

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

**Board of Education Agenda  
Special Board Meeting  
Monday, August 6, 2012  
Raymond Hendee Educational Service Center  
164 South Prospect Avenue**

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

**Monday, August 6, 2012**

<b>TIME</b>		<b>APPENDIX</b>
6:30 p.m.	<p><b>Meeting of the Board Convenes</b></p> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Introductions</li> <li>• Opening Remarks from President of the Board</li> <li>• <b>Board Convenes to a Committee-of-the-Whole: Finance</b></li> </ul>	
7:30 p.m.	<p>• <b>Board Adjourns from Committee-of-the-Whole and Resumes Special Board Meeting</b></p> <ul style="list-style-type: none"> <li>• <b>Public Comments</b></li> <li>• <b>Review of Plans for Institute Day &amp; Opening Day of School</b> <span style="float: right;">A-1</span> -- Superintendent</li> <li>• <b>Board Adopts 2012-13 Tentative Budget &amp; Establishment of Public Hearing Date</b> <span style="float: right;">A-2</span> -- Business Manager <span style="float: right;">Action Item 12-08-1</span></li> <li>• <b>Approval of Technology Equipment Purchase</b> <span style="float: right;">A-3</span> -- Director of Technology <span style="float: right;">Action Item 12-08-2</span></li> <li>• <b>Discussion and Approval of Additional Cost for Metropolitan Water Reclamation District Permitting Requirement/Change Orders for the Carpenter Site Project.</b> <span style="float: right;">A-4</span> -- Director of Facility Management <span style="float: right;">Action Item 12-08-3</span></li> <li>• <b>Consent Agenda</b> <span style="float: right;">Action Item 12-08-4</span> <span style="float: right;">A-5</span> -- Board President <ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills and Payroll</li> <li>• Approval of Financial Update for the Period Ending June 30, 2012</li> <li>• Destruction Audio Closed Minutes (none)</li> </ul> </li> </ul>	

- **Approval of Minutes** Action Item 12-08-5 A-6
  - Board President
    - Closed Session Minutes .....July 9, 2012
    - Regular Board Meeting Minutes.....July 9, 2012
  
- **Other Items of Information** A-7
  - Superintendent
    - Upcoming Agenda
    - Freedom of Information Request (FOIA)
    - Memorandum of Information (none)
    - Minutes of Board Committees (none)
    - Other
      - Facility Master Plan Phase II
  
- **Closed Session to Follow Special Meeting**
  - Collective Negotiations 5 ILCS 120/2(c)(2)
  - Performance of Specific Employees 5 ILCS 120/2(c)(1)

Next Regular Meeting: **Monday, August 20, 2012**  
 7:30 p.m. Regular Board Meeting  
 Raymond Hendee ESC  
 164 S. Prospect Avenue  
 Park Ridge, IL 60068

August 10 – Emerson Middle School – LRC

Special Board Meeting – 6:00 p.m.  
 Closed Session - Board Retreat

August 20

Regular Board Meeting – 7:30 p.m.

- Preliminary Enrollment Report
- Administration Response to Community Finance Committee (CFC) Recommendation
- 2013 School Board Elections (memo) • Approval of July Financials
- Update on Institute Day (other)
- Approval of Financial Update for the Period Ending July 31, 2012

September 10

Committee-of-the-Whole: Finance – 6:30 p.m.  
 Public Hearing on the Budget – 7:00 p.m.  
 Special Board Meeting – 7:30 p.m.

- Board Reviews Final Draft of 2012-13 Budget • Sixth Day of Enrollment

September 24 – Franklin Elementary School

Regular Board Meeting – 7:30 p.m.

- Board Adopts the 2012-13 Budget • Annual Recognition of Schools
- Discussion and Approval of Facility Master Plan Phase II and Introduction of Education Specifications
- Administrator and Teacher Salary and Benefits – school year 2012 Report
- Approval of Financial Update for the Period Ending August 31, 2012

October 22 – Washington Elementary School

Regular Board Meeting – 7:30 p.m.

- Board Reviews the 2012 Tentative Tax Levy and Establishment of Public Hearing Date
- Approval of Financial Update for the Period Ending September 30, 2012

TBD

- Approval of Intergovernmental Agreement between School District 64 and the Park Ridge Park District
- Approval to Bid Carpenter School HVAC Project
- Approval to Bid Franklin School Boiler Project
- Approval to Bid Lincoln Middle School Boiler Project
- Summer Interim Session 2012

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.

