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

Regular Board Meeting Agenda
Monday, August 22, 2016
Washington School - Gym
1500 Stewart Avenue
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. Meeting of the Board Convenes

- Roll Call
- Introductions
- Opening Remarks from President of the Board

6:00 p.m. • Board Recesses and Adjourns to Closed Session

- 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 the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2(c)(10)].

7:00 p.m. Board Adjourns from Closed Session and Conducts Washington Construction Tour

7:30 p.m. • Board Resumes Regular Board Meeting

Moved
from 7:00 start

• Pledge of Allegiance & Welcome

• Public Comments

• District Institute Days & Opening Day Report

A-1

- Superintendent

• Approval of Copier Solutions

A-2

- Chief School Business Official

Action Item 16-08-7

- **Update on 2015-16 Financial Results** **A-3**
-- Chief School Business Official

- **Reorganization of School Health Services** **A-4**
-- Director of Student Services/Assistant Superintendent for Human Resources

- **Discussion and Approval of Building and District Certified Administrative Salaries** **A-5**
-- Superintendent **Action Item 16-08-8**

- **Discussion and Approval of Superintendent Salary** **A-6**
-- Board President **Action Item 16-08-9**

- **First Reading of Policy 4:110 – Transportation** **A-7**
-- Superintendent

- **Consent Agenda** **A-8**
-- Board President **Action Item 16-08-10**
 - Personnel Report
 - Bills, Payroll and Benefits
 - Approval of Policies 7:190, 7:200, 7:210, 7:220, 7:230
 - Approval of Policies from PRESS Issue 90
 - Approval of Policy 4:110 – Transportation
 - Acceptance of Donation
 - Destruction of Audio Closed Minutes (none)

- **Approval of Minutes** **Action Item 16-08-11** **A-9**
-- Board President
 - Closed Session Meeting -----August 8, 2016
 - Regular Board Meeting -----July 18, 2016
 - Closed Session Meeting -----July 18, 2016
 - Regular Board Meeting -----June 27, 2016

- **Other Discussion and Items of Information** **A-10**
-- Superintendent
 - Upcoming Agendas
 - Freedom of Information Act Request (FOIA)
 - District Committee Update (Elementary Learning Foundation)
 - Memorandum of Information
 - 2017 School Board Election
 - Minutes of Board Committees (none)
 - Other
 - Update on Summer Construction Projects

- **Adjournment**

Next Meeting: **Monday, September 12, 2016**
Committee-of-the-Whole – 7:00 p.m.
Special Board Meeting – 8:00 p.m.
Jefferson School – Multipurpose Room

8200 Greendale Avenue
Niles, IL 60714

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

Upcoming Meetings and Topics
As of August 17, 2016

September 12, 2016 – Jefferson School – Multipurpose Room

Committee of the Whole – 7:00 p.m.

- NIPSTA Update & Crisis Go App
- 2016-17 Budget Changes from Tentative Budget

Special Board Meeting – 8:00 p.m.

- Approval of Carpenter School Roof Project
- Approval of Financial Update for the Period Ending July 31, 2016

September 26, 2016 – Roosevelt School – North Gym

Public Hearing on Budget – 6:45 p.m.

Regular Board Meeting – 7:00 p.m.

- Board Adopts Budget
- Report on Thoughtexchange Results
- Sixth Day of Enrollment
- Preliminary Enrollment and Staffing Report
- Referendum: Research to Readiness
- Preliminary Discussion on Master Facilities Plan/Health Life Safety Projects 2017-18
- Annual Recognition of Schools
- Board Member School Visits
- Approval of Financial Update for the Period Ending August 31, 2016
- ISBE Report: Administrator & Teacher Salary and Benefits – School Year 2015 (memo)
- Follow-up on Collection of Student Fees (memo of information)
- Update on Construction (other)

October 11, 2016 – Lincoln School - Gym

Committee-of-the-Whole: 20th Century Learning – 7:00 p.m.

Future Meeting Topics

- Approval of Park Ridge Park District - Emerson Lighting Proposal
- Recap on Summer Curriculum Writing Projects
- Sonitrol Proposal
- Update on Educational Ends
- Approval of Health Life Safety Recommendations for a Five-year Plan
- Approval of Ten-year Health Life Safety Survey – September 26, 2016
- Follow-up on Collection of Student Fees – January 23, 2017 (memo of information)
- Follow-up on Collection of Student Fees – April 24, 2017 (memo of information)
- Follow-up on Collection of Student Fees – June 26, 2017 (memo of information)

The above are subject to change.

To: Members of the Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: August 22, 2016
Re: District Institute Days and the Opening Day of the 2016-17 School Year

For the first time, District 64 conducted two back-to-back Institute Days for staff on Monday, August 15 and Tuesday, August 16.

The entire District came together at Emerson for the District day on Monday to focus on the following topics:

- Welcome messages from Dr. Tony Borrelli on behalf of the Board of Education; Ms. Erin Breen, PREA President; and Julie Cook, District 64 Elementary Learning Foundation chairman.
- 2015-16 highlights and celebrations
- 2016-17 initiatives and areas of focus
- New District 64 safety and security plan developed collaboratively by the administrative team and Northeastern Illinois Public Safety Training Academy (NIPSTA)
- Legal briefing on recently updated student behavior (formerly student discipline) policies as well as new legislation on transgender students.

In addition to these essential messages for all staff, we also created a schedule with job-alike rotations:

- Our teachers received an overview of the newly completed Teacher Evaluation and Student Growth instruments. We'll all spend the year getting accustomed to the new tool.
- Teacher Assistants engaged in various training modules designed to help them learn about special education requirements, diabetes care and Bloodborne Pathogens to name a few.

Our Tuesday, August 16 Institute Day was conducted at the individual schools and was devoted to building topics, such as a review of student data from the 2015-16 school year. In addition, staff members also had an opportunity to attend an Employee Benefits Fair late in the afternoon as part of the annual Open Enrollment period for insurance.

As of Wednesday, August 17, we had 3,986 students enrolled in grades 1 - 8 with 448 kindergarten students scheduled to attend their orientation on either Wednesday or Thursday of this week. Principals shared their student achievement data with their staff during our Early Release Wednesday meeting.

I will have further information on our enrollment statistics and other opening day perspectives to share at the Board meeting on August 22.

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official

Date: August 22, 2016

Re: Approval of Copier and Printer Solution

At the July 19, 2016 Board of Education meeting, administration brought to the Board a proposal from Impact Marketing for a new managed print solution. The District has over 245 copiers and printers throughout the District, approximately 17 leases for various pieces of equipment and over 50 maintenance service agreements for devices. As discussed at the July 19, 2016 meeting and the August 8, 2016 Board meetings, an extensive amount of time has been spent on this project from both Impact Marketing and the District's staff involved with it.

The new managed print solution will save the District approximately \$30K per year, or \$150K over the life of the contract compared to the \$218K per year the District is currently spending with Imagetec. Through our investigation, it has also been determined that we can initially reduce our fleet of copiers and printers by 74 devices. This reduction will continue as the HP printers reach the end of their useful life. The addition of a "follow me" print solution will help to reduce the number of devices, as individuals will no longer need their own machines for privacy issues related to students and staff.

As discussed at the August 8, 2016 Board meeting, the administration does not see a way to bid out this contract at this time. Given the amount of time already put in by Impact organizing and cleaning up the current leases and service contracts in order to understand our copier/printer needs, it would be difficult to share that research with other vendors to bid on this project. In addition, asking the administration to spend the amount of time with each vendor that has already been dedicated by District 64 staff would not be a wise use of staff time. The clean up that has occurred will allow the District to go out to bid at the end of this five-year agreement. Most importantly, the District will now have one lease and one service agreement to administer, and can monitor performance, device productivity and costs far more effectively and efficiently than ever before.

Approval of the District Copier and Printer Solutions

ACTION ITEM 16-08-7

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the District Copier and Printer Solution from Impact Networking at an annual cost of \$188,177.64.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

8/22/2016

To: Board of Education

From: Dr. Laurie Heinz, Superintendent
Luann Kolstad, Chief School Business Official

Date: August 22, 2016

Re: Update on 2015-16 Financial Results - July 1, 2015 - June 30, 2016

Unaudited figures for the recently concluded 2015-16 Fiscal Year are now available. Below are the highlights of the District's performance for revenues and expenditures in each fund. The unaudited figures will be used to update the 2016-17 tentative budget as we move forward to final adoption on September 26, 2016.

Education Fund (10)

The Education Fund had an excess for the year of \$1,673,156 (Attachment 1), bringing the Fund Balance in this fund to \$27,539,461 for the 2015-16 Fiscal Year. Below is a brief synopsis on revenue and expenditure variances in the Education Fund budget.

Revenue:

In terms of revenue, the District exceeded the Revenue Budget in this fund by \$477,626 in the 2015-16 school year (Attachment 2). In Local Revenue, although we had a shortfall in tax collections (\$296K), we collected higher than budgeted revenue in:

- Tuition - funds collected for residency repayments and Summer School Tuition for both the Worlds of Wonder (WOW) program and the new WOW program at Jefferson School.
- Student Fees - including registration and fees charged for athletics and instrumental music.
- Misc. Revenue - PTO and ELF Donation revenue is now recorded here with an offsetting entry for the expenditures associated with the donation. The fees collected for Camp Duncan are also now recognized in our financials with offsetting expenditures.

In State and Federal Revenue, reimbursements for Special Education were up by \$94K; there are offsetting expenditures for all revenue that is received. The Title I and IDEA reimbursements were down, because funds were spent later in the 2015-16 fiscal year and the expenditures were submitted later to ISBE for reimbursement. We will receive the funds in the 2016-17 fiscal year. We also received Medicaid Revenue that was \$60K higher than budgeted. Medicaid revenue is dependent on our special education student needs and the associated expenditures that we are reimbursed for.

Expenditures:

The attached Fiscal Year Recap - Expenses Report (Date: 6/2016) (Attachment 3), is broken down by Object Codes in each fund to make it easier to identify the variances within the fund. This report is from Skyward, the District's financial software.

The largest variance is in Salaries. The breakdown between functions is \$697K in Instructional, \$436K in Special Services Area, and \$200K in Support Services and Community Services. The 2015-16 budget was developed by the prior CSBO; administration being new, did not want to make too many reductions in the budget amounts. The 2016-17 budget will have much smaller variances going forward. Administration is budgeting using actual persons, not blanket percentage increases.

In the Supplies < \$500 line item, the Equipment \$500 - \$1,500 is added together to bring the variance to \$396K. We do not budget for Equipment \$500 - \$1,500. The "700" Object Code is one that the Illinois State Board of Education (ISBE) uses for purchases in this price range. It is easier to budget all in Supplies "400" and then charge items to the correct Object Code, knowing we have a sufficient budget.

The Other Objects "600" is used for services and placements of special education students at other school districts. It is difficult to budget this line item, since we do not know who will move in during the year requiring additional services or placement.

Operations & Maintenance Fund (20)

The Operations & Maintenance Fund finished the year with revenues exceeding expenditures by approximately \$2.8M. However, the Fund had been budgeted with a much larger share of the tax collections allocated to this fund.

Revenue:

The budgeted versus actual revenue numbers are only off by a positive \$42K. Prior administration had increased the tax levy for this fund for potentially two reasons: the District is reaching the tax cap in the Education Fund, and the District has many needs in terms of Operations & Maintenance of the facilities.

Expenditures:

Expenditures are \$127K less than budgeted, the savings being in salaries. We removed \$200K in overtime at the beginning of the 2015-16 school year, which was not reflected in the budget numbers. Combining the budgets for Supplies, Capital Expenditures and Equipment, the over budget expenditure is reduced to \$1K. Purchases are allocated to the correct Object Code, therefore as in the Education Fund, we look at these expenditures together in our analysis.

Transportation Fund (40)

The Transportation Fund had a deficit of \$294K for the 2015-16 fiscal year. Although revenues were higher than budgeted, expenditures also were \$300K higher than budgeted.

Revenue:

The tax collections for the Transportation Fund were \$486K higher than budgeted. This was due to the change in what had originally been planned by the prior administration in terms of the 2016 Tax Levy amount that would be allocated to Transportation. The 2016 Tax Levy request was higher for two reasons: expenditures were trending higher than the budget early in 2016, and the District has not reached the tax cap in the Transportation Fund. Excess funds in the Transportation Fund may be moved by resolution to the fund in need.

Expenditures:

The increase in expenditures is attributable to the increase in special education transportation. The District is moving away from cabs and using more school bus transportation, which has higher costs.

IMRF and Social Security Funds (50 & 51)

Based on the recommendation from IMRF during their audit of the District during the 2014-15 fiscal year, the administration separated the Illinois Municipal Retirement Fund (IMRF) and the Social Security Fund into two separate funds. Separating the two makes it very easy for IMRF auditors to see the exact revenue and expenditures for that fund. All tax dollars collected for IMRF are to only be used for IMRF payments.

Both funds ended the year with positive fund balances. Funds from IMRF that were not from the IMRF tax collections were transferred earlier in 2015-16 into the new social security fund.

