

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

Board of Education Agenda
Monday, August 25, 2014
Regular Board Meeting
Jefferson School – Multipurpose Room
8200 Greendale Avenue
Niles, IL 60714

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

Monday, August 25, 2014

TIME

APPENDIX

- | | | |
|-----------|--|-----------------------------------|
| 6:30 p.m. | <ul style="list-style-type: none">Meeting of the Board Convenes<ul style="list-style-type: none">• Roll Call• Introductions• Opening Remarks from President of the Board • Board Recesses and Adjourns to Closed Session<ul style="list-style-type: none">-- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)]; the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2 (c) (10)] and litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court of administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes [5 ILCS 120/2 (c) (11)]. | |
| 7:30 p.m. | <ul style="list-style-type: none">• Board Adjourns from Closed Session and Resumes Regular Board Meeting • Public Comments • Carpenter School Construction Evaluation Report (Farnsworth) A-1<ul style="list-style-type: none">-- Director of Facility Management/Farnsworth Representative • Preliminary Enrollment Report A-2<ul style="list-style-type: none">-- Assistant Superintendent for Human Resources/ Chief School Business Official • Discussion of Niles Gun Shop A-3<ul style="list-style-type: none">-- Board of Education President • Consent Agenda A-4<ul style="list-style-type: none">-- Board President | <p>Action Item 14-08-3</p> |

- Personnel Report
- Bills, Payroll and Benefits
- Approval of Financial Update for the Period Ending July 31, 2014
- Resolution #1125 Recommending the Board Adopt a Copy Fee Schedule for FOIA Request
- Approval of Policies from PRESS Issue 84, February 2014 and PRESS Issue 85, May 2014
- Destruction of Audio Closed Minutes (none)

• **Approval of Minutes** **Action Item 14-08-4** **A-5**

-- Board President

- Special Board Meeting Minutes.....August 11, 2014
- Regular Board Meeting Minutes.....July 14, 2014
- Committee-of-the-Whole: Finance & Technology.....July 14, 2014

• **Board Member Liaison Report** **A-6**

-- Board of Education

• **Other Discussion and Items of Information** **A-7**

-- Superintendent

- Upcoming Agenda
- Memoranda of Information
 - Senior Tax Exchange Program
 - Department of Student Learning Focus Areas
- Minutes of Board Committees
 - Traffic Safety Minutes of August 12, 2014
- Other
 - Update on Institute Day & Opening Day of School

• **Board Recesses and Adjourns to Closed Session (if needed)**

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)]; the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2 (c) (10) and litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court of administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes [5 ILCS 120/2 (c) (11)].

Next Meeting:

Monday, September 8, 2014

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

Public Hearing on 2014-15 Final Budget - 7:15 p.m.

Special Board Meeting – 7:30 p.m.

Jefferson School – Multipurpose Room

8200 Greendale Avenue

Niles, IL 60714

Upcoming Meetings and Topics
As of August 21, 2014

September 8, 2014 – Jefferson School – Multipurpose Room

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

- Board Review Final Draft of the 2014-15 Budget

Public Hearing on the Budget – 7:15 p.m.

Special Board Meeting – 7:30 p.m.

- 1:1 Rollout Update
- Review of PEAC Process
- Master Facility Audit
- Committee and Meeting Structures (IASB representative)
- 2015 School Board Elections
- Consent Agenda (Bills)

September 18, 2014 – Franklin School - Gym

Special Board Meeting – 7:00 p.m.

- Superintendent Evaluation and Committees

September 22, 2014 – Roosevelt School – North Gym

Regular Board Meeting – 7:30 p.m.

- Board Adopts the 2014-15 Budget
- District 64 Financial Dashboard Updates to Reflect 2014-15 Budget
- Sixth Day of Enrollment Report
- Annual Recognition of Schools
- Board Member School Visits
- Administration to Student Ratio Comparisons
- Carpenter Construction/Retrofitting Report Discussion
- Approval of August Financials Ending August 31, 2014
- Update on Year 1 Implementation of Math Program (memo of information)
- Follow-up on Collection of Student Fees (memo of information)
- ISBE Report: Administrator & Teacher Salary and Benefits - School Year 2014 (memo)
- Board of Education Photo Session

October 27, 2014 – Field School – North Gym

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

- Board Reviews the 2014 Proposed Tax Levy

Regular Board Meeting – 7:30 p.m.

- Board Sets Date of Public Hearing for the 2014 Tax Levy
- Legal Boot Camp with Hodges Loizzi
- Fall MAP Report
- District 207 2015-16 Calendar and District 64's Plan
- PEAC Overview and Goal Setting Process
- Technology Roll-out Update
- Master Facility Study/10-Year Life Safety
- Update on Raptor
- Approval of September Financials Ending September 30, 2014
- Follow-up on Collection of Student Fees (memo of information)

November 17, 2014 – Franklin School – Gym

Regular Board Meeting – 7:30 p.m.

- Summer Interim Session 2014 Report
- Presentation and Approval of Summer Interim Session 2015 Dates & Fees
- Annual Audit Report FY14
- Approval of October Financials Ending October 31, 2014
- Follow-up on Collection of Student Fees (memo of information)

December 15, 2014 – Jefferson School – Multipurpose Room

Public Hearing on Levy – 7:15 p.m.

Regular Board Meeting – 7:30 p.m.

- Board Adopts the Levy
- Recognition of Blue Ribbon Award - IAHPERD
- Approval of November Financials Ending November 30, 2014
- Triple I Conference Report

TBD

- Report on English Language Learners and Changing Needs
- Discussion on Class Size Determination Process
- Plans for Community Finance Committee
- Progress Report on 2013-14 District-wide Priorities & Strategic Plan Activities (memo of info.)
- Discussion of Superintendent Merit Award Program
- Presentation and Adoption of Updates on Board of Education Operating Principles
- Approval of Environ Contract Renewal

The above are subject to change.

To: Board of Education

From: Dr. Laurie Heinz, Superintendent

Date: August 25, 2014

Re: Carpenter School Construction Evaluation Report (Farnsworth)

Attached is the Retro-Commissioning Report prepared on our behalf by the Farnsworth Group. It contains the Executive Summary, Scope of Work, and Summary of Findings and Recommendations. The report is detailed and technical; a list of acronyms and common terms appears below. (Please note that the more than 200 pages of additional exhibits and data from the analysis have not been provided at this time, but are available for public review on request.)

At the meeting, engineer Chad Grindle of Farnsworth will describe the investigation and testing that was completed; present the study findings; and further delve into the key recommendations.

As background, District 64 contracted with Farnsworth earlier this summer to conduct a detailed study on our behalf of the HVAC project completed at Carpenter School during the summer of 2013. The school experienced numerous issues with the functioning of both the air conditioning and heating throughout the 2013-14 school year. Ongoing attempts through the year to address issues as they arose did not resolve the problems. District 64 then asked Farnsworth as its independent, third party consultant to investigate the root causes of problems and identify potential solutions related to the HVAC systems that were designed and installed.

The Farnsworth study presented this evening identifies 62 issues deemed critical to the facility operations, among more than 200 findings. Farnsworth has made 11 key recommendations to be addressed moving forward. The majority of these are related to changes needed to ensure that the temperature within classrooms is more uniform from floor to ceiling; and that the equipment and piping of all components within the system are designed, sized and installed correctly and can be operated efficiently and effectively on an ongoing basis.

As we move forward, District 64 has established a working group consisting of the project's architects Fanning Howey, contractor F.E. Moran, Inc. and subcontractors. This group will meet in early September with Farnsworth to address the report and all its findings, including those designated as design issues, design/installation issues, and installation issues. Although the most critical items will be addressed first, all findings will be reviewed.

In addition, administration recommends that District 64 continue to utilize outside expertise to guide our efforts in resolving these issues. Specifically, we are

recommending adding the services of a construction management firm to work with District 64 as the corrective work is planned, designed and undertaken in the coming months.

A further report on next steps will be presented to the Board at its September 22 meeting. We anticipate that a timeline will be presented for the work to be completed with an estimate of potential costs associated with these activities.

District 64 remains committed to taking whatever steps are necessary to ensure that the investment the District has made in the extensive HVAC upgrade for Carpenter School successfully creates the kind of comfortable learning environment for students and staff that was originally envisioned.