**Review of Plans for Institute Day & Opening Day of School**

**INTRODUCTION**  
**DR. JOHN R. POWERS**  
**DISTRICT 64, PARK RIDGE – NILES, ILLINOIS**  
**AUGUST 20, 2012**

DR. JOHN R. POWERS IS THE AUTHOR OF FIVE BOOKS HIS MOST RECENT BEING **ODDITUDE, (FINDING THE PASSION FOR WHO YOU ARE AND WHAT YOU DO)**. HE HAS ALSO WRITTEN THE BROADWAY MUSICAL COMEDY, *DO BLACK PATENT LEATHER SHOES REALLY REFLECT UP?* WHICH IS PRESENTLY RUNNING IN OVER A DOZEN CITIES. IN ADDITION, JOHN HAS RECEIVED TWO EMMY AWARDS FOR HIS WORK IN TELEVISION. LOYOLA UNIVERSITY PRESS HAS JUST RE-ISSUED JOHN'S FIRST THREE BOOKS.

DR. POWERS' EDUCATIONAL CREDENTIALS INCLUDE TEACHING FOR MANY YEARS ON THE ELEMENTARY, JUNIOR HIGH AND UNIVERSITY LEVELS. HE WAS A PROFESSOR OF SPEECH & PERFORMING ARTS AT NORTHEASTERN ILLINOIS UNIVERSITY, HAS WRITTEN AND HOSTED EDUCATIONAL SHOWS FOR PBS IN CHICAGO AND WAS A STUDENT-TEACHER SUPERVISOR. HE HOLDS A PH.D DEGREE FROM NORTHWESTERN UNIVERSITY IN THE FIELD OF COMMUNICATIONS.

JOHN POWERS HAS BEEN A GUEST ON SUCH SHOWS AS OPRAH AND TODAY AND REGULARLY APPEARS BEFORE EDUCATIONAL, BUSINESS AND COMMUNITY GROUPS. THIS YEAR, DR. POWERS IS A CONTRIBUTOR TO THE NEWEST BOOK IN THE CHICKEN SOUP FOR THE SOUL SERIES. HE IS PRESENTLY WRITING A NEW BOOK, **HOW TO KEEP THE PROMISE YOU MAKE TO YOURSELF**.

APPROVAL OF THE 2012-2013 TENTATIVE BUDGET AND ESTABLISHMENT OF PUBLIC HEARING DATE ON SEPTEMBER 10, 2012

The Administration is presenting the 2012-2013 Tentative Budget for approval. The approved budget must be on display for at least 30 days prior to the public hearing. The Tentative Budget will be displayed beginning August 7, 2012 and the document will be available on the District Web page, at the District administrative office and the Park Ridge and Niles Public Libraries.

The Public Hearing will be held on Monday, September 10, 2012 at the Raymond E. Hendee ESC, 164 S. Prospect Ave., Park Ridge, Illinois and have final adoption on Monday, September 24, 2012 at Franklin School, 2401 Manor Lane, Park Ridge, Illinois. The Tentative Budget may be modified anytime prior to final adoption.

ACTION ITEM 12-08-1

I move that the 2012-2013 Tentative Budget be approved and that the public hearing for the Final Budget for Community Consolidated School District 64 for the 2012-2013 school year be held on Monday, September 10, 2012 at 7:00 p.m. at the Raymond E. Hendee ESC, 164 S. Prospect Ave., Park Ridge, Illinois. The notice of the Public Hearing shall be placed in a Park Ridge and Niles newspaper.

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

AYES:

NAYS:

ABSENT:

08/06/2012

Refer to August 6, 2012 Committee-of-the-Whole: Finance materials.

Approval of Technology Purchases

ACTION ITEM 12-08-2

I move that the Board of Education of Community Consolidated School District #64, Park Ridge-Niles, Illinois, approve the purchase of 16 laptops to replace outdated machines for a science elective at Lincoln Middle School and 4 replacement servers for a total cost of \$31,063.12.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:



To: Board of Education

From: Terri Bresnahan, Director of Technology

Date: August 6, 2012

Re: Approval for Technology Purchases

A school board is required to let all contracts for supplies, materials, involving an expenditure in excess of \$25,000 to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. **Technology is exempt from the bidding process but must have purchases in excess of \$25,000 approved by the Board of Education.**

Equipment was included in the tentative technology budget that required further review by our new Manager of Technology. Since conducting the review of this equipment, the Manager of Technology and I have determined that this equipment needs to be replaced. Due to the total cost of this equipment exceeding \$25,000, the District is requesting the approval to purchase 16 laptops to replace outdated machines for a science elective at Lincoln Middle School and 4 replacement servers.

The software required for the science elective no longer runs on the outdated laptops and therefore need to be replaced. The 4 servers to be replaced are all 7+ years old and are necessary for file storage, folder authentication, imaging, student data, backups, and NWEA MAP testing.