Working Cash (70)

During the 2015-16 fiscal year, the Board gave administration through formal resolution, the approval to transfer \$5.5M from Working Cash into the Capital Projects fund. (An additional request to transfer funds for summer 2017 construction will take place once the scope of the construction is established; this will be included in the 2016-17 budget.)

Debt Service (30)

The Debt Service Funds revenue and expenditures are determined by the outstanding debt that the District has issued. The Cook County Clerk's Office establishes the tax levy amount each year based on the payments that will occur during the fiscal year.

Capital Projects (60)

The Capital Projects fund incurred approximately \$4.3M in expenditures during the 2015-16 fiscal year. Most of these expenditures are the final payments for the summer 2015 construction at Field School. A portion of the expenditures are attributable to design and construction work for summer 2016.

In June 2016, through Board resolution, \$5.5M was transferred from Working Cash to the Capital Projects fund for summer 2016 construction. The Capital Projects funds ending fund balance is \$5.4M. Most of the payments for construction expenditures occur after June 30 each year, and therefore, are included in the next fiscal year.

Park Ridge Niles School District 64
All Funds Summary - Unaudited Actuals June 30, 2016

Attachment 1

8/18/16
4:16 PM

	10	20	40	50	51	70	80	Total	30	60	All Funds
	Education	Operations & Maintenance	Transportation	IMRF	Social Security	Working Cash	Tort	Operating Funds	Debt Service	Capital Projects	Total
2014-15 Audited Financials (Cash Basis)											
Revenue	\$ 57,374,545	\$ 7,668,409	\$ 1,467,029	\$ 2,260,853		\$ 569,505	\$ 619,226	\$ 69,959,567	\$ 3,253,466	\$ 150,386	\$ 73,363,419
Expenditures	\$ 57,101,291	\$ 5,264,582	\$ 2,176,567	\$ 2,310,222		\$ -	\$ 978,996	\$ 67,831,658	\$ 3,335,951	\$ 5,085,775	\$ 76,253,384
Excess (Deficit) for Year	\$ 273,254	\$ 2,403,827	\$ (709,538)	\$ (49,369)		\$ 569,505	\$ (359,770)	\$ 2,127,909	\$ (82,485)	\$ (4,935,389)	\$ (2,889,965)
Other Financing - Sources	\$ 161,515 a.							\$ 161,515	\$ 154,628 b.		\$ 316,143
Other Financing - Uses	\$ (154,628) b.	\$ -	\$ -	\$ -		\$ (161,515) a.	\$ -	\$ (316,143)			\$ (316,143)
Beginning Fund Balance - Audited	\$ 25,782,971	\$ 1,501,963	\$ 3,213,987	\$ 750,019		\$ 14,229,573	\$ 1,431,914	\$ 46,910,427	\$ 3,671,811	\$ 9,111,883	\$ 59,694,121
Ending Fund Balance (Audited)	\$ 26,063,112	\$ 3,905,790	\$ 2,504,449	\$ 700,650		\$ 14,637,563	\$ 1,072,144	\$ 48,883,708	\$ 3,743,954	\$ 4,176,494	\$ 56,804,156
						Op. Fd. Bal.		72.07%			
2015-16 Unaudited Financials (Cash Basis)											
Revenue	\$ 59,332,975	\$ 7,993,722	\$ 2,236,055	\$ 1,866,786	\$ 520,226	\$ 627,310	\$ 685,648	\$ 73,262,722	\$ 3,341,376	\$ 30,084	\$ 76,634,182
Expenditures	\$ 57,659,819	\$ 5,144,340	\$ 2,530,237	\$ 1,405,857	\$ 845,698	\$ -	\$ 769,772	\$ 68,355,722	\$ 3,292,522	\$ 4,307,264	\$ 75,955,508
Excess (Deficit) for Year	\$ 1,673,156	\$ 2,849,382	\$ (294,182)	\$ 460,929	\$ (325,472)	\$ 627,310	\$ (84,124)	\$ 4,907,000	\$ 48,854	\$ (4,277,180)	\$ 678,674
Other Financing - Sources					\$ 466,126 c.	\$ -		\$ 466,126	\$ 196,807 a.	\$ 5,500,000 d.	\$ 6,162,933
Other Financing - Uses	\$ (196,807) a.	\$ -		\$ (466,126) c.		\$ (5,500,000) d.		\$ (6,162,933)			\$ (6,162,933)
Beginning Fund Balance - Audited	\$ 26,063,112	\$ 3,905,790	\$ 2,504,449	\$ 700,650	\$ -	\$ 14,637,563	\$ 1,072,144	\$ 48,883,708	\$ 3,743,954	\$ 4,176,494	\$ 56,804,156
Ending Fund Balance (Unaudited)	\$ 27,539,461	\$ 6,755,172	\$ 2,210,267	\$ 695,453	\$ 140,654	\$ 9,764,873	\$ 988,020	\$ 48,093,901	\$ 3,989,615	\$ 5,399,314	\$ 57,482,830
						Op. Fd. Bal.		70.36%			

a. Interest transfer from Working Cash

b. Lease payment transfer to Debt Service Fund

c. Transfer from IMRF to new SS Fund

d. Transfer from Working Cash to Capital Projects

Park Ridge Niles SD #64
Fiscal Year Recap Revenues (Date: 6/2016)

Attachment 2

		2015-16	2015-16	Budget	Percent
Account	Description	Budget	FYTD Activity	Variance	Received
10 EDUCATION FUND					
10R--- 11-- -----	Ad Valorem Taxes	50,213,100.00	49,916,896.81	296,203.19	99.41
10R--- 12-- -----	Corp. Personal Prop Replace Taxes	1,042,602.00	993,314.56	49,287.44	95.27
10R--- 13-- -----	Tuition	305,220.00	422,259.87	-117,039.87	138.35
10R--- 15-- -----	Interest Income	302,786.00	317,412.84	-14,626.84	104.83
10R--- 16-- -----	Food Service	589,200.00	577,145.89	12,054.11	97.95
10R--- 17-- -----	Extracurricular Fees	67,787.00	73,879.28	-6,092.28	108.99
10R--- 18-- -----	Registration Fees	1,019,976.00	1,050,109.07	-30,133.07	102.95
10R--- 19-- -----	Miscellaneous Local Revenues	1,092,625.00	1,216,983.69	-124,358.69	111.38
10R--- 30-- -----	General State Aid	1,573,205.00	1,572,923.50	281.50	99.98
10R--- 31-- -----	Special Ed Categorical Grants	1,972,996.00	2,066,675.30	-93,679.30	104.75
10R--- 33-- -----	State Free Lunch	560.00	497.94	62.06	88.92
10R--- 39-- -----	Miscellaneous State Revenues	3,145.00	2,673.80	471.20	85.02
10R--- 42-- -----	Special Milk	37,100.00	32,378.08	4,721.92	87.27
10R--- 43-- -----	Title I	300,000.00	117,701.00	182,299.00	39.23
10R--- 46-- -----	IDEA	1,062,588.00	684,054.00	378,534.00	64.38
10R--- 49-- -----	Title II & Medicaid	245,577.00	305,935.01	-60,358.01	124.58
10-----	Education Fund	59,828,467.00	59,350,840.64	477,626.36	99.20
20 OPERATIONS & MAINTENANCE FUND					
20R--- 11-- -----	Ad Valorem Taxes	7,670,000.00	7,433,170.48	236,829.52	96.91
20R--- 15-- -----	Interest Income	13,925.00	45,697.41	-31,772.41	328.17
20R--- 19-- -----	Miscellaneous Local Revenues	351,699.00	514,354.02	-162,655.02	146.25
20R--- 73-- -----	Sale of Fixed Assets		500.00	-500.00	
20-----	Operations & Maintenance Fund	8,035,624.00	7,993,721.91	41,902.09	99.48
30 DEBT SERVICES FUND					
30R--- 11-- -----	Ad Valorem Taxes	3,309,000.00	3,332,681.93	-23,681.93	100.72
30R--- 15-- -----	Interest Income	5,901.00	8,693.98	-2,792.98	147.33
30R--- 74-- -----	Transfer of Capital Lease Principal	166,455.00	166,454.85	0.15	100.00
30R--- 75-- -----	Transfer of Capital Lease Interest	30,352.00	30,351.87	0.13	100.00
30-----	Debt Services Fund	3,511,708.00	3,538,182.63	-26,474.63	100.75

Park Ridge Niles SD #64
Fiscal Year Recap Revenues (Date: 6/2016)

Account	Description	2015-16 Budget	2015-16 FYTD Activity	Budget Variance	Percent Received
40 TRANSPORTATION FUND					
40R--- 11-- -----	Ad Valorem Taxes	1,094,200.00	1,580,252.02	-486,052.02	144.42
40R--- 14-- -----	Transportation Fees	53,390.00	53,166.91	223.09	99.58
40R--- 15-- -----	Interest Income	24,733.00	23,937.33	795.67	96.78
40R--- 35-- -----	State Grants	506,005.00	578,698.36	-72,693.36	114.37
40-----	Transportation Fund	1,678,328.00	2,236,054.62	-557,726.62	133.23
		=====	=====	=====	=====
50 MUNICIPAL RETIREMENT FUND					
50R--- 11-- -----	Ad Valorem Taxes	2,082,600.00	1,784,227.81	298,372.19	85.67
50R--- 12-- -----	Corp. Personal Prop Replace Taxes	125,931.00	80,125.50	45,805.50	63.63
50R--- 15-- -----	Interest Income	3,330.00	2,433.17	896.83	73.07
50-----	Municipal Retirement Fund	2,211,861.00	1,866,786.48	345,074.52	84.40
		=====	=====	=====	=====
51 SOCIAL SECURITY/MEDICARE FUND					
51R--- 11-- -----	Ad Valorem Taxes		469,713.78	-469,713.78	
51R--- 12-- -----	Corp. Personal Prop Replace Taxes		49,895.00	-49,895.00	
51R--- 15-- -----	Interest Income		617.08	-617.08	
51R--- 71-- -----	Interfund Transfer		466,125.95	-466,125.95	
51-----	Social Security/Medicare		986,351.81	-986,351.81	
			=====	=====	
60 CAPITAL PROJECTS FUND					
60R--- 15-- -----	Interest Income		24,834.41	-24,834.41	
60R--- 19-- -----	Miscellaneous Local Revenues		5,250.07	-5,250.07	
60R--- 71-- -----	Working Cash Abatement		5,500,000.00	-5,500,000.00	
60-----	Capital Projects Fund		5,530,084.48	-5,530,084.48	
			=====	=====	
70 WORKING CASH FUND					
70R--- 11-- -----	Ad Valorem Taxes	418,000.00	445,692.91	-27,692.91	106.63
70R--- 15-- -----	Interest Income	176,810.00	181,616.43	-4,806.43	102.72
70-----	Working Cash Fund	594,810.00	627,309.34	-32,499.34	105.46
		=====	=====	=====	=====

Park Ridge Niles SD #64
Fiscal Year Recap Revenues (Date: 6/2016)

		2015-16	2015-16	Budget	Percent
Account	Description	Budget	FYTD Activity	Variance	Received
80 TORT FUND					
80R--- 11-- ---- -	Ad Valorem Taxes	647,100.00	681,209.23	-34,109.23	105.27
80R--- 15-- ---- -	Interest Income	5,890.00	4,439.83	1,450.17	75.38
80R--- 19-- ---- -	Miscellaneous Local Revenues	725.00		725.00	
80-----	Tort Fund	653,715.00	685,649.06	-31,934.06	104.89
Grand Total - Revenues		76,514,513.00	82,814,980.97	-6,300,467.97	108.23