Key acronyms and terms used in the report include:

BAS = building automation system (the computerized control system)

Cassette = ceiling mounted unit

CW = cold water

Cx = commissioning

EA = exhaust air

ERV = energy recovery ventilation system

gpm = gallons per minute

HVAC = heating, ventilation and cooling

HW = hot water

Hydronic = water used as a heat transfer medium

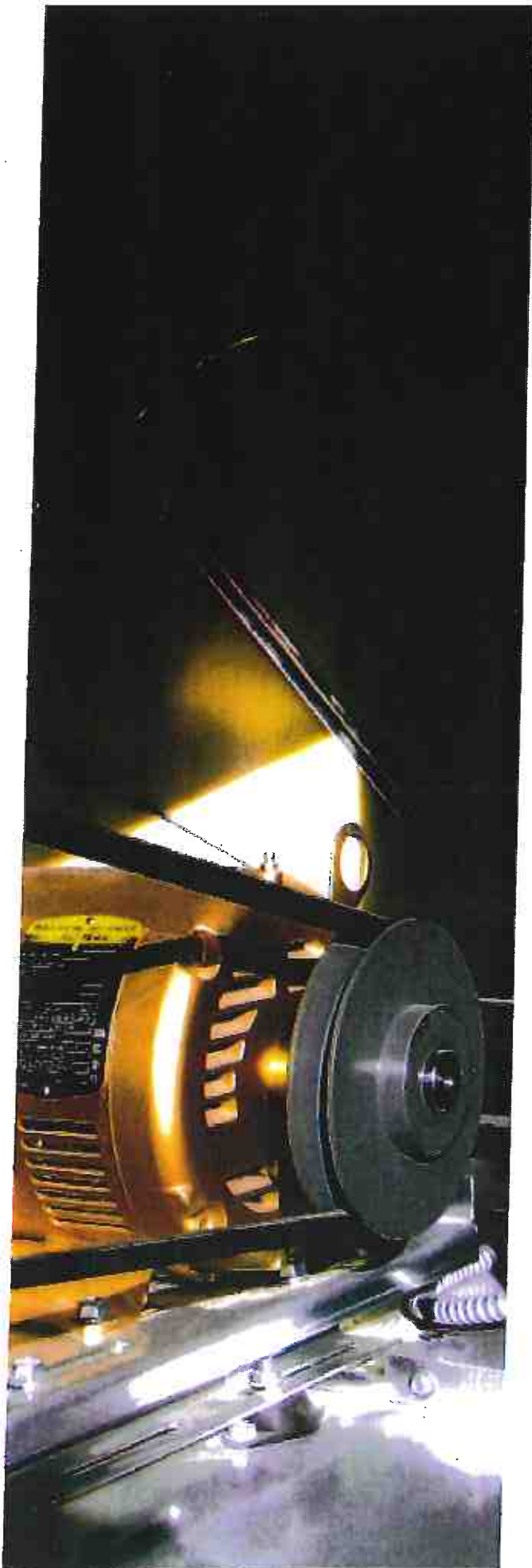
LG = name of a company

OA = outside air

TAB = testing, adjusting and balancing

VRF = variable refrigerant flow system (the heating/cooling system)

VRV = variable refrigerant volume



Retro-Commissioning Report

Carpenter Elementary School

Presented to:
Park Ridge-Niles CCSD 64

August 15, 2014

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Retro-Commissioning Report
Carpenter Elementary School
Presented to: Park Ridge-Niles CCSD 64

Contact:
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Executive Summary | Section 1

Scope of Work | Section 2

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| Refrigerant System Red-Lines | B |
| TAB Verification Data | C |
| Functional Testing Results | D |
| Issues Detail Summary | E |

The Park Ridge-Niles CCSD 64 District employed a modified retro-Cx process in an attempt to identify the cause of numerous complaints and issues identified with the HVAC renovation project at George B. Carpenter Elementary completed in August of 2013. The process employed was a two phase retro-Cx process focusing on the capability of the designed and installed HVAC systems to maintain the comfort of the facility occupants, and the potential root causes of the top issues observed with the HVAC systems to date. Design analysis and system investigation/testing identified 218 distinct issues with the overall project and deliverables to the District, including 62 issues deemed critical to the facility operations. A full summary of the findings is included in the following report, but key recommendations for the District based upon findings include:

- Ensure proper integration of VRF system to BAS to decrease stratification within rooms and improve overall comfort control.
- Re-evaluate overall facility outside and exhaust air balancing, including inclusion of review of existing exhaust fans and other areas requiring proper exhaust per code.
- Re-evaluate ERV heating and cooling capacity in coordination with facility re-balance of outside and exhaust air balance.
- Re-design hydronic loops for proper flow requirements of LG heat pumps. This should include analysis of sizing for all related components of hydronic systems
- Review size of cooling tower based upon peak load conditions and manufacturer sizing recommendations.
- Review sizes of noted cassette units that appear to be under sized and replace accordingly.
- Re-balance all systems at conclusion of all adjustments and revisions in accordance with listed tolerances.
- Repair and replace condensate drainage system as required to comply with manufacturer requirements.
- Repair and replace refrigerant piping system as required to comply with manufacturer requirements.
- Re-program and fully test BAS integration and sequences for all unitary and building level controls
- Commission all repairs, replacements and revisions.

PROJECT BACKGROUND

George B. Carpenter Elementary is single level elementary school with a partial basement. The school has approximately 425 students in grades K-5. The facility was constructed in three iterations or wings and recently underwent a complete HVAC system renovation to incorporate a VRF system including CW and HW loops to act as heat sinks/boosters for the condensing loop. The HVAC renovation project was completed prior to the 2013 school year, but repeated issues with the systems and equipment has led to repeated complaints by the occupants and impacted the ability for the school to operate effectively and efficiently. Failures of the systems have included severe stratification in the classrooms, zone temperatures below 65 deg F during heating operation and repeated equipment failures of the VRF cassette and heat pump units. Due to these issues the District decided to move forward with a third party evaluation of the facility systems to better ascertain the root causes and potential solutions relative to the HVAC systems designed and installed.

APPROACH

This project utilized a modified retro-Cx approach for review and analysis of the facility based upon a singular objective to analyze the recent HVAC system renovation design and installation for the purpose of the school. The approach was simplified into a two phases as follows.

PLANNING PHASE**Kickoff Meeting & Documentation Review**

A project kickoff meeting with the District operating personnel, school operating personnel and school principal was held. The purpose of this meeting will be to formally introduce the retro-commissioning process to be utilized for this project and determine the expectations of all team members for the outcome of the project and facility. From this meeting the primary objectives were defined as follows:

- Determine the capability of the designed and installed HVAC systems to maintain the comfort of the facility occupants, bearing in mind the facility occupants are elementary school aged children and staff.
- Investigate and provide recommendations as to the top issues observed with the HVAC systems to dates as follows:
 - Temperature control
 - Scheduling control
 - Heating capacity issues observed in winter of 2013
 - Stratification of air in classrooms
 - Repeated equipment failures
 - Pressurization issues

In addition, immediately following the kick-off meeting a thorough review of the documents provided by the District was completed. These documents included:

- Record Drawings
- Record Specifications
- Record Submittals
- Engineering Calculations
- Load Analysis
- TAB Reports
- Complaint Logs

This review was conducted as a preliminary planning tool for the Investigation Phase and to facilitate requests for additional information.

System Testing/Investigation Procedures and Checklists

For each of the primary system types listed below, Farnsworth developed detailed investigation and testing procedures. These procedures provided detailed and repeatable methods for evaluating system/equipment performance and condition, and covered primary investigative functions like sampling methodology, system/equipment condition assessments, TAB verification of the overall system/units, calibration verification of primary sensors, sequence verification of the system/units, and trending/data-logging requirements.

INVESTIGATION PHASE

Design Analysis

Following the completion of the Planning Phase activities, Farnsworth moved into the initial task of Investigation Phase and began targeted sample review of the overall HVAC System design and record. The review sample was targeted based upon the sampling approach defined later in this section and by evaluating the design and record of the facility versus the primary objectives determined within the Planning Phase. This analysis included an overall review of the design and engineering assumptions and analysis utilized to develop the design, as well as a review of the submittal records and TAB records for the systems installed. The outcome of this task was the development of key issues identified within the design and/or submittal process that contributed to the issues identified during the first year of operation and/or hindered the ability of the system to maintain the primary objectives.

System Investigation/Testing

In concert with the Design Analysis Farnsworth conducted detailed system investigation and testing. This task included:

- System/equipment condition assessments, including identification of basic repairs or upgrades that are necessary to allow for the existing equipment to function properly and/or meet manufacturer installation requirements.
- TAB verification of the overall system/units (targeted sample for zone/terminal level).
- Calibration verification of primary sensors.
- Sequence verification of the system/units, including development of recommendations for optimization beyond current configuration.

The objective of this task was to thoroughly review the installation and operation conditions of the HVAC systems to determine what potential installation methods or omissions also contributed to the issues identified by the District

SAMPLING APPROACH

The following is a brief summary of the minimum sampling approach Farnsworth utilized for the project for each of the tasks listed below.

Table 1: Sampling Approach

| Commissioned System | QTY | Design Analysis ¹ | Site Survey ² | Calibration Verification ⁴ | TAB Verification | Sequence Verification ⁵ |
|-----------------------------|-----|------------------------------|--------------------------|---------------------------------------|------------------|------------------------------------|
| Air Handling Units | 2 | 50% | 100% | 50% | 50% | 100% |
| Energy Recovery Ventilators | 4 | 50% | 100% | 50% | 50% | 100% |
| Fans | 3 | 25% | 100% | 50% | 50% | 100% |
| VRVs | 92 | 25% | 50% ³ | 50% | 25% | 50% |
| Cooling Towers | 1 | 50% | 100% | 50% | 50% | 100% |
| Boilers | 3 | 50% | 100% | 50% | 50% | 100% |
| Heat Pumps | 10 | 50% | 100% | 50% | 50% | 100% |
| Heat Exchangers | 1 | 50% | 100% | 50% | 50% | 100% |
| Pumps | 14 | 50% | 100% | 50% | 50% | 100% |

¹Percentage of the listed unit/system to be verified for sizing, loads and ventilation calculations for given application.