The District is requesting the approval to purchase the following technology equipment:

ITEM	QUANTITY	UNIT COST	TOTAL COST
<b>Laptops for Lincoln Science Elective</b>	16	\$1164.09	\$18,625.36
<b>Servers</b>	4	\$3,109.44	\$12,437.76

**TOTAL ACTUAL COST: \$31,063.12**

**The cost of this equipment was included in the tentative technology budget and will not cause any line items to exceed the original budgeted amount.**

# Apple Inc. Education Price Quote

Customer:	Terri Bresnahan PARK RIDGE COMM CONS S D 64 phone email	Apple Inc:	Denise Nahley 1 Infinite Loop MS: 111-HOM Cupertino, CA 95014 630-2483708 ph 866-845 fax nahley@apple.com email
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Apple Quote: 2200078868  
Quote Date: 11-Jul-2012  
Quote Valid Until: 1-Aug-2012

## Quote Comments:

	Part Number	Details & Comments	Qty	Unit List Price	Unit Discount Price	Extended Disc. Price
1	BH625LL/A	MacBook Pro 5-pack (13"/2.5GHz/4GB/500GB/SuperDrive) with AppleCare Protection Plan Auto-Enroll (packaged 5 in a single box)	3	6,310.00	5,814.67	17,444.00
2	MD101LL/A	MacBook Pro 13-inch: 2.5GHz Dual-core Intel Core i5 065-0731 2.5GHz Dual-core Intel Core i5, Turbo Boost up to 3.1GHz 065-0733 4GB 1600MHz DDR3 SDRAM - 2x2GB 065-0739 500GB Serial ATA Drive @ 5400 rpm 065-0747 SuperDrive 8x (DVD±R DL/DVD±RW/CD-RW) 065-0760 Backlit Keyboard (English) / User's Guide (English)	1	1,099.00	1,012.73	1,012.73
3	S3130LL/A	AppleCare Protection Plan - 11-inch & 13-inch MacBook Air/13-inch MacBook Pro - Auto Enroll	1	183.00	168.63	168.63
4	Z0P3	Mac Pro Server 065-C11W One 3.2GHz Quad-Core Intel Xeon 065-C125 16GB (4x4GB) (requires single processor) 065-C12X ATI Radeon HD 5770 1GB 065-C12H 2TB 7200-rpm Serial ATA 3Gb/s 065-C12L 2TB 7200-rpm Serial ATA 3Gb/s 065-C131 One 18x SuperDrive	4	3,239.00	3,109.44	12,437.76

<b>Edu List Price Total</b>	<b>33,168.00</b>
<b>Total Discount</b>	<b>2,104.88</b>
<b>Extended Disc. Sub Total</b>	<b>31,063.12</b>
<b>eWaste Fee / Recycling Fee</b>	<b>0.00</b>
<b>Extended Disc. Total Price*</b>	<b>31,063.12</b>

*\*In most cases Extended discounted Total price does not include Sales Tax  
\*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary*

Completing your order is easy:

\*Reference Apple Quote number 2200078868 on your Purchase Order  
\*Fax a copy of this quote along with your Purchase Order to 866-845:

Apple Inc.  
1 Infinite Loop  
MS: 111-HOM  
Cupertino, CA 95014

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE [CLICK HERE TO APPLY FOR A CONTRACT](#).
- B. IF YOU USE YOUR FORM OF PURCHASE ORDER TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE.
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL 1-Aug-2012 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE. APPLE MAY MODIFY ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF THIS QUOTE CONTAINS A TYPOGRAPHIC OR OTHER ERROR.

SEA # 892108

Opportunity ID: 113985012

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Document rev 1.0

Date of last revision – April 27th, 2012

Discussion and Approval of Additional Cost for Metropolitan Water Reclamation District Permitting Requirement/Change Orders for the Carpenter Site Project

ACTION ITEM 12-08-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the change order to meet the permit requirements of the Metropolitan Water Reclamation District for the combined sewer connection at Carpenter School and the additional excavation of the playground area at Carpenter School in the amount of \$97,581.00.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

# FANNING HOWEY

July 30, 2012

Scott Mackall  
Director of Facility Management  
Park Ridge-Niles CCSD 64  
164 South Prospect Avenue  
Park Ridge, IL 60068

Re: Carpenter ES 2012 Summer Improvements  
Park Ridge-Niles CCSD 64  
Park Ridge, IL  
Project No. 211143.05

Dear Mr. Mackall:

Fanning/Howey Associates, Inc. has received proposal pricing for the work related to site work modifications necessary to meet permit requirements, enforced by the Metropolitan Water Reclamation District (MWRD) and the City of Park Ridge. Please note that due to the tight timeline of the project, the bulk of these changes were unknown during the original bidding process. Below is a timeline of events for your reference:

03/07/2012 – Verbal approval from MWRD to move forward on open channel structure for connection to combined sewer system

03/12/2012 – Board Approval to move forward with preparation of Bid Documents

03/26/2012 – (Illinois Department of Natural Resources (IDNR) Permit issued

04/03/2012 – Construction Documents issued for bidding

04/03/2012 – Round 1 City Comments received

04/12/2012 – ROE Permit issued

04/12/2012 – Pre-bid Meeting held

04/16/2012 – Addendum #1 issued (included Round 1 of City comments)