					2015-16	2015-16	Unexpended	Percent
FDTLOC	FUNC	OBJ	SJ	OBJ	Budget	FY Activity	Balance	Spent
10				Education Fund				
10E---	----	1---	--	----- Salaries	46,232,717.00	44,923,633.55	1,309,083.45	97.17
10E---	----	2---	--	----- Employee Benefits	6,473,184.00	6,376,656.28	96,527.72	98.51
10E---	----	3---	--	----- Purchased Services	2,808,283.00	2,807,744.43	538.57	99.98
10E---	----	4---	--	----- Supplies <\$500	1,924,399.00	1,379,345.05	545,053.95	71.68
10E---	----	5---	--	----- Capital Expenditures >\$1,500	127,935.00	64,838.18	63,096.82	50.68
10E---	----	6---	--	----- Other Objects	1,971,468.00	2,112,447.95	-140,979.95	107.15
10E---	----	7---	--	----- Equipment \$500 - \$1,500	43,000.00	191,960.10	-148,960.10	446.42
10----	----	----	--	----- Education Fund	59,580,986.00	57,856,625.54	1,724,360.46	97.11
					=====	=====	=====	=====
20				Operations & Maintenance Fund				
20E---	----	1---	--	----- Salaries	2,709,187.00	2,509,283.39	199,903.61	92.62
20E---	----	2---	--	----- Employee Benefits	391,835.00	443,340.75	-51,505.75	113.14
20E---	----	3---	--	----- Purchased Services	797,595.00	778,160.01	19,434.99	97.56
20E---	----	4---	--	----- Supplies <\$500	1,043,968.00	1,174,239.93	-130,271.93	112.48
20E---	----	5---	--	----- Capital Expenditures >\$1,500	328,750.00	219,419.10	109,330.90	66.74
20E---	----	7---	--	----- Equipment \$500 - \$1,500		19,896.95	-19,896.95	
20----	----	----	--	----- Operations & Maintenance Fund	5,271,335.00	5,144,340.13	126,994.87	97.59
					=====	=====	=====	=====
30				Debt Services Fund				
30E---	----	6---	--	----- Other Objects	3,300,295.00	3,292,522.01	7,772.99	99.76
30----	----	----	--	----- Debt Services Fund	3,300,295.00	3,292,522.01	7,772.99	99.76
					=====	=====	=====	=====
40				Transportation Fund				
40E---	----	1---	--	----- Salaries	65,075.00	62,289.17	2,785.83	95.72
40E---	----	2---	--	----- Employee Benefits	2,670.00	2,831.29	-161.29	106.04
40E---	----	3---	--	----- Purchased Services	2,159,400.00	2,465,116.09	-305,716.09	114.16
40----	----	----	--	----- Transportation Fund	2,227,145.00	2,530,236.55	-303,091.55	113.61
					=====	=====	=====	=====
50				Municipal Retirement Fund				
50E---	----	2---	--	----- Employee Benefits	2,335,245.00	1,405,857.31	929,387.69	60.20
50E---	----	6---	--	----- Other Objects		466,125.95	-466,125.95	
50----	----	----	--	----- Municipal Retirement Fund	2,335,245.00	1,871,983.26	463,261.74	80.16
					=====	=====	=====	=====

FDTLOC	FUNC	OBJ	SJ	OBJ	2015-16 Budget	2015-16 FY Activity	Unexpended Balance	Percent Spent
51				Social Security/Medicare				
51E---	----	2---	--	----- Employee Benefits		845,697.69	-845,697.69	
51----	----	----	--	----- Social Security/Medicare		845,697.69	-845,697.69	
					=====	=====		
60				Capital Projects Fund				
60E---	----	3---	--	----- Purchased Services	165,000.00	1,331,382.08	-1,166,382.08	806.90
60E---	----	5---	--	----- Capital Expenditures >\$1,500	3,742,359.00	2,975,881.53	766,477.47	79.52
60----	----	----	--	----- Capital Projects Fund	3,907,359.00	4,307,263.61	-399,904.61	110.23
					=====	=====	=====	=====
70				Working Cash Fund				
70E---	----	6---	--	----- Other Objects		5,500,000.00	-5,500,000.00	
70----	----	----	--	----- Working Cash Fund		5,500,000.00	-5,500,000.00	
					=====	=====	=====	
80				Tort Fund				
80E---	----	2---	--	----- Employee Benefits	5,000.00	36,148.34	-31,148.34	722.97
80E---	----	3---	--	----- Purchased Services	738,126.00	733,624.00	4,502.00	99.39
80----	----	----	--	----- Tort Fund	743,126.00	769,772.34	-26,646.34	103.59
					=====	=====	=====	=====
Grand Expense Totals					77,365,491.00	82,118,441.13	-4,752,950.13	106.14

Number of Accounts: 2863

***** End of report *****

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Jane Boyd, Director of Student Services
Joel Martin, Assistant Superintendent for Human Resources

Date: August 22, 2016

Subject: Health Services Model Review and Recommendations

Background

Our current model for delivering health services has remained the same for many years while the medical needs of our students have increased significantly. Our current model has several groups of employees with varying levels of nursing education and skill sets providing health services for our students.

Our current staffing includes:

- 2 full-time Certified School Nurses (members of the PREA - trained as both RNs and as educators) overseeing all health services in District 64. They participate in the special education and 504 eligibility and services processes. These nurses also provide consultation and support for teachers across our District. They also have a traveling schedule to administer medication to students during the school day. They are often interrupted during meetings to address any urgent medical situations in the schools, such as a playground injury or low sugar levels in a diabetic student.
- 1 full-time traveling Registered Nurse who drives between schools to administer medications to students throughout the District.
- 8 health assistants (PRTAA members) who work in the Health Office of each school. Most of these health aides are *not* nurses and, therefore, cannot administer medication. They have basic first aid level training when responding to student or staff accidents or injuries.
- 1 teaching assistant /RN (PRTAA member) who works directly with a student with complex medical needs based on the student's IEP.

There are several significant limitations of this model:

- In the event of an accident or emergency, the first responder in our schools does not have any formal medical training.
- Students who need urgent unanticipated medication administration often wait 5 to 10 minutes for a nurse to arrive. This delay places our district in a position that would be challenging to defend legally. Should a parent advocate for a nurse on site, we would be obligated to provide that service.

- The two Certified School Nurses are often interrupted and called away from special education meetings to address urgent medical needs.

Data and Supporting Information

The chart below provides data on the number of students in District 64 with significant medical needs in the spring of 2016:

School	# of students with Diabetes-multiple health office visits per day	# of students with Epipens	# of students who take medication during the school day(regularly scheduled)	Frequency of calls to school nurses about urgent medical needs	Calls to 911 (total this year)	# of students with Diastat (an emergency medication, must be nurse delivered)	# of students with asthma inhalers and "as needed" meds
Jefferson	1	5	2	2-3/week	0	2	2
Carpenter	2	18	6	5/week 1-2/ day	1	1	22
Franklin	2	25	4	10/ week	3	0	23
Field	3	20	7	4-5/week	2	0	17
Roosevelt	2	23	4	10-20/week 4-5 day	2	2	35
Washington	0	30	2	5/week 1-2/ day	3	0	14
Emerson	4	18	10	8/week	3	0	34
Lincoln	2	25	7	5-10/week 1-3/ day	3	1	58
TOTAL	16	164	42	Average: Each School Daily	17	6	205

On May 23, 2016, the American Academy of Pediatrics made a recommendation regarding having a nurse in each school building. Please see Attachment 1.

District 64 also surveyed area districts on their health staffing. The following list of elementary districts finds that only two of the districts surveyed in our north suburban area do not have a Registered Nurse at each school building:

District	Registered Nurse in Each School Building
D15 – Palatine	Yes
<i>D21 – Wheeling</i>	<i>No</i>
D25 – Arlington Heights	Yes
D26 – River Trails	Yes
D27 – Northbrook	Yes
D36 – Winnetka	Yes
D57 – Mt. Prospect	Yes
D59 – Arlington Heights	Yes
<i>D62 – Des Plaines</i>	<i>No</i>
D63 – East Maine	Yes
D65 – Lake Bluff	Yes
D95 – Lake Zurich	Yes
D96 – Kildeer	Yes
D97 – Oak Park Elementary	Yes
D109 – Deerfield	Yes
NSSEO	Yes

Recommendation for 2017-18

Beginning in the 2017-18 school year, administration recommends changing District 64's Health Services Model to include:

2016-17	Recommended 2017-18
2 certified school nurses	No change: 2 certified school nurses
1 full-time traveling Registered Nurse	Eliminated
8 health assistants (PRTAA members)	8 Building Nurses (RN or LPN)
1 teaching assistant /RN (PRTAA member) (works directly with a student with complex medical needs based on the student's IEP)	Individual nurses based on IEP team decisions

This recommended Health Services Model will improve the quality of medical care that we provide for routine as well as in emergency situations. In addition, it will allow the two Certified School Nurses to fully participate in important activities and meetings.

The proposed change in the District's Health Service Model will impact those individuals currently employed as health assistant. The administration met with the health assistants and PRTAA President this past Wednesday to review the proposed changes and to discuss their employment in the future. While the District is required to bargain the impact of this change with PRTAA, the administration made it clear that if the change in service model were approved it would not impact current employee positions for this current year. Further, the administration expressed its commitment to making sure that anyone displaced by this change, would have a position covered by the bargaining group in the following school year. The current traveling nurse will be assigned to a Building Nurse position for next year. As there are several current health assistants who are certified nurses, they will be considered for the Building Nurse positions. The financial impact of this recommendation will be discussed with the Board at a future meeting.

American Academy
of Pediatrics



DEDICATED TO THE HEALTH OF ALL CHILDREN™

AAP Policy Statement Recommends Full Time Nurse in Every School

5/23/2016

The role of the school nurse has evolved and become increasingly important since first introduced in the United States more than a century ago, yet school district policies regarding school nurses lack uniformity and should be updated, according to a policy statement issued by the American Academy of Pediatrics.

The [policy statement](#), published in the June 2016 issue of Pediatrics (published online May 23), calls for a minimum of one full-time registered nurse in every school. The policy replaces a prior version published in 2008.

Previously, the AAP had supported ratios of 1 school nurse to 750 students in the healthy student population, and a 1:225 ratio for student populations who need daily professional nursing assistance. According to the updated policy statement, the use of a ratio for workload determination in school nursing is inadequate to fill the increasingly complex health needs of students.

“School nursing is one of the most effective ways to keep children healthy and in school and to prevent chronic absenteeism,” said Breana Welch Holmes, MD, FAAP, a lead author of the policy statement and chair of the AAP Council on School Health. “Pediatricians who work closely with school nurses will serve all of their patients better.”

The school nurse’s job comprises much more than just health services. School nurses provide surveillance, chronic disease management, emergency preparedness, behavioral assessment, ongoing health education and extensive case management, among other duties. The policy statement notes that school nurses today monitor more children with special needs, and help with medical management in areas such as attention-deficit/hyperactivity disorder, diabetes, life-threatening allergies, asthma and seizures.

School nurses participate in public health arenas such as immunization, obesity prevention and substance abuse assessment. The policy statement notes that collaboration among pediatricians, families and the school medical team is increasingly critical to optimal health care in both office and community settings. Yet, school nurse staffing patterns vary widely across the United States.

Besides advocating for a full-time nurse in every school, the American Academy of Pediatrics recommends that pediatricians ask their patients school-related questions, such as whether health problems contribute to chronic absenteeism. Pediatricians are encouraged to include school contact information within the student’s electronic health record and share relevant information with the school nurse.

“As student health needs became more complex, the school nursing role has expanded to include additional responsibilities,” said co-author Anne Sheetz, MPH, RN, NEA-BC. “By establishing working relationships with the pediatrician, school nurses can help manage chronic conditions and develop individualized health care plans for each student.”

###

The American Academy of Pediatrics is an organization of 64,000 primary care pediatricians, pediatric medical subspecialists and pediatric surgical specialists dedicated to the health, safety and well-being of infants, children, adolescents and young adults. For more information, visit www.aap.org.

Discussion and Approval of Building and District Certified Administrative Salaries

ACTION ITEM 16-08-8

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois approve a 1.9% salary increase for building and District certified administrators as well as a market adjustment pool of money valued at _____ to be distributed on the evaluation and recommendation of the Superintendent effective July 1, 2016.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

8/22/16

Discussion and Approval of Superintendent Salary

ACTION ITEM 16-08-9

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois approve the Superintendent to receive a salary increase of ____% as well as a market adjustment pool of money valued at _____ to be distributed based on the evaluation and recommendation of the Board of Education.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

8/22/16

First Reading of Policy 4:110 - Transportation

1st Reading	Policy	Issue	Title	Internal Change/ No Change	Board Meeting 8/22/16 Change/No Change
August 22, 2016	4:110	N/ A	Operational Services - Transportation	C	

8/22/16

Operational Services

Transportation

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available or (2) within one and one-half miles from his or her assigned school where walking to school or to a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard. Free transportation service and vehicle adaptation is provided for a special education student if included in the student's individualized educational program. Non-public school students shall be transported in accordance with State law.

Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. The District will pursue reimbursement for transporting homeless students through the District's Title I grant, when the grant allows for such reimbursement.

Any students receiving services under the District's Title I grant (see Policy 6:170) may be transported at no cost to the family regardless of whether the student meets the requirements of the first sentence of this policy, as long as the cost of transportation is included within the District's Title I grant.

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the 1 1/2 miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible.

~~No school employee may transport students in school or private vehicles unless authorized by the administration.~~

Staff are not authorized to transport students in their private vehicles. Transporting of students for any District sponsored events will be done through the District's contracted transportation company.

All students are required to be transported by District contracted transportation to all District sponsored events. Parents/Guardians may transport students home from District sponsored events if they have notified in advance and in writing the staff member responsible for the students.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations. The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) bearing one or more students. The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers.

Pre-Trip and Post-Trip Vehicle Inspection

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus and at the end of each route, work shift, and work day to check the bus for children or other passengers in the bus.