²Percentage of units to be reviewed for physical condition and nameplate documentation.

³Shall include verification of associated refrigerant system layout and sizing at sampling rate defined.

⁴Percentage of sensors per unit to be verified. Number of units to be verified shall be in accordance with sample rate defined for Site Survey.

⁵Percentage of units to be verified for full sequence verification.

Overall the modified, retro-Cx process employed on this project established over 200 distinct issues pertaining to the design, installation and/or operation of the current HVAC systems based upon the primary objectives identified. OF these 200+ issues over 60 of these items were considered critical in nature due to the degree of impact the issue had to the operation of the systems, facility, or general safety of the occupants. A detailed listing of all items identified is included under Exhibit E including recommendations, but the following is a summary of the critical issues identified based upon the classification of the issues into three classes; design, installation or design/installation issues.

Design Issues

Design issues are issues identified by Farnsworth that in the opinion of the reviewer fall within the responsibility of the engineer of record. The classification is based upon the reviewer's understanding of the design intent, the documentation provided and the typical standard of care employed by an engineer of record. The following is a summary of the critical items identified within this classification:

- The calculated air diffusion performance index (ADPI) of a typical classroom was found to be between 40%-50%. Standards recommend for ADPI for typical rooms to be no less than 80%. The levels calculated for the typical classroom would explain the degree of stratification noted by the District in classrooms, especially during heating mode of operation. Ideally, the system would be revised to provide better location and quantity of diffusers in the classroom to promote higher ADPI levels via ducted cassettes. However, given the progress of the project the practical solution would be to ensure the cassettes are programmed to operate at high speeds with swing operation in all modes of operation including deadband.
- The overall balance of the facility by design appears to be negative based on design documents. Although the ERV schedule shows a positive condition of ~1650 cfm this value does not account for the three new exhaust fans or the 5 existing exhaust fans. Although the three new fans would be considered intermittent exhaust, at least four of the five existing fans are scheduled based and could present enough exhaust volume to take the facility negative. However, it is not evident these fans were accounted for in the balance of the facility. This condition would increase the overall loads presented to the HVAC systems as the infiltration rate would exceed those assumed. The recommended course of action for this issue would be to re-balance the ERVs to properly account for the existing exhaust volumes by adjustment of the outside and exhaust airflows at each unit. However, an analysis of the ERV heating and cooling capacity will be required as the adjustment will have a negative impact on the energy recovery of the units.

Design/Installation Issues

Design/Installation issues are issues identified by Farnsworth that in the opinion of the reviewer fall within both the responsibility of the engineer of record and the installer. The classification is based upon the reviewer's understanding of the design intent, the documentation provided, the typical standard of care employed by an engineer of record, the typical construction administration responsibilities of the engineer of record and the current installation state. The following is a summary of the critical items identified within this classification:

- As noted in Design Issues classification one of the critical issues identified was the building pressurization balance designed for the facility. This issue was to be found further complicated within both the design documents and installation. Within the design documents a reference was included for the building automation system to integrate control and monitoring of the five existing exhaust fans. However, the documents do not provide direction as to where these fans are or the method of control they are to have. Based upon field investigation we found that only two of these fans had any form of BAS integration provided and were operational. The other two bathroom fans were not functioning and had no BAS integration provided, neither did the kiln exhaust fan. In addition, neither the existing fans nor the new ERVs provide any service to the front bank of bathrooms across from the administrative offices. We would recommend clarifying the intent of operation for the existing exhaust fans as it pertains to BAS control and location. In addition, evaluate functionality of existing bathroom exhaust for code required exhaust rates and review potential integration to ERVs.
- The original basis of design for the VRF system was not an LG system. However, in the bidding and the submittal process the LG system was submitted as an equal. However, the submitted system fundamentally changed to required hydronic flows required for the heat pumps from a basis of design of 24 gpm to a minimum of 36 gpm to 42 gpm. This was not addressed in the VRF system or pump submittals by either the engineer of record or the installer. Complicating this issue further the balanced condition of the pumps serving the heat pumps is on average

- 20% below design values. This condition negatively impacts the heat pump capacity in all modes of operation and can reduce the operational life of the heat pump. Following review of block loads and heat pumps, re-analyze the required heat pump flow requirements in concert with the current pumps, piping, heat exchanger, boiler and cooling tower. Provide revised design and direction for hydronic loops and pumps, install and balance accordingly.
- The calculated Cooling Tower capacity is 78% of the peak cooling load and 96% of the block cooling load and 48% of the installed equipment capacity. Generally the cooling tower is sized for approximately 115-125% of the peak load to provide some safety factor and allow for improved energy efficiency. This would suggest that the cooling tower is undersized for the given installation. Coupling this with the concern that the ERVs are potentially undersized and the load calculations may be optimistic makes the concerns even greater. In addition, when reviewing the sizing tables for the Evapco unit per the manufacturer, it appears the unit would top out at ~240 gpm with 100 deg F EWT and 90 deg F LWT. In fact based upon those same tables a model 516 or 526 appear to better match the desired water temperatures and gpm. Review increasing size of cooling tower at a minimum to match manufacturer sizing tables. However, heat pump hydronic and connected load conditions will likely require further analysis and re-design of cooling tower.
 - Within the proposed and approved LG system submittal multiple cassette units were identified to be undersized based upon the design documents and schedules. During field investigation these units were verified to match the submitted unit and are approximately one size smaller than intended based upon nominal sizing criteria noted. This can create an inherent under capacity scenario for the affected rooms. Recommend reviewing sizing of noted cassettes based upon peak loads and design criteria specified. Replace units with larger capacity cassettes as required.
 - The approved, record TAB report shows numerous areas where the final balance values for a unit or system are significantly outside the contractually permitted tolerances. For example, ERV-1,2,3 all have EA volumes ~30% below design. These gross out of tolerance items coupled with the absence of any water data has a sufficient impact to the facility and system operations. In addition, TAB verification identified additional numerous areas where repeated measurements were not feasible as indicated in report or values were significantly off from record report despite standard conditions for TAB simulated. Re-balance all systems and units to conform to design tolerances including gross differential tolerance of OA/EA at ERVs.

Installation Issues

Installation issues are issues identified by Farnsworth that in the opinion of the field staff fall within the responsibility of the installer. The classification is based upon the field reviewer's understanding of the contractual documentation provided (including intent) and the current installation state. The following is a summary of the critical items identified within this classification:

- Multiple cassettes were found to have condensate drain connections and/or piping installation that did not comply with the manufacturer's requirements for maximum rise and minimum slope. These conditions lead to repeated failures and water damage throughout investigation and testing. The design intent clearly detailed the condensate drainage system was to be based solely on onboard pumps and gravity drainage, so additional provisions in the installation should be provided to comply with contract documents and ensure compliance with manufacturer's requirements. This may include provision of auxiliary condensate pumps for areas impacted by project conditions. We would also recommend reviewing the provision of condensate drains at wall mounted units to accommodate use of units in both modes of operation based upon the lack of heating and cooling in corridors which is identified as lower priority design issue.
- Refrigerant piping installation was found to have several areas throughout the facility of concern. Of particular concern was the installation provided at VHP-3A & 3B that was done in a fashion that created an oil trap and an improperly installed Y branch. This installation is likely the primary driver behind the repeated failures of this heat pump. Recommend re-piping this package immediately and reviewing the remaining system to ensure proper supports and slope throughout.
- Multiple issues in all systems were identified regarding the controls integration and installations for both the unitary and building level controls. The range of issues include minor items like absence of proper trends to complete absence of sensors, sequences and integrations. The following is a synopsis of the control related issues identified and considered critical in nature. For each of these items and the remainder of related control issues of lower priority we would recommend a full and complete review and re-programming of the unitary and building level controls to comply with the contract documents and intent, including additional sensors as required.

Summary of Findings & Recommendations | Section 3

- AHU-1 is missing a supply air smoke detector for life safety protection.
- AHU-1 does not have proper freeze stat and high pressure safeties alarms integrated to the BAS for monitoring purposes.
- AHU-1 is missing multiple points required for proper operation and monitoring.
- RTU-1 does not respond to schedule commands for fan disable and runs continuously.
- RTU-1 has no ventilation air control present including demand control ventilation control specified.
- RTU-1 economizer sequence is absent.
- RTU-1 is missing a supply air smoke detector for life safety protection.
- CT fan speed command has no impact on actual speed of fan when enabled. Currently fan runs constantly at 50 Hz when enabled.
- Drain down sequences for cooling tower does not appear to be functional at BAS.
- The blowdown sequence for the cooling tower has resulted in over 900,000 gallons of water to be dumped in the past year of operation. Currently the signal for blowdown has been from the Evapco controller directly but is resulting in the excessive water consumption (sequence cycles ~22 times a day), and has been noted to cause air entrainment for the cooling tower pump as evident by gravel type noises in the pump and excessive vibrations. In addition, the cycle has been increased in duration from 5 sec to 30 sec and the valve is opened fully during this cycle.
- RP-2 for DHW system has not been integrated to BAS in any fashion and no form of scheduling has been applied to DHW system pumps.
- Existing exhaust fan control is limited as noted previously in design/installation issue summary. However, in addition to it being limited the schedule operation only works for one fan serving the bank of bathrooms that includes 100A.
- ERVs are missing multiple sensors and sequences including:
 - Economizer
 - DAT reset function (one provided is limited and not functional)
 - Proper safeties
 - ERW speed modulation
 - Heating mode switchover
 - Frost control
 - Schedule control is not functional at ERV-1
- Heat pumps are not providing detailed alarm events for monitoring purposes. This results in delays to address issues and impacts system operation.
- AHU-1 boiler control is direct fire control without bounds. In addition the specified integration of these boilers including the make-up system is largely absent.
- Primary HW system is utilizing unitary based controls and setpoint in lieu of BAS specified. This limits operational adjustments and presents potential for failures. For instance, boiler pumps are enabled based upon BAS command, but boiler can and will fire without a pump enabled.
- Lead/lag boiler control sequences are absent for primary HW system
- Cassette integration is absent and not functional. For example:
 - There is no schedule control employed as required.
 - Command and setpoint adjustments at BAS have no impact on units or are immediately overridden by LG panel.
 - Operation of units requires repeated use of LG panel for switchover of heating and cooling mode.
 - Multiple units are not tied to BAS at all.