04/19/2012 – Addendum #2 issued

04/24/2012 – Round 2 City Comments received

04/24/2012 – Bid Opening

05/07/2012 – Board Approval/Award of Construction Contracts

05/09/2012 – Round 3 City Comments received

05/10/2012 – Pre-construction Meeting held

05/17/2012 – MWRD Round 1 Comments received, indicating change of combined sewer connection

05/31/2012 – Round 4 City Comments received

06/08/2012 – Last day of School

06/11/2012 – Scheduled Start of Construction

06/12/2012 – ComEd Readiness Agreement signed/submitted

06/14/2012 – MWRD Permit issued

06/21/2012 – City of Park Ridge Permit issued

ARCHITECTURE | ENGINEERING

32 Main Street | Suite C | Park Ridge, IL 60068

847.292.1039 | fax 847.292.1021 | www.fhai.com

Scott Mackall  
Carpenter ES 2012 Summer Improvements  
Park Ridge-Niles CCSD 64  
Park Ridge, IL  
Project No. 211143.05  
July 30, 2012  
Page 2

The total costs associated with site work modifications, necessary to meet permit requirements and including a modification to the connection to the combined sewer system, equates to an amount of \$66,894.45. This is a combined total for both general construction and electrical work.

Additionally, proposal pricing has been submitted for additional site work related to the deeper excavation of the 2 playground areas on site. This is a result of a change in the type of playground surfacing material, and the decision to keep existing playground equipment, which equates to an amount of \$30,687.00. The original intent of the bid documents included details designed for the 2 play areas to receive new 4-inch synthetic surfacing; however, the decision was made to go with a less expensive engineered wood fiber surfacing. Due to the code requirements for fall ratings, the engineered wood fiber is required to be 12 inches thick. Therefore, the playground areas were then required to be excavated an additional 8 inches.

Should you need additional information, or have any questions, please do not hesitate to contact us.

Sincerely,

FANNING HOWEY



Keri L. VanSant, AIA, NCARB, LEED AP BD+C  
Project Manager

klv/bc

Consent Agenda

ACTION ITEM 12-08-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 6, 2012, which includes the Personnel Report, Bills and Payroll, Approval of Financial Update for the Period Ending June 30, 2012, and Destruction of Closed Minutes (none).

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Approval of Minutes

ACTION ITEM 12-08-5

I move that the Board of Education of Community Consolidated School District 64 approve the Closed Session minutes of July 9, 2012 and the Regular Meeting Minutes of July 9, 2012.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:



**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Meeting held at 7:30 p.m.  
July 9, 2012  
Raymond Hendee Educational Service Center  
164 S. Prospect Avenue, Park Ridge**

Board President John Heyde called the meeting to order at 6:30 p.m. Other Board Members present were Eric Uhlig, Dr. Anthony Borrelli, Scott Zimmerman, Dan Collins, and Sharon Lawson. Also in attendance were Superintendent Dr. Philip Bender, Business Manager Becky Allard, and Assistant Superintendent for Human Resources Joel Martin.

Board of Education meetings are now being videotaped and may be viewed in their full length from the District's website at <http://www.d4.org/subsite/dist/page/board-education-meetings-984>

At 6:35 p.m. it was moved by Board member Lawson and seconded by Board member Zimmerman to adjourn to closed session for the purpose of discussing matters related to collective negotiations 5 ILCS 120/2(c)(2). The votes were cast by roll call as follows: Ayes – Lawson, Collins, Zimmerman, Heyde, Uhlig, and Borrelli; Nays - 0; Present- 0; Absent – Fioretto. The motion carried.

The Board adjourned from closed session at 7:30 p.m. and resumed the regular Board meeting at 7:37 p.m. Present at the regular meeting were Superintendent Dr. Philip Bender, Assistant Superintendents Joel Martin and Dr. Lori Hinton, Business Manager Becky Allard, Director of Special Education/Pupil Services James Even, Director of Facility Management Scott Mackall and Public Information Coordinator Bernadette Tramm.

**PUBLIC COMMENTS**

Public  
Comments

There were no public comments

**APPOINTMENT OF HEARING OFFICER**

Appointment of  
Hearing Officer

Dr. Bender stated that at this time of year District 64 requests that the Board reappoints the Hearing Officer, who works on an "as needed" basis, in the unlikely event the District should require services.

**ACTION ITEM 12-07-1**

Action Item  
12-07-1

It was moved by Board Member Lawson and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, appoint Richard P. Majka as the Hearing Officer for School District 64 until further notice.

The votes were cast as follows:

AYES: Borrelli, Uhlig, Heyde, Zimmerman, Collins, Lawson  
NAYS: None  
PRESENT: None  
ABSENT: Fioretto

The motion carried.