LEGAL REF.: McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813,
5/12-813.1, 5/12-815, 5/12-816, 5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 ILL.Admin. Code §440-3.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development), 5:120 (Ethics), 5:280 (Educational Support Personnel – Duties and Qualifications), 6:140 (Education of Homeless Children), 7:220 (Bus Conduct)

ADMIN. PROC: 4:110-AP2 (Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection: Bus Driving Comments), 4:170-AP3 (School Bus Safety Rules), 4:170-E3 (Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses), 6:140-AP – (Education of Homeless Children)

ADOPTED: October 27, 1997

REVISED: August 24, 1998, November 25, 2002, August 17, 2004, October 27, 2004, January 28, 2008, December 14, 2009, February 22, 2010, May 24, 2010, November 15, 2010, June 11, 2012, January 28, 2014, March 23, 2015, April 13, 2015

Consent Agenda

ACTION ITEM 16-08-10

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 22, 2016 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Policies 7:190, 7:200, 7:210, 7:220, 7:230; Approval of Policies from PRESS Issue 90; Approval of Policy 4:110 – Transportation; Acceptance of Donation and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

8/22/16

Personnel Report
August 22, 2016

Kathryn Balogi	Employ as 1st Grade Teacher at Field School, effective August 15, 2016 - Lane MA, Step 1, \$55,878.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Megan Erndahl	Employ as Assistant at Roosevelt School effective August 15, 2016 – \$15.78 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA"</i> .
Kathleen Graham	Employ as 4th Grade Teacher at Field School, effective August 15, 2016 - Lane MA, Step 1, \$55,878.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Claire Kirchner	Employ as 5th Grade Teacher at Field School, effective August 15, 2016 - Lane BA, Step 2, \$50,394.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Dallas Klytta	Employ as (.40) Part-time Instrumental Music Teacher at Emerson School, effective August 15, 2016 - Lane MA36, Step 1, \$25,983.60. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Joan Lindgren	Employ as (.50) Part-time Physical Education Teacher at Lincoln School, effective August 15, 2016 - Lane MA, Step 1, \$27,939.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Elizabeth Miller	Employ as (.50) Kindergarten Teacher at Roosevelt School, effective August 15, 2016 - Lane MA, Step 1, \$27,939.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Glenna Ramsey	Employ as Lunch Program Supervisor at Carpenter School effective August 17, 2016 – \$14.00 hr.
Jennifer Sarmiento	Employ as Assistant at Roosevelt School effective August 15, 2016 – \$15.78 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA"</i> .
Constantina Espinosa	Employ/rehire as Special Needs Assistant at Franklin School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA"</i> .

Personnel Report
August 22, 2016

Rich Hobson	Employ / Rehire as (.66) Spanish / ASC / Social Studies Teacher at Lincoln School, effective August 15, 2016 – Lane MA, Step 2, \$38,081.34 <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Samantha Meza	Employ / Rehire as (.52) Physical Education Teacher at Field School, effective August 15, 2016 - Lane MA, Step 7, \$35,633.52 <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Brittany Pater	Employ / Rehire as (.29) Physical Education Teacher at Field School, effective August 15, 2016 – Lane MA, Step 1, \$14,088.78 <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Mary Satchwell	Employ / Rehire as (.60) School Psychologist Teacher at Jefferson School, effective August 15, 2016 – Lane MA48, Step 10, \$44,113.20 <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Julie Voigt	Employ / Rehire as (.46) Physical Education Teacher at Field School, effective August 15, 2016 – Lane MA48, Step 9, \$39,877.40 <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Shaun Wilkinson	Employ as School Psychologist Intern at Lincoln / Carpenter School effective August 15, 2016 – \$16,000.00.
Jennifer Andre	Change of Assignment from 4th Grade Teacher at Field School to Instructional Resource / Special Education Teacher at Roosevelt School effective August 15, 2016 – Lane MA48, Step 20, \$107,579.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Gini Burns	Change of Location from EL Teacher at Lincoln School to EL Teacher at Washington School effective August 15, 2016 – Lane MA48, Step 20, \$107,579.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Maureen Coursey-Lones	Change of Assignment from Physical Education Teacher at Field School to Physical Education Teacher at Lincoln School effective August 15, 2016 – Lane MA48, Step 20, \$107,579.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>

Personnel Report
August 22, 2016

Kerry Downes-Columbia	Change of Assignment from Special Needs Assistant at Washington School to 4th Grade Teacher at Washington School effective August 15, 2016 – Lane BA12, Step 1, \$50,394.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Margaret Figgins	Change of Assignment from 3rd Grade Teacher at Roosevelt School to Kindergarten Teacher at Roosevelt School effective August 15, 2016 – Lane MA36, Step 20, \$102,038.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Heather Frieese	Change in FTE from .30 Physical Education Teacher at Field School to .52 Physical Education Teacher at Field effective August 15, 2016 – Lane MA48, Step 20, \$55,941.08. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Mary Hallerduff	Change of Assignment from Special Education Teacher at Roosevelt School to Early Childhood Teacher at Jefferson School effective August 15, 2016 – Lane MA, Step 2, \$57,699.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Max Hellermann	Change of Assignment from Music - Instrumental-Orchestra Teacher at Lincoln School to Music - Instrumental-Orchestra Teacher at Lincoln/Washington/Roosevelt School effective August 15, 2016 – Lane MA, Step 4, \$62,028.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Joan Hoffman	Change of Assignment from 1st Grade Teacher at Carpenter School to Special Education Teacher at Carpenter School effective August 15, 2016 – Lane MA, Step 6, \$66,705.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Natalie Jacobson-Prim	Change of Assignment from Music - Instrumental-Orchestra Teacher at Lincoln School to District Elementary Music-Instrumental Teacher – effective August 15, 2016 – MA48, Step 20, \$107,579.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Nancy Jensen	Change of Assignment from Special Education Facilitator Teacher at Washington/Field School to Speech Language Pathologist at Private/Parochial – effective August 15, 2016 – Lane MA48, Step 20, \$107,579.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>

Personnel Report
August 22, 2016

Maribeth Mancuso	Change of Assignment from Special Education Assistant at Roosevelt School to Special Education Assistant at Carpenter school effective August 15, 2016 – \$28,024.42. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Joanne Mulvihill	Change of Assignment from 1st Grade Teacher at Roosevelt School to 2nd Grade Teacher at Roosevelt School effective August 15, 2016 – Lane MA48, Step 20, \$107,579.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Pam Sammons	Change of Assignment from 2nd Grade Teacher at Roosevelt School to 4th Grade Teacher at Roosevelt School effective August 15, 2016 – Lane MA, Step 9, \$72,214.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Robyn Schmit	Change of Assignment from Special Education Teacher at Carpenter School to Kindergarten Teacher at Carpenter School effective August 15, 2016 – Lane MA12, Step 10, \$76,242.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Melissa Superfine	Leave of Absence Request, Maternity/FMLA – Special Education Teacher at Washington School effective August 15, 2016 – June 2, 2017 (tentative).
Megan Magnuson	Resign as Special Needs Assistant at Carpenter School effective June 2, 2016.

APPROVAL OF BILLS AND PAYROLL

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

Bills

10 - Education Fund -----	\$ 1,408,839.23
20 - Operations and Maintenance Fund -----	\$ 280,497.81
30 - Debt Services -----	\$ 11,441.28
40 - Transportation Fund -----	\$ 286,262.25
50- Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 1,272,302.63
80 - Tort Immunity Fund -----	\$ 3,571.50
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 125362 - 125561

Total: \$ 3,262,914.70

Payroll and Benefits for Month of July, 2016

10 - Education Fund -----	\$ 452,388.69
20 - Operations and Maintenance Fund -----	\$ 221,852.44
40 - Transportation Fund -----	\$ 915.22
50 - IMRF/FICA Fund -----	\$ 43,562.47
51 - SS/Medicare -----	\$ 30,512.73
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 12600 - 12617

Direct Deposit: 900100538 - 900100903

Total: \$ 749,231.55

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>

First Reading of PRESS Policies 7:190, 7:200, 7:210, 7:220, 7:230

Policy	Title	BOE Meeting 8/8/16 Change/No Change	Administrative Council Meeting 8/2/16 Change/No Change	BOE Meeting 7/18/16 Change/No Change
7:190	Students – Student Behavior	C page 6	C	C
7:200	Students – Out-of-School Suspension Procedures	C page 1	C	N/C
7:210	Students – Expulsion Procedures	N/C	N/C	C page 2
7:220	Students – Bus Conduct	N/C	N/C	N/C
7:230	Students – Misconduct by Students with Disabilities	N/C	N/C	C Page 1

8/22/16

public display of
PDA
affection

11. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the ~~non-disruptive~~: (a) expression of gender or sexual orientation or preference or (b) display of affection during non-instructional time.
12. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*. 18
13. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property. 19
14. Entering school property or a school facility without proper authorization.
15. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
16. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants. 20
17. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member. 21
18. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia. 22

Suspending students for hazing was upheld in Gendelman v. Glenbrook North High School and Northfield Township School District 225, 2003 WL 21209880 (N.D.Ill., 2003). This decision may have been legislatively overturned by P.A. 99-456, amending 105 ILCS 5/10-20.14.

The failure of a school official (including any administrator, teacher, counselor, support staff, or coach) to report hazing is a Class B misdemeanor (720 ILCS 5/12C-50.1).

A person commits a felony hate crime when, by reason of the actual or perceived race, color, creed, religion, ancestry, sexual orientation, disability, or national origin of another person, he or she commits assault or battery (720 ILCS 5/12-7.1). The penalty is heightened when the offense is committed in a school or administrative facility.

720 ILCS 5/26-1 makes transmitting a threat of violence, death, or bodily harm directed against persons at a school, school function, or school event, whether or not school is in session, or causing such a threat to be transmitted, a Class 4 felony.

18 All school boards must have a policy on prohibited teen dating violence (105 ILCS 110/3.10). Verify that the board adopted the policy listed and amend its title in this policy, if necessary.

19 720 ILCS 5/26-1(a)(3.5) makes threatening to destroy a school building or school property, whether or not school is in session, or causing such a threat to be transmitted, a Class 4 felony.

20 105 ILCS 5/26-2a, 5/26-9, and 5/26-12. See policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*, and 7:70, *Attendance and Truancy*.

21 State law requires schools to suspend or expel any student who engages in this activity (105 ILCS 5/31-3).

22 See Kelly v. Board of Educ. of McHenry Community High School Dist. 156, 2007 WL 114300 (N.D.Ill., 2007) (upheld student's expulsion for drawing gang symbols while at school; testimony that the danger posed by gang signs and the presence of gangs at school supported the board's insistence on strict enforcement of board policy prohibiting gang related behavior and made expulsion a proper remedy).

740 ILCS 147/15 et seq. allows a school district to bring a civil suit against a gang, gang officers, or gang members for losses it suffers due to their criminal activity.

Revised

HLERK SUGGESTED REVISIONS
MARCH 2016
DOC # 340659v1

February 2016

7:200

Students

This policy becomes effective and replaces the policy on *Suspension Procedures* on the first student attendance day of the 2016-2017 school year.

Out-of-School Suspension Procedures 1

The Superintendent or designee shall implement out-of-school suspension procedures that provide, at a minimum, for each of the following: 3

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. ~~An attempted phone~~ call to the student's parent(s)/guardian(s) *is made.*
4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall: 4

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law requires districts to have a policy on student discipline (105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280). State or federal law controls this policy's content. For information about administering student discipline, see the U.S. Dept. of Education's and the U.S. Dept. of Justice's 2014 jointly released school discipline package, *Guiding Principles*, at: www2.ed.gov/policy/gen/guid/school-discipline/faq.pdf

Boards may authorize *by policy* the superintendent, building principal, assistant building principal, or dean of students to suspend students guilty of gross disobedience or misconduct from school, including all school functions (105 ILCS 5/10-22.6(b)). See 7:190, *Student Discipline*, for such an authorization.

³ Suspension procedures are required by State law (105 ILCS 5/10-22.6). The right to attend school is a property right protected by the due process clause of the U.S. Constitution. *Goss v. Lopez*, 95 S.Ct. 729 (1975). Imposing a short deprivation of this property right by suspending a student for 10 or fewer days requires only minimal due process. The student must be generally informed of the reasons for the possible suspension, and be permitted to tell his/her version of the story. Making a decision to suspend before the hearing violates the basic due process requirement that the hearing be meaningful. *Sieck v. Oak Park-River Forest High School*, 807 F.Supp. 73 (N.D. Ill., E.D., 1992).

105 ILCS 5/10-22.6(b) allows a student who is suspended in excess of 20 school days to be immediately transferred to an alternative program in the manner provided in Article 13A or 13B of the School Code. A student cannot be denied transfer because of the suspension, except in cases in which such transfer is deemed to cause a threat to the safety of students or staff in the alternative program.

Consult the board attorney for assistance if a suspension will exceed 10 consecutive school days. Subsection 10-22.6(b) uses the phrase "is suspended in excess of 20 school days" even though a 20-consecutive day suspension should be treated as an expulsion. *Goss v. Lopez*, 95 S.Ct. 729 (1975). For further discussion, see f/n 40 in policy 7:190, *Student Behavior*.

⁴ 105 ILCS 5/10-22.6, amended by P.A. 99-456, eff. 9-15-2016.