An additional 156 issues are also detailed within Exhibit E for lower priority items. These have also been classified as above, but are deemed to have less impact than the items summarized. However, we would recommend all items are reviewed and addressed in full as the cumulative effect of these issues will still have a significant impact on the facility operations and energy profile. In addition, we would recommend, that all issues including proposed solutions by other parties is verified through some form of commissioning to ensure the issue has been properly addressed.

To: Board of Education
Laurie Heinz, Superintendent

From: Rebecca J. Allard, Chief School Business Official

Date: August 25, 2014

Subject: Preliminary Enrollment Report – August 19, 2014

This year's enrollment data and class sections continue to reflect the class size guidelines in effect since the 2007-08 school year. The guidelines are as follows: 22 @ K; 24 @ Grades 1-2; 26 @ Grades 3-4; and 28 @ Grades 5-8.

The total expected enrollment (K-8) of 4,380 is 37 students greater than the June 2014 enrollments; detailed information can be found on the attached pages:

- Elementary schools have 39 more students than the June 2014 enrollment.
- Middle School has 2 less students than the June 2014 enrollment.

Student enrollment numbers are subject to change as the schools are notified that students have moved out of the District and new students are enrolled. Official 6th day (September 3) enrollment will be reported to the Board at the September 22nd Board meeting.

Currently, additional staffing to accommodate class section variations are within the Board approved staffing plan for 2014-15.

Park Ridge - Niles Community Consolidated School District 64
2014-15 Class Size/Section Projections with Average Class Size

As of August 19, 2014

| School | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total By School | | | |
|--------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----------------|---------|------------|-----|
| Maximum Class Size | 22 | 24 | 24 | 26 | 26 | 28 | 28 | 28 | 28 | 2013-14 | 2014-15 | Difference | |
| Carpenter | 71 | 67 | 83 | 74 | 84 | 66 | | | | 445 | 428 | 17.0 | |
| | 4 | 3 | 4 | 3 | 4 | 3 | | | | 21 | 20 | 1.0 | |
| | 17.75 | 22.33 | 20.75 | 24.67 | 21.00 | 22.00 | | | | | | | |
| Field | 87 | 117 | 109 | 106 | 117 | 115 | | | | 651 | 652 | (1.0) | |
| | 4 | 5 | 5 | 5 | 5 | 5 | | | | 29 | 30 | (1.0) | |
| | 21.75 | 23.40 | 21.80 | 21.20 | 23.40 | 23.00 | | | | | | | |
| Franklin | 70 | 80 | 69 | 93 | 73 | 76 | | | | 461 | 462 | (1.0) | |
| | 4 | 4 | 3 | 4 | 3 | 3 | | | | 21 | 20 | 1.0 | |
| | 17.50 | 20.00 | 23.00 | 23.25 | 24.33 | 25.33 | | | | | | | |
| Roosevelt | 102 | 86 | 133 | 105 | 128 | 102 | | | | 656 | 629 | 27.0 | |
| | 5 | 4 | 6 | 5 | 5 | 4 | | | | 29 | 30 | (1.0) | |
| | 20.40 | 21.50 | 22.17 | 21.00 | 25.60 | 25.50 | | | | | | | |
| Washington | 88 | 106 | 105 | 88 | 96 | 120 | | | | 603 | 606 | (3.0) | |
| | 4 | 5 | 5 | 4 | 4 | 5 | | | | 27 | 27 | 0.0 | |
| | 22.00 | 21.20 | 21.00 | 22.00 | 24.00 | 24.00 | | | | | | | |
| Emerson | | | | | | | 272 | 289 | 278 | 839 | 826 | 13.0 | |
| | | | | | | | 10 | 11 | 10 | 31 | 31 | 0.0 | |
| | | | | | | | 27.20 | 26.27 | 27.80 | | | | |
| Lincoln | | | | | | | 210 | 249 | 266 | 725 | 740 | (15.0) | |
| | | | | | | | 8 | 9 | 10 | 27 | 27 | 0.0 | |
| | | | | | | | 26.25 | 27.67 | 26.60 | | | | |
| Total By Grade | 418 | 456 | 499 | 466 | 498 | 479 | 482 | 538 | 544 | 4,380 | 4,343 | 37.0 | |
| | | | | | | | | | | Class Sections | | 154.00 | 0.0 |

Notes:

Projections do not include Jefferson

Change in Enrollment, Sections and Average Class Size from June 2014 to Enrollment as of August 19, 2014

| | | Enrollment as of June 2014 | | | | | Enrollment as of August 19, 2014 | | | | | Change | |
|-----------------------------------|--------------------|----------------------------|-------|----------|-----------|------------|----------------------------------|-----------|-------|----------|-----------|------------|----------|
| | | Carpenter | Field | Franklin | Roosevelt | Washington | District | Carpenter | Field | Franklin | Roosevelt | Washington | District |
| Grade - K | Guideline | | | | | | | | | | | | |
| | 22 | 65 | 105 | 65 | 71 | 96 | 402 | 71 | 87 | 70 | 102 | 88 | 418 |
| | | 3 | 5 | 3 | 4 | 5 | 20 | 4 | 4 | 4 | 5 | 4 | 21 |
| | Average Class Size | 21.67 | 21.00 | 21.67 | 17.75 | 19.20 | 20.10 | 17.75 | 21.75 | 17.50 | 20.40 | 22.00 | 19.90 |
| Grade 1 | Guideline | | | | | | | | | | | | |
| | 24 | 83 | 103 | 72 | 131 | 104 | 493 | 67 | 117 | 80 | 86 | 106 | 456 |
| | | 4 | 5 | 4 | 5 | 4 | 22 | 3 | 5 | 4 | 4 | 5 | 21 |
| | Average Class Size | 20.75 | 20.60 | 18.00 | 26.20 | 26.00 | 22.41 | 22.33 | 23.40 | 20.00 | 21.50 | 21.20 | 21.71 |
| Grade 2 | Guideline | | | | | | | | | | | | |
| | 24 | 69 | 101 | 90 | 98 | 87 | 445 | 83 | 109 | 69 | 133 | 105 | 499 |
| | | 3 | 5 | 4 | 5 | 4 | 21 | 4 | 5 | 3 | 6 | 5 | 23 |
| | Average Class Size | 23.00 | 20.20 | 22.50 | 19.60 | 21.75 | 21.19 | 20.75 | 21.80 | 23.00 | 22.17 | 21.00 | 21.70 |
| Grade 3 | Guideline | | | | | | | | | | | | |
| | 26 | 85 | 113 | 70 | 130 | 88 | 486 | 74 | 106 | 93 | 105 | 88 | 466 |
| | | 4 | 5 | 3 | 5 | 5 | 22 | 3 | 5 | 4 | 5 | 4 | 21 |
| | Average Class Size | 21.25 | 22.60 | 23.33 | 26.00 | 17.60 | 22.09 | 24.67 | 21.20 | 23.25 | 21.00 | 22.00 | 21.19 |
| Grade 4 | Guideline | | | | | | | | | | | | |
| | 26 | 66 | 108 | 74 | 105 | 119 | 472 | 84 | 117 | 73 | 128 | 96 | 498 |
| | | 3 | 5 | 4 | 4 | 4 | 20 | 4 | 5 | 3 | 5 | 4 | 21 |
| | Average Class Size | 22.00 | 21.60 | 18.50 | 26.25 | 29.75 | 21.60 | 21.00 | 23.40 | 24.33 | 25.60 | 24.00 | 23.71 |
| Grade 5 | Guideline | | | | | | | | | | | | |
| | 28 | 60 | 122 | 91 | 94 | 112 | 479 | 66 | 115 | 76 | 102 | 120 | 479 |
| | | 3 | 5 | 4 | 4 | 4 | 20 | 3 | 4 | 3 | 4 | 5 | 19 |
| | Average Class Size | 20.00 | 24.40 | 22.75 | 23.50 | 28.00 | 23.96 | 22.00 | 28.75 | 25.33 | 25.50 | 24.00 | 25.71 |
| Building Total Grades 1 - 5 | | 363 | 547 | 397 | 558 | 510 | 2,375 | 374 | 564 | 391 | 554 | 515 | 2,398 |
| Sections Average Class Size | | 17 | 25 | 19 | 23 | 21 | 105 | 17 | 24 | 17 | 24 | 23 | 105 |
| | | 21.35 | 21.88 | 20.89 | 24.26 | 24.29 | 21.67 | 22.00 | 23.50 | 23.00 | 23.08 | 22.39 | 22.84 |
| Building Total Enrollment | | 428 | 652 | 462 | 629 | 606 | 2,777 | 445 | 651 | 461 | 656 | 603 | 2,816 |
| | | | | | | | | | | | | | |