**BOARD ADOPTS 2012-13 TENTATIVE BUDGET &  
ESTABLISHMENT OF PUBLIC HEARING DATE**

Board Adopts  
2012-13 Tentative  
Budget &  
Establishment of  
Public Hearing  
Date

Ms. Allard presented the third draft of the 2012-2013 tentative budget. The third draft is revised reflecting discussion at the June Board of Education Meeting in the area of Board of Education Actions and Investments in Student Learning.

The District is requesting approval of expenditure budget of \$68,748,804 against a revenue budget of \$71,384,395, which would leave the District with a surplus of revenue for the fiscal year 2012-2013 of \$2,635,591.

Dan Collins noted that last year the Board had a goal of staying below budget by a certain percent and asked if the Board had the same thought for this year.

Ms. Allard stated instead of having permanent reductions, she suggested having an additional year to monitor the budget to be certain we can live within our means. This would give us three years of under-spending our budget by 10%.

John Heyde presented a question on Pat Fioretto's behalf. Instead of having a 10% pull back could we do 15% for the following fiscal year? Ms. Allard was uncomfortable with holding back 15%; however would like to monitor this for one more year to see if the trend holds for a third year. Purchases were delayed that may have otherwise been made, so that the budget parameter goal could be met. She suggested starting to incorporate this trend in January when we start building the budget so staff know they have those reduced funds instead of at this point when some or all of the money has already been spent.

Sharon Lawson asked which purchases were delayed. Ms Allard could not outline them, however she stated the budget was monitored monthly, each expense was challenged, and only necessary purchases were made.

Dr. Borrelli asked for clarification on page 6 of the material, entitled Expenditure Changes from May 7, 2012 Exceeding \$1,000, the first line item Teacher Salary \$162,000 and the reason for change to accommodate class-size guidelines. He stated that in the original proposal there was a line item for ten contingency positions. He thought the Board elected not to include those ten positions. Scott Zimmerman stated that the ten positions in the original budget were not included; however the positions are added as needed.

John Heyde stated we have a class size policy and when we go over the maximum administration posts and fills the positions.

Ms. Allard stated that in the next presentation of the budget you will see the percentage increase and dollar increases compared to the June 30 actual. This budget holds no contingency. The Board asked the business office to revise the tentative budget to include a contingency line item. The tentative budget will be presented at the August 6, 2012 Board meeting.

ACTION ITEM 12-07-2 was not voted on.

**RESOLUTION #1089 REGARDING THE SCHOOL DISTRICT TO PAY CERTAIN INVOICES PRIOR TO BOARD APPROVAL OF THE AUGUST 6, 2012 SPECIAL BOARD OF EDUCATION MEETING**

Resolution #1089 Regarding the School District to Pay Certain Invoices Prior to Board Approval of the August 6, 2012 Special Board of Education Meeting

Due to the span of time between Board Meetings District 64 requires authorization to pay bills of a due date up to and including July 23, 2012.

**ACTION ITEM 12-07-3**

Action Item  
12-07-3

It was moved by Board member Zimmerman and seconded by Board member Uhlig that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois adopt Resolution #1089, regarding the School District to pay certain invoices prior to Board approval.

The votes were cast as follows:

AYES: Borrelli, Uhlig, Heyde, Zimmerman, Collins, Lawson

NAYS: None

PRESENT: None

ABSENT: Fioretto

The motion carried.

**FACILITY MASTER PLAN PART 1 AND INTRODUCTION OF EDUCATION SPECIFICATIONS**

Facility Master Plan Part 1 and Introduction of Education Specifications

Three representatives from Fanning Howey presented Part 1 of the Facility Master Plan and Introduction of Education Specifications. Dr. Bender stated technology would be included in the 2<sup>nd</sup> and final phase of the Master Plan.

Ms. Charlene Johnsos from Fanning Howey presented the purpose and focus of the Master Plan, which provides a "blueprint" for the School District and overview of what we have accomplished and what we plan to accomplish to achieve a full Facility Master Plan. We are clearly in the listening and

understanding place, they are still collecting data. The educational specification is missing which aligns the curriculum with the building.

The Master Plan Timeline consists of Part 1 (2011-12) and Part 2 (2012-13). Part 1 consists of the Physical Assessment, Maintenance Plan, Demographic Projection Review, and Capacity Analysis. Part 2 of the timeline includes the Technology Audit/Plan, Educational Assessment, Options Development, and Implementation Plan.

Keri VanSant from Fanning Howey presented the six key components of the physical assessment of the buildings student center sustainable design: indoor air quality, thermal comfort, lighting, building quality, acoustics, and school size. Research shows there are eight key benefits when instituting these designs. They are: increased student performance, increased student/staff attendance, increased teacher satisfaction, reduced operations cost, reduced liability exposure, reduced impact on the environment, building used as teaching tools, and supports community values.