7:200

Approval of Policies from PRESS Issue 90

Policy	Issue	Title	Board Meeting 7/18/16 Change/No Change	District Policy Committee Change/No Change	Board Policy Committee Change/No Change
6:50	90	Instruction – School Wellness	N/C	N/C	Page 2
6:60	90	Instruction – Curriculum Content	N/C	C All Pages	C All Pages
6:270	90	Instruction – Guidance and Counseling Program	N/C	C Page 1	C Page 1
6:280	90	Instruction – Grading and Promotion	N/C	N/C	C Page 1
6:320	90	Instruction – High School Credit for Proficiency	N/C	N/C	N/C
7:100	90	Students – Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students	N/C	N/C	C Page 3
7:140	90	Students – Search and Seizure	C Page 1 rewrite of insert A	N/C	C Page 1 and 2
7:290	90	Students – Suicide and Depression Awareness and Prevention	C Page 1 Add /depression (1 st paragraph and title)	N/C	C Page 1 and 2
7:300	90	Students – Extracurricular Athletics	C Page 1 add “handouts” at end of insert A sentence.	N/C	C Page 1

8/22/16

Students

Search and Seizure ¹

In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers. ²

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. ³ **Insert A**

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled. Consult the board's attorney with questions about implementing this policy and searching students or seizing their possessions.

According to Fourth Amendment cases, a search by the police requires "probable cause" supported by a warrant. However, in a U.S. Supreme Court decision, cited in every student search case, the Court upheld the warrantless search of a student. A search is: (1) justified at its inception when there are reasonable grounds for suspecting the search of a particular student will turn up evidence that the student violated the law or school rules, and (2) permissible in its scope when it is reasonably related to the search's objective and not excessively intrusive. *T.L.O. v. New Jersey*, 105 S.Ct. 733 (1985).

² The Ill. Supreme Court upheld a search conducted by a school liaison officer, saying: "Decisions ... that involve police officers in school settings can generally be grouped into three categories: (1) those where school officials initiate a search or where police involvement is minimal, (2) those involving school police or liaison officers acting on their own authority, and (3) those where outside police officers initiate a search. Where school officials initiate the search or police involvement is minimal, most courts have held that the reasonable suspicion test [applies]. ... The same is true in cases involving school police or liaison officers acting on their own authority. ... However, where outside police officers initiate a search, or where school officials act at the behest of law enforcement agencies, the probable cause standard has been applied. In the present case, the record shows that Detective Ruettiger was a liaison police officer on staff at the Alternate School, which is a high school student with behavioral disorders. ... We hold that the reasonable suspicion standard applies under these facts." *People v. Dilworth*, 661 N.E.2d 310 (Ill., 1996).

³ A State statute allows school officials to inspect the personal effects left by a student on property owned or controlled by the school, e.g., lockers, desks, and parking lots (105 ILCS 5/10-22.6(e)). This law does not mean that school officials have an excuse for unjustifiably opening students' possessions looking for contraband (see footnote 1). See *Doe v. Little Rick School Dist.*, 380 F.3d 349 (8th Cir., 2004) (Searches conducted pursuant to the following policy were unconstitutional: "[B]ook bags, backpacks, purses and similar containers are permitted on school property as a convenience for students," and "if brought onto school property, such containers and their contents are at all times subject to random and periodic inspections by school officials.").

The Fourth Amendment protects individuals from searches only when the person has a legitimate expectation of privacy. While case law supports that lockers, as school property, may be searched without individualized suspicion of wrongdoing, many cases suggest that in order to search a student's possessions left in the locker, school officials need individualized suspicion of wrongdoing. This paragraph, as well as 105 ILCS 5/10-22.6(e), attempts to avoid Fourth Amendment protection for personal property left by students on school property by telling students not to expect privacy in these places or in their personal property left there. **This is an unsettled area of the law and should be reviewed with the school board's attorney.**

Option for high school and unit districts:

This paragraph applies to student vehicles parked on school property. In addition, Building Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

A An attempt will be made to notify parents not to seek permission, of a search.

Though permission is not necessary, in the event a search is necessary, an attempt

7:140 will be made to inform parents.

Page 1 of 3

Students

Suicide and Depression Awareness and Prevention ¹

and self-harm behavior/talk
Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

Suicide and Depression Awareness and Prevention Program

mental health / depression
The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of Ann Marie's Law listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the School Code Section 5/2-3.163(c)(2)-(7). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff. ²
 - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements 105 ILCS 5.2-3.139 and 105 ILCS 5/27-7 (requiring education for students to develop a sound mind and a healthy body).
 - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development*, and teacher's institutes under 105 ILCS 5/3-14.8 (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. ³

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 A suicide awareness and prevention policy is required by 105 ILCS 5/2-3.163(c), amended by P.A. 99-443. The first sentence of this policy is required by 105 ILCS 5/2-3.163(c)(1), amended by P.A. 99-443.

This policy contains an item on which collective bargaining may be required (see 105 ILCS 5/10-22.24b). Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

2 Required by 105 ILCS 5/2-3.163(c)(2), amended by P.A. 99-443. While this law is titled Youth Suicide Awareness and Prevention, it requires the policy to include protocols for administering youth suicide awareness and prevention education to staff and students.

For student protocols, see 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7.

For staff protocols, see 105 ILCS 5/3-14.8, which requires the regional superintendents to cover the warning signs of suicidal behavior in teacher's institutes. In suburban Cook County, an Intermediate Service Center will perform the responsibilities that are performed in other locations by the regional superintendent (P.A. 96-893).

3 Required by 105 ILCS 5/2-3.163(c)(3), amended by P.A. 99-443. This policy adds with the goal of and possibly to modify the statute's use of "at risk of suicide." With the goal of acknowledges that identifying every student at risk of suicide is impossible. Possibly is added to inform the public that these identifications are not definitive. School staff members are not licensed medical professionals who are fully trained to make definitive determinations about whether a student is at risk of suicide, and parents/guardians should not take any referral under this requirement as such.

105 ILCS 5/10-22.39, requires school guidance counselors, teachers, school social workers, and other school personnel who work with students in grades 7 through 12 to be trained to identify the warning signs of suicidal behavior in adolescents and teens along with appropriate intervention and referral techniques. The language of P.A. 99-443 states students, indicating intent to cover all students, not just students in grades 7 through 12. While very little guidance is available for students in grades 6 and below, Ann Marie's Law directs ISBE to compile, develop and post these items on its website.

Students

Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in Board policy 6:190, *Extracurricular and Co-Curricular Activities*.¹
2. A parent/guardian of the student must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.²
3. The student must present a current certificate of physical fitness issued by a licensed physician, an advanced practice nurse, or a physician assistant. The ***Pre-Participation Physical Examination Form***, offered by the Illinois High School Association and the Illinois Elementary School Association, is the preferred certificate of physical fitness.³
4. The student must show proof of **accident**-insurance coverage either by a policy purchased through the District-approved insurance plan or a parent(s)/guardian(s) written statement that the student is covered under a family insurance plan.⁴
5. The student must agree to follow all conduct rules and the coaches' instructions.

This includes potential risk and concussion awareness handouts.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content.

A comprehensive Student Handbook can provide notice to parents and students of the school's conduct rules, extracurricular and athletic participation requirements, and other important information. The building principal usually develops the Handbook, subject to review and approval by the superintendent and board.

Each board in a district that maintains any of grades 9 through 12 must have a *no pass-no play* policy (105 ILCS 5/10-20.30). See policy 6:190, *Extracurricular and Co-Curricular Activities*, for complete details.

For purposes of clarity, the IASB uses a curricular-extracurricular dichotomy. All classes are included in the category *curricular* as well as what was formally known as *co-curricular*, e.g., band and choral performances that are a required part of the class. The category *extracurricular* includes all school-sponsored activities that are not a part of a student's educational program as reflected in the student's class schedule. Examples include football, cheerleading, French club, Key Club, and student government. Note that extracurricular activities may be curriculum-related or non-curriculum-related for purposes of determining access to school facilities under the federal Equal Access Act. See sample IASB policy 7:330, *Student Use of Buildings - Equal Access*.

² At a minimum, schools should: (1) fully inform and warn students and their parent(s)/guardian(s) of risks inherent in a sport, (2) assist their understanding and appreciation of these risks, and (3) document the school's efforts. See 7:300-E1, *Agreement to Participate*. This form's provision concerning waiver of liability and hold harmless should be reviewed with the board attorney. The district may not be able to waive gross negligence or recklessness on its part, but the waiver language in the form serves to alert the student and his/her parent(s)/guardian(s) to the seriousness of potential injuries.

³ Students participating in interscholastic athletics must have an annual physical exam (23 Ill.Admin.Code §1.530(b)). IHSA by-law 2.150 requires schools to have on file for each student participating in interscholastic athletics a certificate of physical fitness issued by a licensed physician, physician assistant, or nurse practitioner not more than 395 days preceding any date of participation; a form is available on the IHSA website at: ihsa.org/Resources/DownloadCenter.aspx.

⁴ This item ensures that students are covered by insurance for medical expenses up to \$50,000 (before the district's catastrophic accident insurance kicks in) and that students who are not covered by the district's catastrophic insurance are otherwise covered by insurance.

105 ILCS 5/22-15 requires (with limited exceptions) each school district having grades 9-12 to maintain catastrophic insurance coverage for student athletes who sustain an accidental injury while participating in interscholastic athletic events sanctioned by IHSA that results in medical expenses in excess of \$50,000. A district maintaining grades K-8 may, but is not required to, provide accident and/or health insurance on a group or individual basis for students injured while participating in any school-sponsored athletic activity. For more information, see 4:100, *Insurance Management*.

Approval of Policy 4:110 - Transportation

1st Reading	Policy	Issue	Title	Internal Change/ No Change	Board Meeting 8/22/16 Change/No Change
August 22, 2016	4:110	N/ A	Operational Services - Transportation	C	

8/22/16

Acceptance of Donation

District 64 received a donation from Bretford of Bretford products including the installation of the goods, minus any infrastructure charges that may occur. As donations are unrestricted they have requested the product serve in both Lincoln Middle School's broadcast room and common area spaces of the school to support District 64. The value of the contribution is \$54,889.91.

Approval of Minutes

ACTION ITEM 16-08-11

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Session meetings on August 8 and July 18, 2016; and Regular Board meetings on July 18 and June 27, 2016.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

8/22/16

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 6:30 p.m.
July 18, 2016
Hendee Educational Service Center
164 S. Prospect Avenue
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:08 p.m. Other Board members in attendance were Vicki Lee, Mark Eggemann, Bob Johnson, Dathan Paterno, and Scott Zimmerman. Board member Tom Sotos was absent. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, 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 RECESSES AND ADJOURNS TO CLOSED SESSION

Board Recesses
and Adjourns to
Closed Session

At 6:09 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman 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: Paterno, Zimmerman, Borrelli, Lee, Johnson, Eggemann

NAYS: None.

PRESENT: None.

ABSENT: Sotos

The motion carried.

The Board adjourned from closed session at approximately 6:45 p.m. and resumed the regular Board meeting at 6:50 p.m. In addition to those mentioned above, also present were Director of Innovation and Instructional Technology Mary Jane Warden, Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, and approximately 10 members of the public.

Board President Borrelli provided an update on the progress of negotiating a new collective bargaining agreement with teachers, represented by the Park Ridge Education Association (PREA). He reported that the Board negotiating committee and PREA negotiating committee had gotten together most recently on July 12, where they continued to discuss language and salary considerations. Board President Borrelli stated

that he was pleased to report that while hurdles still exist, significant progress has been made. He expressed confidence that the PREA and Board will iron out the remaining details with fairness and respect, and with all good intent.

Board President Borrelli then extended sincere condolences on behalf of the Board and District to the family of Kate Babich, a Field School student, who died unexpectedly this summer. A moment of silence was then observed in her honor.

PUBLIC COMMENTS

Public
Comments

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

- Joan Sandrik, Park Ridge resident, addressed the Board regarding the parameters for sharing of information while negotiations with the PREA are in progress.
- Peter Karas, a Park Ridge resident, addressed the Board regarding retirement incentives and pension benefits for teachers.

Review of Institute
Day Plans

REVIEW OF INSTITUTE DAY PLANS

Dr. Heinz announced that this would be the first year the District had scheduled two staff Institute Days back-to-back at the start of the school year. She noted that the District would eliminate a February Institute Day, but retain the traditional November Institute Day. She reported that first and foremost, the District is excited to have more time together with staff to front load some of the District's key initiatives before school begins, as well as having expanded time for building-level work. Dr. Heinz noted the draft agenda included in her written report showed the key areas that will be covered, including presentation of the work being done on the comprehensive safety and security plan with our partners from the Northeastern Illinois Public Safety Training Academy (NIPSTA), teacher evaluation tool training and student growth model training, and "State of the District" data talks, among other topics to be addressed over the two days. Dr. Heinz confirmed that because breakout meeting rooms are needed, the District day for all staff would be held this year at Emerson Middle School.