Discussion of Niles Gun Shop

Consent Agenda

ACTION ITEM 14-8-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 25, 2014, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Financial Update for the Period Ending July 31, 2014; Resolution #1125 Recommending the Board Adopt a Copy Fee Schedule for FOIA Requests; Approval of Policies from PRESS Issue 84, February 2014 and PRESS Issue 85, May 2014; Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Personnel Report
August 25, 2014

| | |
|------------------|--|
| Jocelyn Ortiz | Employ as School Psychologist Intern at Emerson School effective August 25, 2014 – \$16,000.00. |
| Elizabeth Andert | Employ as Technology Coach Teacher at Field School effective August 25, 2014 - \$56,531.00. |
| Betty Berg | Employ as Special Needs Assistant at Lincoln School effective August 25, 2014 - \$21,594.30. |
| Evelyn Dobrydnio | Employ as Special Education Assistant at Emerson School effective August 25, 2014 - \$21,116.55. |
| Mary Hallerduff | Employ as 2nd/3rd Grade Special Education Teacher at Roosevelt School effective August 25, 2014 - \$54,783.00. |
| Richard Hobson | Employ as (.25) Spanish Teacher at Lincoln School effective August 25, 2014 - \$13,695.75. |
| Jennifer Munao | Employ as Special Needs Assistant at Jefferson School effective August 25, 2014 - \$19,608.22. |
| Peter Pierucci | Employ as Extended Day Assistant at Jefferson School effective August 25, 2014 - \$21,116.55. |
| Lauren Runyon | Employ as Special Needs Assistant at Jefferson School effective August 25, 2014 - \$19,608.23. |
| Linda Adamowski | Rehire as Special Needs Assistant at Emerson School effective August 25, 2014 - \$21,594.30. |
| Ashley Arsenault | Rehire as Kindergarten Teacher at Roosevelt School effective August 25, 2014 - \$51,190.00. |
| Andrew Bielenda | Rehire as Physical Education Teacher at Roosevelt School effective August 25, 2014 - \$54,749.00. |
| Jen Buti | Rehire as (64.47) Literacy/C of C Teacher at Roosevelt School effective August 25, 2014 - \$42,161.44. |
| Kelsey Engle | Rehire as 4th Grade Teacher at Field School effective August 25, 2014 - \$51,190.00. |
| Cara Filipiak | Rehire as 3rd Grade Teacher at Roosevelt School effective August 25, 2014 - \$52,968.00. |
| Joan Hoffman | Rehire as Kindergarten Teacher at Roosevelt School effective August 25, 2014 - \$60,812.00. |

Personnel Report
August 25, 2014

| | |
|--------------------|---|
| Shelli Mata | Rehire as 2nd Grade Teacher at Carpenter School effective August 25, 2014 - \$51,190.00. |
| Jackie Mayer | Rehire as (.90) Spanish Teacher at Carpenter School effective August 25, 2014 - \$44,465.40. |
| Alex Migon | Rehire as Special Needs Assistant at Lincoln School effective August 25, 2014 - \$21,594.30. |
| Cassandra Prejzner | Rehire as 4th Grade Teacher at Carpenter School effective August 25, 2014 - \$52,968.00. |
| Lisa Szydlowski | Rehire as Special Needs Assistant at Jefferson School effective August 25, 2014 - \$19,608.22. |
| Dana Wessel | Rehire as (.50) Special Education Teacher at Jefferson School effective August 25, 2014 - \$29,514.00. |
| Maria Cullotta | Change in Assignment from Lunch Program Supervisor at Washington School to Lunch Program Head Supervisor at Washington School effective August 25, 2014. |
| Heather Frieze | Change in Assignment (.50) Physical Education Teacher at Roosevelt School to (.70) Physical Education Teacher at Washington School effective August 25, 2014 - \$66,795.40. |
| Gail Kerber | Change in Assignment from IR/RTI Assistant at Emerson School to Special Education Teacher at Emerson School effective August 25, 2014 - \$47,630.00. |
| Julie Voigt | Change in Assignment from .33 Art Teacher at Roosevelt School to .38 Art Teacher at Roosevelt School effective August 25, 2014 - \$29,589.08. |
| Eliza Hamer | Resign as Assistant at Washington School effective August 20, 2014. |
| Alexandra Shalzi | Resign as 3rd Grade Assistant at Roosevelt School effective August 7, 2014. |

APPROVAL OF BILLS

The following bills are presented for approval:

Bills

| | |
|--|-----------------|
| 10 - Education Fund ----- | \$ 266,702.63 |
| 20 - Operations and Maintenance Fund ----- | \$ 94,214.58 |
| 30 - Debt Services ----- | \$ - |
| 40 - Transportation Fund ----- | \$ 27,761.30 |
| 50 - Retirement (IMRF/SS/MEDICARE) ----- | \$ - |
| 60 - Capital Projects ----- | \$ 1,627,561.65 |
| 80 - Tort Immunity Fund ----- | \$ 196,779.37 |
| 90 - Fire Prevention and Safety Fund ----- | \$ - |

Checks Numbered: 118462 - 118579

Total: \$ 2,213,019.53

Bills

This report can be viewed
on the District 64 website
www.d64.org on the
Financial Data-Current
link.

To: Board of Education
Laurie Heinz, Superintendent

From: Rebecca Allard, Chief School Business Official

Date: August 25, 2014

Subject: Executive Summary
Financial Update for the Period Ending July 31, 2014

The following highlights the financial activity for the month of July 2014.

Fund Balance:

The cash & investment, all funds, balance increased, by \$7,600,559 (*page 1*) from the June monthly report. As reported by the School Township Treasurer, Tom Ahlbeck, the District ended the month with \$42.8 million in fixed investments (*pages 4 - 6*) and \$24.8 million in the Chase money market fund.

Key Revenue Factors:

The chart on page 2 shows that revenues, during the month of July, were 3.2% greater than the same period last year.

Student fees (*registration fees have increased 6.7% and Jefferson extended day care has increased by 31.5%*) are driving the increase in revenues. The increase is a result of the use of Info Snap for payment of student registration fees and increased attention to the collection of all student fees.

Property Tax collections are trending downward by 1.6%. Tax collections are beyond the control of D64, taxes are recorded when received from Cook County. Corporate Personal Property Replacement Taxes (CPPRT) are trending downward by 2.1%; again, this revenue source is beyond the control of D64. State and federal revenues are down by 10.8% because of the State's timely payment of state and federal monies in June.

Key Expenditure Factors:

The chart on page 3 shows that expenditures, during the month of July, were 1.8% greater than the same period last year.

Salaries are trending 2.4% greater than last year because July 2014 had three payrolls versus two in 2013.

There are reductions in the area of purchased services (8.3%) and supplies (20.7%).

The increase of 23% in the capital outlay area is the payment of Chromebooks.

The increase of 13.3% in the other expense area is the payment of June & July Info Snap fees.

Report Index

| Report Description For the Period Ending July 2014 | Page Number (s) Color |
|---|----------------------------------|
| Statement of Position | 1 |
| Summary of Revenue | 2 |
| Summary of Expense | 3 |
| Summary of Investments | 4 - 6 |
| Detail Revenue Report | Green |
| Detail Expenditure Report | Yellow |

Park Ridge - Niles Community Consolidated School District 64
Statement of Position for the Period Ending July 2014

| Fund | UN-Audited Cash & Investment Balance June 30, 2014 | 2014-15 FYTD Revenues | 2014-15 FYTD Expenditures | Excess / Deficiency of Revenues Over Expenditures | Inter-Fund Loan Balance | Cash & Investment Balance July 2014 | Restricted Funds |
|---------------------------|--|--------------------------|---------------------------------|--|-------------------------------|--|--|
| Education | \$26,842,581 | \$9,740,946 | (\$2,728,736) | \$7,012,210 | - | \$33,854,791 | No |
| Tort Immunity | 1,427,148 | 110,036 | (643,512) | (533,476) | - | \$893,672 | Yes |
| Operations & Maintenance | 1,504,595 | 1,521,321 | (599,100) | 922,222 | - | \$2,426,817 | No |
| Transportation | 3,203,697 | 185,013 | (43,648) | 141,365 | - | \$3,345,062 | No |
| Retirement (IMRF & SS) | 744,188 | 381,935 | (165,722) | 216,213 | - | \$960,401 | Yes |
| Working Cash | 14,128,367 | 88,285 | - | 88,285 | - | \$14,216,652 | <i>Reserved for Cash Flow Purposes</i> |
| Sub-Total Operating Funds | \$47,850,576 | \$12,027,537 | (\$4,180,718) | \$7,846,819 | \$0 | \$55,697,395 | |
| Capital Projects | 9,111,412 | 12,635 | (837,597) | (824,962) | - | \$8,286,450 | Yes |
| Total Operating Funds | \$56,961,988 | \$12,040,172 | (\$5,018,315) | \$7,021,857 | \$0 | \$63,983,845 | |
| Debt Service | 3,669,373 | 578,902 | (200) | 578,702 | - | \$4,248,075 | Yes |
| Total All-Funds | \$60,631,361 | \$12,619,074 | (\$5,018,515) | \$7,600,559 | \$0 | \$68,231,920 | |