Keri VanSant met with Director of Technology Terri Bresnahan, confirming that the Technology Department is on track with their current plan and has a great foundation for the future. An immediate recommendation is to install a generator and transfer switch in the main server room in Jefferson School. The technology closets are extremely hot, subsequently decreases the life of the equipment. Utilize a wide area network by designing a new IP phone system that would integrate into the email system.

Gregory Monberg from Fanning Howey presented the Hierarchy of Needs for 21<sup>st</sup> Century School Planning and Design. 21<sup>st</sup> Century Learning has more to do with project-based instruction. The key features are: small learning groups, variable sized spaces, individual work space, integrated technology, get away spaces and niches, collaboration space, personal home base storage, display space, project labs, easy access to food and beverages.

While developing ideas for Jefferson School we looked at "Preschool for All Program in Illinois," designed to develop early childhood skill sets for growing bodies by gross motor skills, fine motor skills, story telling, dramatic play, social play, learning letters, numbers and symbols. Several different design spaces were presented for early childhood, elementary, and middle schools.

John Heyde asked what have we already tasked Fanning Howey to do so far in Part 2 and is all of this additional. Kerry VanSant responded that Fanning Howey was tasked with the physical assessment of the four buildings, which are completed. None of these items in Part 2 have been approved.

John Heyde suggested to the Board to ask questions of Fanning Howey and give Administration a chance to give us some recommendations and ultimately make a decision.

Dr. Bender stated the concept is not to rebuild or redesign but to give the Board ideas as we move forward and think in a futuristic plan on how we utilize the facilities we have.

## UPDATE ON SUMMER PROJECTS

Update on  
Summer  
Projects

Mr. Mackall updated the Board on summer projects. The asbestos removal project at Carpenter began on June 11 in the west and southwest wing is now complete. The removal is now concentrated on the office area and will end on the north side of the original building. This project is on schedule.

Mr. Mackall stated that the District had planned to use our in-house plumber to re-insulate the domestic water pipe in the southwest wing in the spring. Unfortunately he was unable to complete the work this summer necessitating the need to secure an outside agency. This resulted in a change order of \$8,895 for this project.

Mr. Mackall noted that the retention project at Carpenter is moving along. The hole has been dug and the slab for the underground storm trap retention area has been poured. Delivery of the storm trap will be on Wednesday at which time installation will begin.

The underground electric has been run and the concrete pads have been poured along with the generator pad. The switching gear should arrive later this week. The Water Reclamation Department has made changes on how we pump the water out of detention. We are waiting on the cost factor.

The cost factor to run electric to the pump site is an additional \$26,000. This cost includes a generator for the pump.

The Roosevelt track is complete and the project ran very smoothly.

The cleaning and maintenance of the buildings is underway. The District is catching up on a lot of painting this year. Carpet replacement at Roosevelt, Field and Carpenter is underway along with the replacement of the kitchen floor at Washington. All of these projects have asbestos under them with the exception of one room at Field.

## CONSENT AGENDA

Consent  
Agenda

Dr. Borrelli stated an observation, in his experience on previous board's the Consent Agenda is a common occurrence which usually is limited to items such as bills, payroll, approval of minutes, destruction of minutes, personnel reports and one other item of obvious Board approval as suggested by the President. Frequently and going back to previous meetings numerous items have populated the Consent Agenda and have required significant discussion.

Dr. Borrelli believes that moving forward perhaps some of these items that require lengthy discussion be pulled from consent and be made separate items. He realizes that anyone on the Board has the ability to pull the item; however it would be easier and more transparent to pull the item at the beginning.

John Heyde advised the Board that if there is one item that you do not agree with in the Consent Agenda, rather than vote against the Consent Agenda his advice is to pull the item and take care of it separately. Dr Bender, Mr. Zimmerman and Mr. Heyde who set the Consent Agenda for each meeting need to monitor and be certain the items that are placed in the Consent Agenda are going to be non-controversial and obvious approval.

A. PERSONNEL REPORT

The Personnel Report contains private information. Contact Assistant Superintendent for Human Resources Joel Martin if additional information is needed.

B. BILLS, PAYROLL AND BENEFITS

Bills

10 – Education Fund -----	\$ 145,601.01
20 – Operations and Maintenance Fund -----	85,973.38
30 – Debt Services -----	-
40 – Transportation Fund -----	8,236.62
50 – Retirement (IMRF/SS/Medicare)-----	-
60 – Capital Projects -----	471,522.08
80 – Tort Immunity Fund -----	550,494.00
90 – Fire Prevention and Safety Fund -----	-

Checks Numbered: 1090787-109186

Total: \$1,261,827.09

C. APPROVAL OF STUDENT/PARENT HANDBOOK 2012-13

D. DESTRUCTION OF CLOSED MINUTES (NONE)

**ACTION ITEM 12-07-4**

Action Item  
12-07-4

It was moved by Board member Lawson and seconded by Board member Borrelli that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of July 9, 2012, which includes the Revised Personnel Report; Bills; Payroll, and Benefits; Approval of Student/Parent Handbook 2012-13; and Destruction of Closed Minutes (none).