OVERVIEW OF SUPERINTENDENT GOALS BY STANDARD

Overview of
Superintendent
Goals By Standard

Dr. Heinz reported that because much of her work is inextricably linked with the 2020 Vision Strategic Plan, she had provided the Board in June with an overview of the implementation of the plan in its first year 2015-16. At this meeting, she was providing the Board with an overview of the seven standards developed with the Board for its evaluation of her work. She reported that the goal is for the District to progress in all six Strategic Objectives identified in the Strategic Plan, and for Dr. Heinz also to show growth in the seven evaluation standards the Board has identified. She reported that the third component of her evaluation would be the student achievement data from 2015-16, which will be presented at the August 8 meeting. Dr. Heinz reported she would also be reviewing the Strategic Plan scorecard at that meeting, with the specific metrics used to track progress on all items within the plan. She noted

that the Board would then have all the information required to conduct its formal evaluation.

Dr. Heinz then reviewed the seven evaluation standards, and provided detailed information about what she has accomplished for each standard, including: Standard 1 – Vision: Promotes the success of every student by facilitating articulation, implementation, and stewardship of a vision for learning that is shared and supported by all stakeholders; Standard 2 – Teaching and Learning: Promotes the success of every student by advocating, nurturing, and sustaining a school culture and instructional programs conducive to student learning and staff professional growth; Standard 3 – Organization, Finance and Facilities: Ensures effective management of the organization, operations, and District resources in order to create a safe, efficient, and effective learning environment; Standard 4 – Ethics: Act with integrity and fairness in an ethical manner; Standard 5 – Social and Political Environments: Understand, respond to, and influence of political, social, economic, legal, and cultural environments; Standard 6 – Policy and Governance: Works with the Board to formulate District policy; and Standard 7 – Communication and Community Relations: Articulates District vision and purpose, handles media relations, solicits community feedback, and builds consensus for community support. Board members questioned Dr. Heinz as she provided specific details of her work over the past year for each standard. Board members commended Dr. Heinz for the extensive report on her efforts. Board President Borrelli noted the Board would have the opportunity for further discussion in closed session.

OVERVIEW OF SUGGESTED REVISIONS TO PRESS POLICIES 7:190, 7:200, 7:210, 7:220, 7:230

Overview of Suggested
Revisions to PRESS
Policies 7:190, 7:200,
7:210, 7:220, 7:230

Dr. Heinz reported that District 64 had received guidance from its legal counsel, Hodges Loizzi (HLERK), on further revisions being recommended to PRESS policies, which were recently revised to reflect changes in the law and procedures governing student discipline as found in Senate Bill 100 (SB100). She noted that five policies are affected: 7:190 – Student Discipline, 7:200 – Suspension Procedures, 7:210 – Expulsion Procedures, 7:220 – Bus Conduct, and 7:230 – Misconduct by Students with Disabilities. Dr. Heinz noted that the spirit behind SB100 is to keep students in school as much as possible and to discipline them in a way that will allow them to continue to learn. She reported that the new legislation was an effort to disrupt the “pipeline to prison” created when students are out-of-school suspended too frequently or expelled, and noted that all districts are required to adopt the new policies. Dr. Heinz reported that HLERK had briefed the District’s full administrative group including all principals and assistant principals, and would also be able to brief the Board should it so desire at a later meeting. She also pointed out that in addition to changes in how the administration implements school discipline, Board of Education practices also will have to change given the new legal and policy requirements, which need to be adopted in consultation with parents. Dr. Heinz reported that the District currently utilizes the PTO/A Presidents group for this review, but that other models could be used. Further, she noted that the District’s annual handbook also must be in compliance with SB100 and be consistent with the newly adopted policies. Dr. Heinz

reported that training of administrators on the revised policies has begun, and teachers also will be trained on the changes at the August Institute Days and continuing as needed on other early release Wednesdays.

Dr. Heinz then conducted a detailed review of the specific additional revisions being recommended by HLERK for each PRESS policy, beginning with the renaming of 7:190 to Student Behavior instead of Student Discipline. Board members questioned Dr. Heinz about each revision recommended by PRESS and the further HLERK recommendations, with Dr. Heinz recording each suggested change. Dr. Heinz reported that the District's policy team would meet in early August to further review these suggestions, and the Board Policy Committee also would meet. Dr. Heinz said she would return the amended policies for First Reading at the first August meeting, with adoption at the regular August meeting. She noted that the state has mandated that implementation begin on September 15, 2016. Board President Borrelli noted that due to the in-depth review provided at this meeting, the Board did not appear to need a further briefing from legal counsel at this time.

FIRST READING OF POLICIES FROM PRESS ISSUE 90

First Reading of
Policies From PRESS
Issue 90

Board members Paterno and Eggemann, who serve as the Board Policy Committee, along with Dr. Heinz reviewed the detailed revisions being recommended to this set of PRESS policies, and responded to Board member questions about the suggested changes. Administration was directed to provide more information about current concussion testing at the August meeting. Dr. Heinz noted the policies will be returned for adoption in August.

At 8:55 p.m., Board President Borrelli called for a brief break; the meeting resumed at approximately 9:00 p.m.

APPROVAL OF RESOLUTION #1169 FISCAL YEAR 2016-17 TENTATIVE BUDGET & ESTABLISHMENT OF PUBLIC HEARING DATE

Approval of Resolution
#1169 Fiscal Year 2016-
17 Tentative Budget &
Establishment of Public
Hearing Date

CSBO Kolstad reported that she had conducted a detailed, line-item exploration of the tentative budget with the Board at a Committee-of-the-Whole meeting on June 13, including a careful review of revenues as well as expenditures. She noted that the next step in the budget development process was for the Board to adopt a tentative budget, establish a public hearing date and time, and place the budget on display. CSBO Kolstad confirmed that the tentative budget brought for Board approval tonight was unchanged from the June meeting. She reported that an update on the unaudited 2015-16 year-end financials would be provided at the August regular meeting. She confirmed that the budget would be updated again in August and early September, after the year-end figures are known and school has opened for the 2016-17 school year, and that those changes would be fully identified for the Board when presented. CSBO Kolstad affirmed that the final budget is on schedule for official adoption at the September 26 meeting to meet the state's deadline.

ACTION ITEM 16-07-1

Action Item
16-07-1

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 Resolution #1169 placing the 2016-17 Tentative Budget on display, publish the notice of the public hearing according to the Illinois School Code Requirements, and establish the date and time of the public hearing on September 26, 2016 at 6:45 p.m.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Sotos

The motion carried.

**DISCUSSION OF DISTRICT COPIER AND PRINTER
SOLUTION**

Discussion of District
Copier and Printer
Solution

CSBO Kolstad reported that the Business Office and Technology Department had been working over the past year on a new solution for copying and printing for the District. She noted that the District had 245 copiers and printers across its nine locations, approximately 17 leases for various pieces of equipment, and over 50 maintenance agreements for the devices. She stated the team had been working with the Impact company to streamline this operation with a goal of saving money, providing a greener office environment, and still meeting the needs of all staff. CSBO Kolstad said the recommendation at this time was to eliminate 74 devices from the system on a gradual basis as a managed print solution (MPS) is implemented. She described features of the new system, and noted that the District anticipated saving about \$30,000 per year of the approximate \$218,000 per year now being spent under the District's current agreements. She recommended that a new five-year agreement be authorized with Impact, which had devoted considerable resources in working with the District to develop this solution. CSBO Kolstad distributed copies of Impact's written proposal. She noted that the District was not obligated to bid these services publicly. During a lengthy period of Board discussion, CSBO Kolstad reported that current maintenance agreements are expiring soon and the District would need to renew or sign a new agreement with another supplier. Board members discussed whether public bidding would yield a better outcome. CSBO Kolstad pointed out the amount of time Impact had invested in developing a specific solution for District 64, and how that could be accounted for within a competitive bid. She noted that leases on the District's large copiers would be coming up soon because they are on different cycle, and that the District could do a Request for

Proposal for those as a separate group. Summing up the discussion, Board President Borrelli requested that administration return in August with information about a three-year option in addition to Impact's current five-year proposal, and to outline the options if the Board preferred conducting an RFP process.

CONSENT AGENDA

Consent
Agenda

Dr. Heinz announced that a revised personnel report had been distributed to the Board at their places this evening. In response to Board member questions, CSBO Kolstad provided further information about specific accounts payable line items related to purchases for technology and instructional materials. CSBO Kolstad noted that the District had run another set of checks on June 30 so that they could appear in the 2015-16 budget, but that these checks had been held for the Board's approval tonight together with the normal run for this meeting.

A. PERSONNEL REPORT

Gretchen Buhrke	Employ as 12-Month Building Technologist at Roosevelt School, effective July 25, 2016 - \$18.51 hr.
Barbara Fisher	Employ as EL Teacher at Field School effective August 15, 2016 - \$54,027.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Casey Gibbons	Employ as Special Education Teacher at Roosevelt School effective August 15, 2016 - \$48,582.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Mary Graff	Employ as 10-Month Level IV Head Secretary at Franklin School effective August 1, 2016 - \$28,394.63.
Claire Reibel	Employ as (.76) General Music Teacher at Roosevelt School effective August 15, 2016 – \$48,582.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Laura Wagenman	Employ as 12-month Level IV Head Secretary at Emerson School, effective July 15, 2016 – \$18.65 hr.
Austin Bautista	Employ/rehire as Special Education Teacher at Franklin School effective August 15, 2016 - \$52,213.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Jen Buti	Employ/rehire as .91(.50 Literacy and .41 C of C) Teacher at Roosevelt School effective August 15, 2016 - \$64,012.13. <i>Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Evelyn Dobrydnio	Employ/rehire as .80 Science/Health Teacher at Emerson School effective August 15, 2016 - \$38,865.60 <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .

Kerry Downes-Columbia	Employ/rehire as Special Needs Assistant at Washington School effective August 15, 2016 – \$20,001.15. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Katie Elder	Employ/rehire as Part-time (.50) C of C Teacher at Franklin School effective August 15, 2016 – \$24,291.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Debbie Keane	Employ/rehire as Special Needs/One-on-One Assistant at Roosevelt School effective August 15, 2016 – \$20,001.15. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Melissa Moore	Employ/rehire as Health Assistant at Carpenter School effective August 15, 2016 - Salary TBD. \$21,539.70. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Michelle Raclaw	Employ/rehire as Part-time (.50) C of C Teacher at Franklin School effective August 15, 2016 – \$27,939.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Jacob Szczesniak	Employ/rehire as Special Needs Assistant at Emerson School effective August 15, 2016 - \$21,539.70. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Angela Taggart	Employ/rehire as 4th Grade Teacher at Field School effective August 15, 2016 - \$64,959.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Alex Teater	Employ/rehire as Music Teacher at Emerson School effective August 15, 2016 - \$52,213.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Tiffany Costa	Change of Assignment from 3rd Grade Teacher at Field School to Instructional Technology Coach Teacher at Roosevelt School effective August 15, 2016.
Tiffany Costa	Leave of Absence Request, Maternity/FMLA – Instructional Technology Coach Teacher at Roosevelt School effective November 5, 2016 – December 22, 2016 (tentative).
Samantha Odelson	Resign as Teacher Assistant at Carpenter School effective June 2, 2016.
Megan Flynn	Employ as Summer School Assistant effective June 7, 2016 - Field School.

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

B. BILLS, PAYROLL AND BENEFITS

10 - Education Fund-----	\$1,420,265.55
20 - Operations and Maintenance Fund -----	123,800.94
30 - Debt Services-----	76,223.52
40 - Transportation Fund -----	37,607.80
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	1,237,719.51
80 - Tort Immunity Fund -----	640,469.00
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 125135 – 125161 dated 6/30/16
125165 – 125355 dated 7/18/16

Total: \$3,536,086.32

Payroll and Benefits for Month of June, 2016

10 - Education Fund-----	\$10,391,255.02
20 - Operations and Maintenance Fund -----	328,431.90
40 - Transportation Fund -----	11,807.94
50 - IMRF/FICA -----	158,567.43
51 – SS/Medicare -----	209,370.07
80 - Tort Immunity Fund -----	-

Checks Numbered: 12434 - 12599
Direct Deposit: 900096785 – 900100537

Total: \$11,099,432.36

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

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING JUNE 30, 2016

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

D. APPROVAL OF AGREEMENT BETWEEN THE PARK RIDGE PUBLIC LIBRARY AND PARK RIDGE-NILES SCHOOL DISTRICT 64

E. HOLD OR RELEASE OF CLOSED MINUTES

F. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 16-07-2

Action Item
16-07-2

It was moved by Board member Paterno and seconded by Board member Zimmerman to approve the Consent Agenda of July 18, 2016 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending June 30, 2016; Approval of Agreement Between the Park Ridge Public Library and Park Ridge-Niles School District 64; Approval of Hold or Release of Closed Minutes and Destruction Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Sotos

The motion carried

APPROVAL OF MINUTES

Approval of
Minutes

Board member Johnson requested that the May 24 closed session minutes be amended to indicate his presence at the meeting.