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

Park Ridge Niles Community Consolidated School District 64

July 2014 - Summary of Revenue

Fund

| Description of Revenue Source | Education | Operations & Maintenance | Debt Service | Transportation | Retirement | Capital Projects | Working Cash | Tot Immunity | Total | Budget | % of Budget Received | Prior Year Pacing | Ratio (Worse) than Prior Year |
|-------------------------------|-------------|--------------------------|--------------|----------------|------------|------------------|--------------|--------------|--------------|--------------|----------------------|-------------------|-------------------------------|
| Current Year | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$33,276,000 | 0.0% | 0.0% | 0.0% |
| Prior Year | \$9,103,942 | \$1,534,882 | \$584,963 | \$184,220 | \$384,921 | \$0 | \$73,683 | \$110,825 | \$11,977,137 | \$10,223,000 | 33.3% | 42.2% | -3.6% |
| Other Prior Year | (\$96,735) | (\$16,603) | (\$6,066) | (\$2,011) | (\$3,220) | \$0 | (\$807) | (\$1,205) | (\$126,042) | (\$216,000) | 56.5% | 12.2% | -46.3% |
| Total Property Taxes | \$9,007,206 | \$1,518,279 | \$578,897 | \$182,209 | \$381,702 | \$0 | \$72,877 | \$109,620 | \$11,850,490 | \$63,263,000 | 16.7% | 20.3% | -1.0% |
| Corp Replace Tax | \$193,901 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$193,901 | \$1,166,256 | 16.5% | 18.7% | -3.1% |
| Interest Income | \$22,794 | \$500 | \$5 | \$2,097 | \$233 | \$1,749 | \$15,409 | \$716 | \$43,503 | \$581,465 | 7.5% | 7.8% | -0.2% |
| Tuition | \$2,868 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,868 | \$306,935 | 0.9% | 0.2% | 0.7% |
| Lunch | \$41,365 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$41,365 | \$589,200 | 7.0% | 6.6% | 0.4% |
| Registration | \$401,773 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$401,773 | \$1,021,915 | 39.3% | 32.6% | 6.7% |
| Pay Riders/Field Trips | \$0 | \$0 | \$0 | \$708 | \$0 | \$0 | \$0 | \$0 | \$708 | \$66,905 | 1.1% | 12.5% | -11.3% |
| Other Student | \$13,431 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$13,431 | \$68,770 | 19.6% | 17.5% | 2.1% |
| Total Student Fees | \$456,569 | \$0 | \$0 | \$708 | \$0 | \$0 | \$0 | \$0 | \$457,276 | \$1,746,790 | 26.2% | 21.2% | 3.0% |
| Extended Day Care | \$54,214 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$54,214 | \$145,000 | 37.4% | 3.5% | 33.9% |
| TIP Payment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$490,000 | 0.0% | 0.0% | 0.0% |
| Before School Care | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A | 37.1% | N/A |
| MTSEF/LICA Refund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A | N/A | N/A |
| FAA - Local | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A | N/A | N/A |
| Rental | \$0 | \$2,542 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,542 | \$53,004 | 4.8% | 4.8% | 0.0% |
| Other | \$3,230 | \$0 | \$0 | \$0 | \$0 | \$10,886 | \$0 | \$0 | \$14,116 | \$93,625 | 15.1% | 100.0% | -84.9% |
| Total Other Local | \$57,444 | \$2,542 | \$0 | \$0 | \$0 | \$10,886 | \$0 | \$0 | \$70,872 | \$781,629 | 8.1% | 8.5% | -2.6% |
| General State Aid | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,359,713 | 0.0% | 0.0% | 0.0% |
| Other State | \$164 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$164 | \$2,658,942 | 0.0% | 18.3% | -18.3% |
| Federal | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,268,730 | 0.0% | 2.6% | -2.6% |
| Total of State & Federal | \$164 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$164 | \$5,287,385 | 0.0% | 10.8% | -10.8% |
| Transfer of Funds/Bond P | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$208,944 | 0.0% | 0.0% | 0.0% |

| | | | | | | | | | | | | | |
|-------------------------------|--------------|-------------|-------------|-------------|-------------|----------|-----------|-----------|--------------|--------------|-------|-------|------|
| Total Revenue | \$9,740,946 | \$1,521,321 | \$578,902 | \$185,013 | \$381,935 | \$12,635 | \$88,285 | \$110,036 | \$12,619,074 | \$73,382,404 | 17.1% | 14.0% | 3.1% |
| Total Actual Revenue | \$5,740,946 | \$1,321,321 | \$378,602 | \$185,013 | \$381,935 | \$12,635 | \$88,285 | \$110,036 | \$12,619,074 | | | | |
| Total Budget Revenue | \$57,269,695 | \$7,012,634 | \$1,082,070 | \$1,759,686 | \$2,531,794 | \$35,900 | \$577,010 | \$720,615 | \$73,382,404 | | | | |
| % of Budget Received | 12.0% | 21.7% | 16.6% | 10.5% | 15.1% | 36.2% | 13.0% | 15.3% | 17.2% | | | | |
| Prior Year Pacing | 18.8% | 9.9% | 13.3% | 20.0% | 16.7% | 1.0% | 1.0% | 20.2% | 14.0% | | | | |
| Ratio (Worse) than Prior Year | -1.8% | 11.7% | 1.3% | -9.5% | -1.6% | 34.2% | 14.0% | -5.0% | 3.2% | | | | |

| Park Ridge Niles Community Consolidated School District 64 | | | | | | | | | | | |
|--|--------------|--------------------------|--------------|----------------|-------------|------------------|--------------|---------------|--------------|--------------------|--------------------------------|
| July 2014 Summary of Expense | | | | | | | | | | | |
| Description of Expenditure Type | Fund | | | | | | | | | | Better (Worse) than Prior Year |
| | Education | Operations & Maintenance | Debt Service | Transportation | Retirement | Capital Projects | Working Cash | Tort Immunity | Total | Expenditure Budget | % of Budget Expended |
| Salary-Teacher | \$9,107 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$9,107 | \$33,988,188 | 0.0% |
| Salary-All Other | \$712,069 | \$311,077 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,023,146 | \$13,998,696 | 7.3% |
| Benefits | \$100,698 | \$45,302 | \$0 | \$0 | \$165,722 | \$0 | \$0 | \$259 | \$311,981 | \$9,150,701 | 3.4% |
| Purchased Services | \$330,057 | \$84,564 | \$0 | \$43,648 | \$0 | \$50,670 | \$0 | \$634,799 | \$1,113,738 | \$6,120,883 | 18.7% |
| Supplies | \$1,308,664 | \$128,019 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,436,683 | \$3,487,179 | 41.2% |
| Capital Outlay | \$7,335 | \$30,139 | \$0 | \$0 | \$0 | \$786,776 | \$0 | \$8,454 | \$832,704 | \$5,778,235 | 14.4% |
| Other Expense | \$30,599 | \$0 | \$200 | \$0 | \$0 | \$151 | \$0 | \$0 | \$30,950 | \$3,303,600 | 0.9% |
| Other Expense: Tuition | \$230,207 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$230,207 | \$1,760,000 | 13.1% |
| Other Expense: Transfer of Funds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$193,080 | 0.0% |
| Total Expenses | \$2,728,736 | \$599,100 | \$200 | \$43,648 | \$165,722 | \$837,597 | \$0 | \$643,512 | \$5,018,515 | \$77,781,564 | 6.5% |
| | | | | | | | | | | | |
| Total Actual Expense | Education | Operations & Maintenance | Debt Service | Transportation | Retirement | Capital Projects | Working Cash | Tort Immunity | Total | | |
| | \$2,728,736 | \$599,100 | \$200 | \$43,648 | \$165,722 | \$837,597 | \$0 | \$643,512 | \$5,018,515 | | |
| Total Expense Budget | \$50,101,884 | \$5,251,131 | \$3,220,870 | \$1,702,480 | \$2,542,730 | \$5,845,000 | \$160,010 | \$957,539 | \$77,781,564 | | |
| % of Budget Expended | 4.7% | 11.4% | 0.0% | 2.6% | 6.5% | 14.3% | 0.0% | 67.2% | 6.5% | | |
| Prior Year Pacing | 2.4% | 5.4% | 0.0% | 2.4% | 7.4% | 34.1% | 0.0% | 95.0% | 4.6% | | |
| Better (Worse) than Prior Year | -2.3% | -6.0% | 0.0% | 0.0% | 0.8% | -19.8% | 0.0% | -27.8% | -1.8% | | |