The votes were cast as follows:

AYES: Lawson, Collins, Zimmerman, Heyde, Uhlig, Borrelli

NAYS: None  
PRESENT: None  
ABSENT: Fioretto

The motion carried.

**APPROVAL OF MINUTES**

Approval of  
Minutes

**ACTION ITEM 12-07-5**

Action Item  
12-07-5

It was moved by Board member Uhlig and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64 approves the Closed Session Minutes of June 25, 2012 and Regular Board Meeting Minutes of June 25, 2012.

The votes were cast as follows:

AYES: Borrelli, Uhlig, Heyde, Zimmerman, Collins, Lawson  
NAYS: None  
PRESENT: None  
ABSENT: Fioretto

The motion carried.

**OTHER ITEMS OF INFORMATION**

Other Items of  
Information

Dr. Bender noted the memos pertaining to the Final Strategic Plan Progress Report Year 2 and also the Update on 2011 Tax Extension. He also mentioned the August 20, 2012 District Institute Day for staff. The presenter will be author Dr. John Powers. Dr. Bender encouraged Board members to try to attend the Institute Day program.

Dr. Bender mentioned a tentative date for a Board and ESC Team workshop on August 10 or August 17, 2012. He plans to secure a field representative from IASB for one of those evenings and asked Board members to contact him as to their availability.

Dr. Bender also noted that administrators are actively participating in on-line training pertaining to the evaluation process. These on-line web-training sessions are quite extensive. Administrators will be prepared at start of school.

**ADJOURNMENT**

Adjournment

At 9:42 p.m. p.m., it was moved by Board member Lawson and seconded by Board member Collins to adjourn to closed session to discuss matters related to collective negotiations 5 ILCS 120/2(c)(2).

The votes were cast as follows:

AYES: Borrelli, Uhlig, Heyde, Zimmerman, Collins, Lawson

NAYS: None

PRESENT: None

ABSENT: Fioretto

The motion carried.

The regular Board meeting adjourned from closed session at 10:53 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

DRAFT



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

**Board of Education Agenda  
Regular Board Meeting  
Monday, August 20, 2012  
Raymond Hendee Educational Service Center  
164 South Prospect Avenue**

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

**Monday, August 20, 2012**

<b>TIME</b>		<b>APPENDIX</b>
7:30 p.m.	<b>Meeting of the Board Convenes</b> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Introductions</li> <li>• Opening Remarks from President of the Board</li> </ul>	
7:30 p.m.	<ul style="list-style-type: none"> <li>• <b>Public Comments</b></li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Preliminary Enrollment Report</b> <span style="float: right;">A-1</span> -- Business Manager</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Administration Response to Community Finance Committee (CFC) Recommendation</b> <span style="float: right;">A-2</span> -- Superintendent/Business Manager/Public Information Coordinator</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Consent Agenda</b> <span style="float: right;">Action Item 12-08-3</span> <span style="float: right;">A-3</span> -- Board President                             <ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills, Payroll and Benefits</li> <li>• Approval of Financial Update for the Period Ending July 31, 2012</li> <li>• Destruction Audio Closed Minutes (none)</li> </ul> </li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Approval of Minutes</b> <span style="float: right;">Action Item 12-08-4</span> <span style="float: right;">A-4</span> -- Board President                             <ul style="list-style-type: none"> <li>• Special Board Meeting Minutes .....August 6, 2012</li> <li>• Committee-of-the-Whole Minutes .....August 6, 2012</li> <li>• Closed Session Minutes .....August 6, 2012</li> </ul> </li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Other Items of Information</b> <span style="float: right;">A-5</span> -- Superintendent                             <ul style="list-style-type: none"> <li>• Upcoming Agenda</li> <li>• Memorandum of Information                                     <ul style="list-style-type: none"> <li>- Update on Summer Construction Projects</li> <li>- 2013 School Board Elections</li> </ul> </li> <li>• Minutes of Board Committees</li> </ul> </li> </ul>	
	<ul style="list-style-type: none"> <li>-- Community Finance Committee (CFC) minutes of June 20, 2012</li> <li>-- Traffic Safety Minutes of August 14, 2012</li> </ul>	

- Other
  - Update on Institute Day & Opening Day of School

- **Adjournment**

Next Regular Meeting: **Monday, September 24, 2012**  
Franklin Elementary School  
2401 Manor Lane Avenue  
Park Ridge, IL 60068

September 10

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

Public Hearing on the Budget – 7:00 p.m.