ACTION ITEM 16-07-3

Action Item
16-07-3

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 minutes from the Closed Session meetings on May 24 and June 27, 2016; Special Board meetings on June 13, 2016; and Committee-of-the-Whole: 2016-17 Budget Draft on June 13, 2016, and to include Board member Johnson was present on May 24.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Sotos

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Heinz noted that the library agreement approved in the Consent

Agenda should indicate that any fines incurred will be paid by teachers, not by District 64. She also reviewed upcoming agendas, and pointed out that a tour of the new secured vestibule and reconfigured office would be included at the August 22 meeting at Washington School. She noted a recent FOIA request, and stated that the discipline data report would be moved to August. Administration was requested to provide an update on outstanding student fees from 2015-16 at an upcoming meeting.

ADJOURNMENT TO CLOSED SESSION

Adjournment
to Closed
Session

At 9:57 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)], and to finish discussion under the earlier cited [5 ILCS 120/2 (c)(2)] regarding negotiations, not to return to open session.

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Lee, Johnson

NAYS: Eggemann

PRESENT: None.

ABSENT: Sotos

The motion carried.

President

Secretary

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.
June 27, 2016
Jefferson School – Multipurpose Room
8200 N. Greendale Avenue
Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:13 p.m. Other Board members in attendance were Vicki Lee, Mark Eggemann, Scott Zimmerman and Tom Sotos. Board members Bob Johnson and Dathan Paterno were absent. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent Lori Lopez, 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 RECESSES AND ADJOURNS TO CLOSED SESSION

Board Recesses
and Adjourns to
Closed Session

At 6:14 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman 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: Eggemann, Lee, Borrelli, Zimmerman, Sotos

NAYS: None.

PRESENT: None.

ABSENT: Johnson, Paterno

The motion carried.

The Board adjourned from closed session and after a short recess resumed the regular Board meeting at 7:14 p.m. In addition to those mentioned above, also present were Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, and approximately 25 members of the public.

Board President Borrelli provided an update on the progress of negotiating a new collective bargaining agreement with teachers, represented by the Park Ridge Education Association (PREA). He reported that currently the Board is preparing a presentation to be delivered at the next Board-PREA negotiations meeting, which is tomorrow, June 28. Following that meeting, there is one tentative final meeting scheduled for July 12.

Currently outstanding are issues regarding language and salary. The next Board meeting on July 18 will be after the PREA meeting, at which the Board will fully discuss the issues that arise.

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, inquired about the timeline for sharing results of the Thoughtexchange survey and when the new teachers' contract will be made public and voted on by the Board.
- Russ Gentile, 1333 Brophy, thanked the District for the quality education provided to his three sons during their years in District 64.

DISCUSSION PARK RIDGE PARK DISTRICT – EMERSON LIGHTING PROPOSAL

Discussion Park
Ridge Park District
– Emerson
Lighting Proposal

CSBO Kolstad introduced a proposal from the Park Ridge Park District for installing lighting on the athletic playing fields at Emerson Middle School, which would require a new intergovernmental agreement. She noted the District's current agreement is that the Park District is responsible for the maintenance and upkeep of the fields at Emerson and other fields in the District in exchange for being allowed to use them for their sports groups. She noted that the current request is from the Park District's soccer affiliate to provide lighting due to the shorter daylight hours available primarily in the fall so that practices and occasional make-up games can be scheduled into the early evening. Terry Wolf, Park District Superintendent of Buildings and Grounds, and Matt Pothast, Travel Director of Park Ridge Soccer, provided more details about the proposal to add nine poles to the Emerson fields to provide safer conditions for youth sports. CSBO Kolstad affirmed that this proposal is in the beginning stages of being explored, and that District 64 had requested further information about communication with neighbors, status of approvals from the Village of Niles, and more refined costs including ongoing operating and maintenance costs. The Park District representatives, Facility Director DeGeorge and CSBO Kolstad responded to Board member questions about the specific property that would be lighted on the Emerson campus, why Emerson was selected for this installation vs. alternate Park District locations, funding through the Park District, safety features of the pole installation, the guidelines that would be developed for the use of the lights, and benefits to the youth in the community to provide a safely lighted environment for soccer. There was extensive discussion on whether the installation was planned to be a "dark sky" approach to avoid light pollution and negate the impact on neighbors. The Park District affirmed that the lights being recommended are the newest design and most common athletic lights now being used in the Chicagoland area.

Board President Borrelli invited public comments, which were received as follows:

- Helena Meier, a Root Court resident, expressed concerns about the impact of more intensive use of the fields as her property adjoins the Emerson campus.

- Anayis Kasper, a Susan Court resident who also faces the campus, expressed concerns about the impact of lighting and parking congestion.
- Kathy Costa, also a Susan Court resident, expressed concerns about the impact of car headlights shining into her home as they leave the area after dark.
- An Emerson neighbor inquired about further steps in the process. Board President Borrelli confirmed that the proposal is at the discussion stage, and that it would return to the Board for further consideration and would be posted on the agenda at that time.

Based on the Board's discussion, CSBO Kolstad and Dr. Heinz confirmed that the Park District had been requested to provide photos of similar lights in use and the address of fields using them so that light levels could be personally observed; dates and hours the fields would be used with lights; more information about why other Park District fields are unsuitable; and information about the community impact study to engage Emerson neighbors in the project.

APPROVAL OF BID FOR WINDOW PROJECTS

CSBO Kolstad, along with Terry Wright of FGM Architects and Lucas Streich from construction managers Nicholas and Associates, reviewed the window replacement project included in the Health Life Safety Report/Master Facilities Plan. CSBO Kolstad noted the District earlier this spring had rejected bids for replacement windows at Lincoln because of cost. Subsequently, the project had been expanded to include replacement of Roosevelt's gym windows, which are also on the Life Safety report, to attract more competitive pricing on rebidding. She reported that the decision to wait and rebid had saved the District \$414,000, while expanding the scope to include the Roosevelt windows. CSBO Kolstad presented an updated list of the costs for all summer 2016 projects, including the associated fees, in her written report. She also noted that installation was scheduled to begin on November 1 at Lincoln, and that substantial completion was scheduled for December 22. She affirmed that the work would be planned to ensure that any disruption to the educational program is minimized, and pointed out Lincoln staff had given the project extremely high priority in their own report on facilities needs. CSBO Kolstad, Ms. Wright and Mr. Streich provided further clarifying information in response to Board questions about the professional fees associated with the project, financing through the abatement of funds from the Working Cash Fund to the Capital Projects Fund, original estimate of the work compared with the bids received, quality of the new windows, procedures for workers in the buildings to meet the District's security requirements, and inclusion of window shades at Lincoln within the project scope.

Approval of Bid
for Window
Projects

Board President Borrelli invited public comments; none were received.

ACTION ITEM 16-06-2

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64,

Action Item
16-06-2

Park Ridge – Niles, Illinois, approve the bid from Jensen Window Corporation for window replacement at Lincoln Middle School and gymnasium windows at Roosevelt Elementary School at a total cost of \$1,430,200.

The votes were cast as follows:

AYES: Sotos, Zimmerman, Borrelli, Lee, Eggemann

NAYS: None.

PRESENT: None.

ABSENT: Paterno, Johnson

The motion carried.

RECOMMENDATION AND APPROVAL OF THE HOT LUNCH PROGRAM

Recommendation and
Approval of the Hot
Lunch Program

Dr. Heinz updated the Board on the current status of the proposal to extend the District's hot lunch program to the elementary schools beginning in 2016-17. She noted that the Board had discussed the recommendation multiple times this spring, and most recently had requested administration to continue developing options for providing lunch service to elementary families in the coming year. Dr. Heinz reviewed many misperceptions that remain about the proposal. She then pointed out that in addition to ongoing issues with the elementary PTO/A scheduling of volunteers and repeated concerns from health inspections conducted by the City of Park Ridge, new concerns had arisen regarding the need for PTO/A food service vendors to meet specific insurance requirements at levels dictated by the District's participation in the Collective Liability Insurance Cooperative.

CSBO Kolstad then reviewed the further discussions that had occurred recently with the City of Park Ridge regarding the District's food service license and food safety requirements. She presented two alternatives for the Board's consideration for the coming year. The first alternative would be a modification to the status quo, and had three variations. The second alternative would be to move forward with utilizing the District's current food service provider for four-day service, with a fifth day reserved as a PTO/A pizza fundraising day. Dr. Heinz and CSBO Kolstad reviewed each scenario in detail and responded to Board member questions throughout.

During the ensuing lengthy period of Board deliberation, the discussion ultimately focused on modifying the status quo by adding a District employee to oversee the program, requiring the needed insurance of PTO/A vendors, and by requiring that PTO/A vendors meet City of Park Ridge health inspection requirements in their kitchens where food is originally prepared. It was clarified that the District would continue to have all responsibility for the license/program. Discussion then moved to what would be needed for kitchen updates at the elementary schools to move to a District-provided hot lunch program in future years; the financial commitment and payback period for this

investment; and how hot lunch programs operate at other districts. CSBO Kolstad provided additional information about the current Arbor contract for the middle school hot lunch program, which is now renewed on an annual basis. There was additional discussion on rebidding the contract for 2017-18 to include middle schools as well as all five elementary schools, which would give the District maximum control over the quality and pricing of the food served to students as well as direct oversight of food safety.

ACTION ITEM 16-06-3

Action Item
16-06-3

It was moved by Board member Sotos and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve that District 64 continue providing the opportunity for a lunch service under Option 1, which allows for the following: the District hires an employee to oversee the program; the employee will have an Illinois Food Service Sanitation License and will oversee training of PTO/A volunteers at all five schools; the PTO/A food vendors must provide proof of liability insurance to District 64 and be approved by the City of Park Ridge; the cost of the employee shall be the burden of District 64 for that period of time; and directs the administration to continue their efforts on Alternative 2 -- managed by food service -- to go out to bid and provide the Board with a proposal in the future.

Board President Borrelli invited public comments, which were received as follows:

- Joan Sandrik, Park Ridge resident, commended the Board for planning to bid the food service contract.
- Bridget Arena, Washington School parent, expressed support for the hot lunch program for the elementary schools.

The votes were cast as follows:

AYES: Eggemann, Lee, Zimmerman, Sotos

NAYS: Borrelli

PRESENT: None.

ABSENT: Johnson, Paterno

The motion carried.

At 9:55 p.m., Board President Borrelli called for a short break; the meeting resumed at 10:04 p.m.

**2020 VISION STRATEGIC PLAN YEAR 1
UPDATE/SUPERINTENDENT GOALS**

2020 Vision Strategic
Plan Year 1 Update/
Superintendent Goals

Dr. Heinz presented a comprehensive report to the Board on the first year of implementation of the five-year Strategic Plan. She noted that the Strategic Planning Steering Committee had worked through the report at its first annual review

meeting on June 1, and had recommended its presentation to the Board without changes. Dr. Heinz provided specific steps that had been completed for each of the six Strategic Objectives within the plan. For Strategic Objective One (Develop Students Who Master the 4 C's: Communication, Collaboration, Creativity, and Critical Thinking), Dr. Heinz reported on activities related to the three strategies being implemented to reach the objective, namely: providing an engaging, motivating and challenging educational program; inquiry-based learning; and technology integration. For Strategic Objective Two (Provide a Rigorous Education for All Students), Dr. Heinz offered details on the strategies being utilized, including aligned, articulated curriculum, high-impact instruction, and standards-based reporting. For Strategic Objective Three (Differentiate to Meet the Academic and Social Emotional Health Needs of All Students), Dr. Heinz pointed out the steps undertaken in providing high quality Tier 2 and Tier 3 intervention and in data-driven decision-making. Dr. Heinz noted that the first three objectives were all focused on the District's educational program and instruction. She reported that Strategic Objective Four (Foster Effective Communities of Practice through Professional Development and Staff Support) was focused on building teachers' capacity to deliver high impact, 21st century instruction aligned with the Strategic Plan objectives. She reviewed the activities completed this year to help staff members collaborate and team for continuous improvement, foster professional communities of practice, and to provide differentiated professional development so that every teacher can grow. Dr. Heinz moved to the final two objectives, which provide the foundation for the District's educational program. She reviewed the work undertaken in Strategic Objective Five (Provide Safe and Secure Learning Spaces to Support 21st Century Learners), including a renewed focus on Life Safety projects and development of a Master Facilities Plan, and maintaining the environmental health of all facilities. Finally, Dr. Heinz reviewed Strategic Objective Six (Maintain Fiscal Responsibility that Reflects a Commitment to Student Learning and a Rich Variety of Programs and Services), including the progress made in financial stewardship of the District's resources, financing of priority projects, maintaining the District's fund balance policy, financing priority educational programs, planning for future challenges, and providing parent and community education.

Dr. Heinz noted hundreds of staff and community members had invested their voices in the plan by working to implement specific facets through the work of at least 14 different committees or groups, such as the Core Plus Committee, Master Learning Committee, the Science Review Committee, the Superintendent Community Relations Council and many others.