EDUCATION FUND

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 09-15-14 | 08-31-12 | 0.3500% | 745 | \$2,000,000.00 | \$14,486.11 | MM | MAT |
| 09-04-18 | 12-04-12 | 1.0200% | 2100 | \$1,000,000.00 | \$59,500.00 | AGENCY | S |
| 12-12-14 | 12-23-09 | 2.7500% | 1815 | \$2,000,000.00 | \$277,291.67 | AGENCY | S |
| 12-21-14 | 12-21-11 | 1.0300% | 1096 | \$2,000,000.00 | \$62,715.56 | MM | MAT |
| 10-15-18 | 04-15-13 | 1.1250% | 2009 | \$1,500,000.00 | \$94,171.88 | AGENCY | S |
| 06-05-15 | 05-31-12 | 0.7430% | 1100 | \$1,000,000.00 | \$22,702.78 | MM | MAT |
| 12-21-15 | 03-26-10 | 3.1606% | 2096 | \$1,000,000.00 | \$231,111.11 | AGENCY | S |
| 03-28-16 | 10-01-12 | 0.4900% | 1274 | \$1,500,000.00 | \$25,480.00 | MM | MAT |
| 12-28-16 | 06-06-14 | 0.6190% | 936 | \$1,000,000.00 | \$16,250.00 | AGENCY | S |
| 08-23-17 | 06-10-14 | 1.0178% | 1170 | \$1,000,000.00 | \$30,875.00 | AGENCY | S |
| 08-28-17 | 07-10-14 | 1.0735% | 1145 | \$2,000,000.00 | \$55,659.72 | AGENCY | S |
| 09-29-17 | 08-17-12 | 1.0000% | 1869 | \$1,000,000.00 | \$51,916.67 | AGENCY | S |
| 12-26-17 | 07-10-14 | 1.2535% | 1265 | \$1,000,000.00 | \$43,923.61 | AGENCY | S |
| 06-08-18 | 06-06-13 | 1.2000% | 1828 | \$1,000,000.00 | \$63,472.22 | AGENCY | S |
| 06-13-18 | 02-26-13 | 1.0001% | 1933 | \$1,000,000.00 | \$261,760.42 | AGENCY | S |
| 06-13-18 | 03-08-13 | 1.0150% | 1923 | \$1,000,000.00 | \$260,406.25 | AGENCY | S |
| 07-17-19 | 07-26-13 | 1.9458% | 2182 | \$500,000.00 | \$65,156.94 | AGENCY | S |
| 08-08-19 | 08-08-13 | 2.1101% | 2191 | \$500,000.00 | \$63,295.56 | AGENCY | S |
| 09-03-19 | 03-20-14 | 2.1114% | 1993 | \$500,000.00 | \$0.00 | AGENCY | DISC |
| TOTAL | | 1.2412% | 1,614 | \$22,500,000.00 | \$1,760,175.50 | | |

TORT FUND

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 09-15-14 | 08-31-12 | 0.3500% | 745 | \$100,000.00 | \$724.31 | MM | MAT |
| 09-30-14 | 03-19-12 | 0.6200% | 925 | \$100,000.00 | \$1,593.06 | MM | MAT |
| 12-28-16 | 06-06-14 | 0.6190% | 936 | \$500,000.00 | \$8,125.00 | AGENCY | S |
| 03-20-17 | 06-18-14 | 0.9015% | 1006 | \$100,000.00 | \$1,746.53 | AGENCY | S |
| 09-08-17 | 10-17-12 | 0.8000% | 1787 | \$200,000.00 | \$7,445.83 | AGENCY | S |
| 05-14-18 | 05-15-13 | 0.9957% | 1825 | \$100,000.00 | \$4,435.76 | AGENCY | S |
| 06-08-18 | 05-23-13 | 1.0000% | 1842 | \$100,000.00 | \$6,395.83 | AGENCY | S |
| TOTAL | | 0.7135% | 1,295 | \$1,200,000.00 | \$30,466.32 | | |

OPERATIONS AND BUILDING MAINTENANCE FUND

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 03-20-17 | 06-18-14 | 0.9015% | 1006 | \$300,000.00 | \$5,239.58 | AGENCY | S |

4

| | | | | | | | |
|----------|----------|---------|------|--------------|-------------|--------------|-------------|
| 06-08-18 | 06-24-13 | 1.6063% | 1810 | \$200,000.00 | \$12,569.44 | AGENCY | S |
| TOTAL | | | | 1.1834% | 1,408 | \$500,000.00 | \$17,809.02 |

TRANSPORTATION FUND

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 09-15-14 | 08-31-12 | 0.3500% | 745 | \$500,000.00 | \$3,621.53 | MM | MAT |
| 09-15-14 | 02-01-14 | 0.3482% | 226 | \$25,000.00 | \$54.93 | MM | MAT |
| 11-25-14 | 04-01-13 | 1.9490% | 603 | \$200,000.00 | \$9,547.50 | AGENCY | S |
| 05-28-15 | 02-01-14 | 0.7335% | 481 | \$25,000.00 | \$248.18 | MM | MAT |
| 06-05-15 | 02-01-14 | 0.7337% | 489 | \$200,000.00 | \$2,018.48 | MM | MAT |
| 03-28-16 | 10-01-12 | 0.4800% | 1274 | \$200,000.00 | \$3,397.33 | MM | MAT |
| 01-17-17 | 06-09-14 | 0.7001% | 953 | \$200,000.00 | \$25,810.42 | AGENCY | S |
| 07-28-17 | 06-18-14 | 1.0714% | 1136 | \$100,000.00 | \$3,155.56 | AGENCY | S |
| 08-28-17 | 07-10-14 | 1.0735% | 1145 | \$300,000.00 | \$8,348.96 | AGENCY | S |
| 09-08-17 | 10-17-12 | 0.8000% | 1787 | \$200,000.00 | \$7,445.83 | AGENCY | S |
| 06-26-18 | 12-26-12 | 0.9325% | 2008 | \$200,000.00 | \$9,761.11 | AGENCY | S |
| 05-15-19 | 08-16-13 | 2.1303% | 2098 | \$100,000.00 | \$31,324.31 | AGENCY | S |
| 07-17-19 | 07-26-13 | 1.9458% | 2182 | \$300,000.00 | \$39,094.17 | AGENCY | S |
| TOTAL | | | | 0.9988% | 1,164 | \$2,550,000.00 | \$143,828.31 |

MUNICIPAL RETIREMENT FUND

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 09-15-14 | 08-31-12 | 0.3500% | 745 | \$500,000.00 | \$3,621.53 | MM | MAT |
| 03-28-16 | 10-01-12 | 0.4800% | 1274 | \$200,000.00 | \$3,397.33 | MM | MAT |
| TOTAL | | | | 0.3871% | 1,010 | \$700,000.00 | \$7,018.86 |

SITE + CONSTRUCTION

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 09-08-17 | 10-17-12 | 0.8000% | 1787 | \$200,000.00 | \$7,445.83 | AGENCY | S |

5

| | | | | | | | |
|----------|----------|---------|------|----------------|----------------|--------------|----|
| 06-28-19 | 07-15-13 | 1.9315% | 2174 | \$1,000,000.00 | \$121,985.56 | AGENCY | \$ |
| TOTAL | | | | 1.7429% 1,981 | \$1,200,000.00 | \$129,431.39 | |

WORKING CASH FUND

| MATURITY DATE | DATE PURCHASED | YIELD | DAYS HELD | AMOUNT INVESTED | INTEREST EARNED | TYPE OF INVESTMENT | INTEREST PAID |
|---------------|----------------|---------|-----------|-----------------|-----------------|--------------------|---------------|
| 09-12-14 | 12-03-09 | 2.3509% | 1744 | \$1,000,000.00 | \$187,444.44 | AGENCY | \$ |
| 10-19-14 | 10-19-11 | 1.0400% | 1086 | \$1,000,000.00 | \$31,662.22 | MM | MAT |
| 11-21-16 | 05-21-14 | 0.7250% | 915 | \$2,000,000.00 | \$36,854.17 | AGENCY | \$ |
| 09-04-18 | 12-04-12 | 1.0200% | 2100 | \$500,000.00 | \$29,750.00 | AGENCY | \$ |
| 12-12-14 | 12-16-09 | 2.6408% | 1822 | \$500,000.00 | \$89,590.28 | AGENCY | \$ |
| 12-30-16 | 12-30-11 | 1.4000% | 1827 | \$1,000,000.00 | \$71,050.00 | AGENCY | \$ |
| 01-16-18 | 07-16-12 | 1.2000% | 2010 | \$500,000.00 | \$33,500.00 | AGENCY | \$ |
| 05-28-15 | 05-15-12 | 0.7430% | 1108 | \$2,000,000.00 | \$45,735.78 | MM | MAT |
| 01-19-16 | 12-13-10 | 2.3202% | 1863 | \$1,000,000.00 | \$245,812.50 | AGENCY | \$ |
| 07-28-17 | 06-18-14 | 1.0714% | 1136 | \$500,000.00 | \$15,777.78 | AGENCY | \$ |
| 09-29-17 | 08-17-12 | 1.0600% | 1869 | \$500,000.00 | \$25,958.33 | AGENCY | \$ |
| 03-07-18 | 01-29-13 | 1.0300% | 1863 | \$1,000,000.00 | \$45,281.25 | AGENCY | \$ |
| 03-27-18 | 09-27-12 | 1.0140% | 2007 | \$1,000,000.00 | \$55,750.00 | AGENCY | \$ |
| 06-08-18 | 06-24-13 | 1.6063% | 1810 | \$100,000.00 | \$6,284.72 | AGENCY | \$ |
| 03-08-19 | 05-07-13 | 1.0723% | 2131 | \$500,000.00 | \$44,395.83 | AGENCY | \$ |
| 09-12-19 | 09-25-13 | 2.1000% | 2178 | \$500,000.00 | \$76,532.50 | AGENCY | \$ |
| 10-09-19 | 12-03-13 | 2.0001% | 2136 | \$500,000.00 | \$59,333.33 | AGENCY | \$ |
| TOTAL | | | | 1.2982% 1,742 | \$14,100,000.00 | \$1,050,713.13 | |

GRAND TOTAL 1.2301% 1,504 \$42,750,000.00 \$3,139,442.53

This report can be viewed
on the District 64 website
www.d64.org on the
Financial Data-Current
link.