Special Board Meeting – 7:30 p.m.

- Board Reviews Final Draft of 2012-13 Budget • Sixth Day of Enrollment

September 24 – Franklin Elementary School

Regular Board Meeting – 7:30 p.m.

- Board Adopts the 2012-13 Budget • Annual Recognition of Schools
- Discussion and Approval of Facility Master Plan Phase II and Introduction of Education Specifications
- Administrator and Teacher Salary and Benefits – school year 2012 Report
- Approval of Financial Update for the Period Ending August 31, 2012

October 22 – Washington Elementary School

Regular Board Meeting – 7:30 p.m.

- Board Reviews the 2012 Tentative Tax Levy and Establishment of Public Hearing Date
- Approval of Financial Update for the Period Ending September 30, 2012

TBD

- Approval of Intergovernmental Agreement between School District 64 and the Park Ridge Park District
- Approval to Bid Carpenter School HVAC Project
- Approval to Bid Franklin School Boiler Project
- Approval to Bid Lincoln Middle School Boiler Project
- Summer Interim Session 2012

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.

Monday, July 23, 2012 12:16 PM

**Madelyn Wsol**

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**Subject: Illinois Freedom of Information Act Request****Date:** Monday, July 23, 2012 11:13 AM**From:** Jon Maxson <jonmaxson@gmail.com>**To:** Madelyn Wsol <mwsol@d64.org>

July 23, 2012

**Madelyn Wsol**

Freedom of Information Officer

**Park Ridge-Niles School District 64**

mwsol@d64.org

**Re: Illinois Freedom of Information Act Request**

Dear Ms. Wsol:

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140. I request that a copy of the following documents (or documents containing the following information) be provided to me:

1. Dates which Susan Sweeney has worked as a substitute teacher within School District 64;
2. Documentation of any salary or reimbursements paid to Susan Sweeney by School District 64.

I understand that the Act permits a public body to charge a reasonable copying fee not to exceed the actual cost of reproduction and not including the costs of any search or review of the records. 5 ILCS 140/6. I am willing to pay fees for this request up to a maximum of \$50. If you estimate that the fees will exceed this limit, please inform me first.

If these documents are available in a digital format, they can be emailed to me at jonmaxson@gmail.com. If this is not possible, please contact me at (630) 220-3218 to arrange an alternative form of deliver.

Sincerely,

Jon Maxson

400 E. Jefferson  
Springfield, IL. 62701

To: Board of Education

From: Dr. Philip Bender, Superintendent

Date: August 6, 2012

Re: Facility Master Plan Phase II

At the last regular Board business meeting dated July 9, our architectural firm, Fanning Howey, gave an excellent presentation on the possibilities at hand for Phase II, the final piece of our Facility Master Plan. As you recall, to date the firm has completed much work on the maintenance portion of the Master Plan, identifying needs in many, if not all, of our buildings that need attention sooner than later. Those needs range from HVAC to water retention to roof repairs and replacements. Some of the pieces associated with the plan were accelerated in Phase I with payment due this upcoming fiscal year. In addition to identifying the water retention needs at Carpenter, we have plans in place for an HVAC overhaul at Carpenter with boiler upgrades on the horizon at Lincoln, Franklin, along with HVAC updates at Emerson. These projects will be presented to the Board in the near future for work to commence the summer of 2013. That being said, in order to fully develop the Facility Master Plan, Fanning Howey made their presentation on July 9 for the Board to consider a number of options.

During the presentation, Fanning Howey made a presentation on Educational Adequacy (\$70,994.00), and a Technology Audit and Technology 5 year District-Wide Plan (\$31,385.00). Additional dollars for the Community Engagement portion (\$37,576.00) and the remaining components to finish the project (\$35,311.00) bring the total Phase II cost to \$175,266.00.

As superintendent I believe the associated costs of this program are in line with current rates for such work. However, I am concerned with the timing of such. At present, we are in negotiations with PREA and have not yet begun bargaining with PRTAA as well as custodians and the secretarial group. Still facing us with much uncertainty is the Pension Reform possibilities that loom over Illinois school districts. Both of these endeavors have the possibility of bearing a huge financial drain on this school district. I believe we have made great movement with facilities by identifying areas of concern and making concerted efforts in rectifying the issues. Our maintenance plan is taking shape and is providing us with plenty to consider in the near future. As stated previously in this memo, we are well on our way to correcting a number of issues while attempting to provide equity among our buildings.

I would suggest to the Board of Education that we put on temporary hold decisions directly related to Phase II and plan on revisiting them in September or October. By that time we should have some type of direction as how negotiations are moving as well as movement on the pension question. While there are certainly no guarantees, I think if we take some additional time to work through some of the difficult decisions at hand that we will be in a better position to truly identify our course toward the future as it relates to facilities and be able to make adequately informed decisions.