Board members then questioned Dr. Heinz about her recommendations for any alternations to the plan heading into Year 2. Dr. Heinz and the Board discussed the projects that the District is forecasting to be undertaken in 2016-17 and the pacing of this work, such as a boundary study, scheduling, program review or other studies that require multiple years of work. She noted that the implementation during the first year required maximum effort to accomplish on the part of the administrative team and staff members. Looking ahead, Dr. Heinz noted that the administrative team had identified projects that would fit into years 2-5, keeping in mind the need to manage the work and to make sure teachers on committees can handle their committee responsibilities in executing steps

outlined in the plan. She also noted that the team is mindful of what is being asked of all teachers to handle changing expectations for instructional practices and program initiatives as these are rolled out. Dr. Heinz pointed to keeping a balance with the pacing as a fundamental concern.

Dr. Heinz noted that at the next meeting, she would provide the Board with an update on the Strategic Plan scorecard. The scorecard provides metrics to track progress on these six objectives and the individual goal areas. She noted the scorecard would be another component for the Board to be layered into her evaluation. Board President Borrelli expressed the Board's thanks to Dr. Heinz and her team for the comprehensive report and for driving the District to higher and higher achievement levels.

**DISCUSSION ON ABATEMENT OF WORKING CASH FUND TO
CAPITAL PROJECT FUND FOR SUMMER 2016**

Discussion on
Abatement of Working
Cash Fund to Capital
Project Fund for
Summer 2016

CSBO Kolstad reported that based on the Board's direction at the May 23 meeting, the Board is being asked to formally abate \$5.5 million from the Working Cash Fund to the Capital Projects Fund to occur prior to June 30, 2016, so that it is recognized in the 2015-16 fiscal year. She confirmed that the funds would be utilized for the already approved summer 2016 projects now underway as part of the District's Health Life Safety/Master Facilities Plan work.

CSBO Kolstad further noted that an additional abatement of \$4.5 million of the \$10 million the Board intends to utilize for facility improvements had been included in the 2016-17 budget.

ACTION ITEM 16-06-4

Action Item
16-06-4

It was moved by Board member Lee and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge Niles, adopt the attached Resolution #1166 authorizing the School Treasurer to permanently abate the amount of \$5,500,000 from the Working Cash Fund into the Capital Projects Fund, the fund that has been determined to be the fund most in need.

The votes were cast as follows:

AYES: Eggemann, Lee, Borrelli, Zimmerman, Sotos

NAYS: None.

PRESENT: None.

ABSENT: Johnson, Paterno

The motion carried.

CONSENT AGENDA

Consent
Agenda

Upon Board member request, the prevailing wage approval was removed from the Consent Agenda to be considered separately.

A. PERSONNEL REPORT

Sarah Fies	Employ as Special Education Coordinator at ESC Effective July 25, 2016 - \$80,000.00.
Lisa Germanowski	Leave of Absence Request, Maternity/FMLA – 4th Grade Teacher at Roosevelt School effective November 15, 2016 – February 28, 2017 (tentative).
Aileen Stonelake	Leave of Absence Extension Request, Parental – 2nd Grade Teacher at Roosevelt School effective August 15, 2016 – June 2, 2017 (tentative).

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

B. BILLS, PAYROLL AND BENEFITS

10 - Education Fund-----	\$1,097,569.73
20 - Operations and Maintenance Fund -----	333,337.81
30 - Debt Services-----	2,935.80
40 - Transportation Fund -----	199,160.82
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	459,861.63
80 - Tort Immunity Fund -----	82.00
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 124866 – 125131

Total: \$2,092,947.79

Payroll and Benefits for Month of May, 2016

10 - Education Fund-----	\$3,991,614.14
20 - Operations and Maintenance Fund -----	212,685.80
40 - Transportation Fund -----	5,675.61
50 - IMRF/FICA -----	80,405.98
51 – SS/Medicare -----	90,864.48
80 - Tort Immunity Fund -----	-

Checks Numbered: 12365 - 12433

Direct Deposit: 900095145 – 900096784

Total: \$4,381,246.01

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

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING MAY 31, 2016

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

D. (REMOVED)

E. APPROVAL OF RESOLUTION #1168 OF SAFETY HAZARDS (TRANSPORTATION)

F. APPROVAL OF POLICIES FROM PRESS ISSUE 91

G. APPROVAL OF MAINE TOWNSHIP SCHOOL TREASURER DEPOSITORIES

H. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 16-06-5

Action Item
16-06-5

It was moved by Board member Eggemann and seconded by Board member Sotos to approve the Consent Agenda of June 27, 2016 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending May 31, 2016; Approval of Resolution #1168 of Safety Hazards (Transportation); Approval of Policies from PRESS Issue 91; Approval of Maine Township School Treasurer Depositories; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

AYES: Sotos, Zimmerman, Eggemann

NAYS: Borrelli, Lee

PRESENT: None.

ABSENT: Johnson, Paterno

The motion carried.

The Board then discussed investigating whether the District could remove itself from being constrained by the Prevailing Wage requirement. Board member Eggemann offered to assist in conducting research on whether this would be a legal option and the possible impact.

ACTION ITEM 16-06-5a

Action Item
16-06-5a

It was moved by Board President Borrelli and seconded by Board member Lee to approve Resolution #1167 for Prevailing Wage.

The votes were cast as follows:

AYES: Sotos, Zimmerman, Borrelli, Lee

NAYS: Eggemann

PRESENT: None.

ABSENT: Paterno, Johnson

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 16-06-6

Action Item
16-06-6

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 Closed Session meetings on May 23 and June 13, 2016; Special Board meetings on May 9 and May 24, 2016; and Regular Board meeting on May 23, 2016.

The votes were cast as follows:

AYES: Eggemann, Lee, Borrelli, Zimmerman, Sotos

NAYS: None.

PRESENT: None.

ABSENT: Johnson, Paterno

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Heinz provided draft agendas for upcoming meetings and an update on FOIA requests. Due to the lateness of the hour, she deferred a presentation on student discipline data to the next meeting. She noted the work underway to outfit a 21st century learning space as a model classroom through a 2016-17 grant from the District 64 Elementary Learning Foundation.

As the Board negotiating team had not met with the Park Ridge Teacher Assistants Association (PRTAA) since the last meeting, there was no update.

ADJOURNMENT

Adjournment

At 11:12 p.m., it was moved by Board member Zimmerman and seconded

by Board member Eggemann to adjourn, which was approved by voice vote.

President

Secretary

DRAFT

BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64

COMMITTEE-OF-THE-WHOLE

Monday, September 12, 2016
7:00 p.m. – 8:00 p.m.

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

AGENDA

1. Call to Order and Roll Call
2. NIPSTA Update & Crisis Go App
3. 2016-17 Budget Changes from Tentative Budget
4. Public Comments
5. Adjournment

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

Special Board Meeting Agenda
Monday, September 12, 2016
Jefferson School – Multipurpose Room
8200 N. 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**

- Roll Call
- Introductions
- Opening Remarks from President of the Board

7:00 p.m. **Board Recesses and Adjourns to Committee-of-the-Whole**

8:00 p.m. **• Board Adjourns from Committee-of-the-Whole and Resumes Special Board Meeting**

• Public Comments

• Ratify Roof at Carpenter School
-- Chief School Business Official

Action Item 16-09-1

A-1

• Consent Agenda
-- Board President

Action Item 16-09-2

A-2

- Approval of Financial Update for the Period Ending July 31, 2016

• Adjournment

Next Regular
Meeting:

Monday, September 26, 2016

Public Hearing on Budget – 6:45 p.m.

Regular Board Meeting – 7:00 p.m.

Roosevelt School – North Gym

1001 S. Fairview Avenue

Park Ridge, IL 60068

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

Inspire every child to



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

Regular Board Meeting Agenda
Monday, September 26, 2016
Roosevelt School – North Gym
1001 S. Fairview Avenue
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

6:45 p.m.	Meeting of the Board Convenes <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board 	
6:45 p.m.	<ul style="list-style-type: none"> • Board Convenes to a Public Hearing on the Budget 	
7:00 p.m.	<ul style="list-style-type: none"> • Board Adjourns from Public Hearing on the Budget and Resumes Regular Board Meeting • Pledge of Allegiance & Welcome • Public Comments • Adoption of FY17 District 64 Budget <ul style="list-style-type: none"> -- Chief School Business Official • Sixth Day of Enrollment <ul style="list-style-type: none"> -- Chief School Business Official • Preliminary Enrollment and Staffing Report <ul style="list-style-type: none"> -- Assistant Superintendent for Human Resources/ • Report on Thoughtexchange Results <ul style="list-style-type: none"> -- Superintendent • Referendum: Research to Readiness <ul style="list-style-type: none"> -- Superintendent • Preliminary Discussion on Master Facilities Plan/Health Life Safety Projects 2017-18 	<p>Action Item 16-09-3</p> <p>A-1</p> <p>A-2</p> <p>A-3</p> <p>A-4</p> <p>A-5</p> <p>A-6</p>

-- Superintendent

• **Consent Agenda**

A-7

-- Board President

Action Item 16-09-4

- Personnel Report
- Bills, Payroll and Benefits
- Approval of Financial Update for the Period Ending August 31, 2016
- Annual Application for Recognition of Schools
- Destruction of Audio Closed Minutes (none)

• **Approval of Minutes**

Action Item 16-09-5

A-8

-- Board President

- Special Board Meeting -----September 12, 2016
- Committee-of-the-Whole -----September 12, 2016
- Regular Board Meeting -----August 22, 2016
- Closed Session Meeting -----August 22, 2016
- Special Board Meeting -----August 8, 2016

• **Other Discussion and Items of Information**

A-9

-- Superintendent

- Upcoming Agendas
- Freedom of Information Act Request (FOIA)
- District Committee Update (Elementary Learning Foundation)
- Memorandum of Information
 - ISBE Report: Administrator & Teacher Salary and Benefits – School Year 2015
 - Follow-up on Collection of Student Fees
- Minutes of Board Committees (none)
- Other
 - Update on Construction Projects
 - Board Member School Visits

• **Adjournment**

Next Meeting: **Monday, October 11, 2016**
Committee-of-the-Whole – 7:00 p.m.
Lincoln School – Gym
200 S. Lincoln Avenue
Park Ridge, IL 60068

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Dear FOIA Officer:

This is a request under the Freedom of Information Act for records showing the following information:

- Does your district have an acceleration policy?
- If yes, does it allow students to enter Kindergarten early?
- If yes, does it allow students to enter first grade early?
- If yes, does it allow students to take classes at a higher level than their current grade?
- If yes, does it allow students to skip grades?
- If yes, does it allow students to graduate high school early?

Please send me the records in the electronic format in which you keep the records. If the records are only in paper format, please scan them into PDFs. Please email me the records, or if that is not possible, mail them to me on a CD. If you are unable to send the records in one of the formats I requested, please contact me to discuss alternatives. Please contact me for my authorization of any charge in excess of \$10. I am not making this request for a commercial purpose.

Thank you,

Joshua Dwyer
Policy Director
One Chance Illinois

To: Board of Education

From: Dr. Laurie Heinz, Superintendent

Date: August 22, 2016

Re: 2017 School Board Election

The 2017 School Board Election will be included in the spring municipal elections on Tuesday, April 4, 2017. This will mark the second time school districts will follow the new election laws from 2014 relating to school board seats. School board candidates will file their nominating petitions and paperwork directly with the Cook County Clerk, rather than with the District 64 office. Other procedural matters were removed from the school district level.

The Cook County Clerk has announced that the first day to circulate nominating petitions will be September 20, 2016. The candidate filing deadline dates are December 12 - 19, 2016. Additional information can be found on the [2017 Election Calendar](#).

District 64 residents will be electing four individuals to serve 4-year terms. The seats are currently held by Board members Bob Johnson (two-year term as remainder of resignation of previous Board member), Vicki Lee, Dathan Paterno, and Scott Zimmerman.

To publicize the Board member election, District 64 has always created a dedicated page on the website with key information. In addition, Public Information Coordinator Bernadette Tramm also will again organize an *"A-B-C's of School Board Service"* informal coffee and conversation session for interested community members. The purpose of this event is to let community members talk with fellow community members about the job to get a feel for the time commitment, challenges, etc. that may not be evident from reading the formal list of responsibilities. This would be the fourth such session District 64 has arranged; the first was held in fall 2010. Ms. Tramm reports that all previous sessions were well-attended, and that community members found them helpful in being able to discuss the in's and out's of Board service with past Board members.

District 64 uses the IASB model for a short presentation by a Board officer or other current Board member, followed by open Q&A. Because of the Open Meetings Act, only two current Board members may attend. However, [past Board members](#) are invited and many typically come to join the conversation.

It would be helpful for the Board to review the dates proposed for the "A-B-C's" event to determine which two Board members are available to attend. The meeting would be scheduled for 7:00 p.m. at the District 64 Educational Service Center. Working within the busy District 64 calendar at the start of the school year, the proposed dates are:

- Wednesday, October 5
- Wednesday, October 12

Once the date has been selected, we will then contact our former Board members to invite their participation, and publicize the opportunity to parents and the Park Ridge-Niles community.