Approval of Policies from PRESS Issue 84, February 2014 and PRESS Issue 85, May 2014

| | | | |
|--|-----------------|----------|---|
| 1 st Reading August 11, 2014 | Policy 2:30 | Issue 84 | School Board – School District Elections |
| 1 st Reading August 11, 2014 | Policy 2:100 | Issue 84 | School Board – Board Member Conflict of Interest |
| 1 st Reading August 11, 2014 | Policy 2:110 | Issue 84 | School Board – Qualifications, Term, and Duties of Board Officers |
| 1 st Reading August 11, 2014 | Policy 4:30 | Issue 84 | Operational Services – Revenue and Investments |
| 1 st Reading August 11, 2014 | Policy 5:10 | Issue 84 | General Personnel – Equal Employment Opportunity and Minority Recruitment |
| 1 st Reading August 11, 2014 | Policy 5:30 | Issue 84 | General Personnel – Hiring Process and Criteria |
| 1 st Reading August 11, 2014 | Policy 5:35 | Issue 84 | General Personnel – Compliance with the Fair Labor Standards Act |
| 1 st Reading August 11, 2014 | Policy 5:190 | Issue 84 | General Personnel – Teacher Qualifications |
| 1 st Reading August 11, 2014 | Policy 5:240 | Issue 84 | General Personnel – Suspension |
| 1 st Reading August 11, 2014 | Policy 6:65 | Issue 84 | Instruction – Student Social and Emotional Development |
| 1 st Reading August 11, 2014 | Policy 6:160 | Issue 84 | Instruction – English Language Learners |
| 1 st Reading August 11, 2014 | Policy 7:70 | Issue 84 | Students – Attendance and Truancy |
| 1 st Reading August 11, 2014 | Policy 7:140 | Issue 84 | Students – Search and Seizure |
| 1 st Reading August 11, 2014 | Policy 7:180 | Issue 84 | Students – Preventing Bullying, Intimidation, and Harassment |
| 1 st Reading August 11, 2014 | Policy 8:95 | Issue 84 | Community Relations – Parental Involvement |
| 1 st Reading August 11, 2014 | Policy 4:100 | Issue 85 | Operational Services – Insurance Management |
| 1 st Reading August 11, 2014 | Policy 4:160 | Issue 85 | Operational Services – Environmental Quality of Buildings and Grounds |
| 1 st Reading August 11, 2014 | Policy 4:170 | Issue 85 | Operational Services – Safety |
| 1 st Reading August 11, 2014 | Policy 4:175 | Issue 85 | Operational Services – Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications |
| 1 st Reading August 11, 2014 | Policy 5:280 | Issue 85 | Educational Support Personnel – Duties and Qualifications |
| 1 st Reading August 11, 2014 | Policy 6:150 | Issue 85 | Instruction – Home and Hospital Instruction (Currently under review.) |
| 1 st Reading August 11, 2014 | Policy 7:250 | Issue 85 | Students – Student Support Services |

**A RESOLUTION #1125 RECOMMENDING THE BOARD ADOPT A COPY
FEE SCHEDULE FOR FOIA REQUESTS**

In compliance with Board Policy 2:250 and Administrative Procedure 2:250-AP 1, the Freedom of Information Officers are directed to recommend a copying fee schedule to the Board from time-to-time as it applies to FOIA requests pursuant to 5 ILCS 140/6.

1. The copying fee, except when it is fixed by statute, must be reasonably calculated to reimburse the District's actual cost for reproducing and certifying public records and for the use, by any person, of its equipment to copy records. The costs of any search for and review of the records or other personnel costs associated with reproducing the records are not included in the fee calculation.
2. Statutory fees applicable to copies of public records when furnished in a paper format are not applicable to those records when furnished in an electronic format, unless the records must be scanned in which case the District may consider any requested waiver or reduction in fee.
3. No copying fees shall be charged for the first 50 pages of black and white, letter or legal sized copies furnished to a requester.
4. The fee for black and white, letter or legal sized copies shall not exceed 15 cents per page.
5. If the District provides copies in color or in a size other than letter or legal, the fee may not be more than its actual cost for reproducing the records.

Therefore, the recommended schedule of fees is .10¢ per copy for black and white and .15¢ per copy for color pages. This amount has not changed from previous fees. This schedule will remain in effect until updated.

Approved and adopted this 25th day of August, 2014.

AYES:

NAYS:

ABSENT:

Approval of Minutes

ACTION ITEM 14-08-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Special Board Meeting on August 11, 2014, Regular Board Meeting on July 14, 2014 and Committee of the Whole: Finance & Technology on July 14, 2014.

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 Special Board of Education Meeting held at 6:30 p.m.

August 11, 2014

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

Board President Anthony Borrelli called the meeting to order at 7:00 p.m. Other Board members in attendance were Dan Collins, Dathan Paterno, Scott Zimmerman, Vicki Lee and John Heyde. Board member Bob Johnson was not in attendance. Also present were Superintendent Laurie Heinz, Assistant Superintendents Lori Hinton Lopez and Joel T. Martin, Director of Special Education/Pupil Services Jane Boyd, Director of Innovation & Instructional Technology Mary Jane Warden, Chief School Business Official Becky Allard, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm, and eight members of the public.

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

PUBLIC COMMENTS

Board President Borrelli invited comments from the public on items not on the agenda; none were received.

Public
Comments

**SUPERINTENDENT ANNOUNCEMENT OF CARPENTER/FRANKLIN
ASSISTANT PRINCIPAL**

Dr. Heinz introduced Emily Lech, who is being presented for Board approval on the Consent Agenda as Assistant Principal to serve both Carpenter and Franklin schools. She described the selection process, and noted that Ms. Lech has both the skill set and temperament to assume the challenges of the joint appointment. The Board welcomed Ms. Lech to District 64.

Superintendent
Announcement of
Carpenter/Franklin
Assistant Principal

PRESENTATION AND DISCUSSION ON MAP DATA

Dr. Heinz introduced Dr. Phil Collins, Superintendent of Morton Grove School District 70, to share additional information and background about the Measures of Academic Progress (MAP) testing provided through the Northwest Education Association (NWEA). Dr. Heinz noted that Dr. Collins is known for his deep knowledge of MAP, and can be helpful to District 64 in continuing to expand and enrich the Board's knowledge about MAP student achievement data. She also noted that Assistant Superintendent for Student Learning Lori Hinton Lopez would provide additional perspectives on how District 64 would measure the impact of the educational program on reading and math achievement, and how District 64 would better communicate the impact of its educational programs with all stakeholders.

Presentation and
Discussion on
MAP Data

Dr. Collins described his past experience in working with MAP data during his lengthy career, and invited the Board for questions to guide his presentation. He then provided extensive background and commentary on MAP, noting the following: the unit of measurement is an equal interval scale, called a Rausch Unit (RIT), which is independent of a student's grade level; it is a computerized, adaptive test that is attractive for high achieving districts as it allows teachers to see what students are capable of achieving rather than being limited by a static assessment; NWEA provides national norms to provide comparative information utilizing over 3 million students; and it allows comparisons of both "status" relative to other students in grade level and across the country, as well as "growth" to allow districts to view progress over time. He noted that most districts look at both fall and spring data to see the impact on student performance over that period. Dr. Collins talked further about typical growth for students and growth targets. He noted that setting achievement expectations as a district is an iterative process, and may be different for different subjects and by grade level. The expectations need to reflect where a district wants achievement to be in terms of performance itself ("status") as well as growth; he pointed out that in his previous district, the goal originally was high performance and typical growth but had evolved to high performance and high growth. He noted that districts must be careful in not setting expectations that are unrealistic and that the discussion must be coupled with a clear understanding of the resources required to achieve that goal; he called the decision-making "informed subjectivity."

Dr. Collins fielded further questions from Board members, and provided additional insights into: things that can impact assessment data or cause variability in the data and built-in checks for identifying these concerns; the time frame that might typically be selected to achieve the goals set on a district-wide basis or to monitor performance on a rolling basis; whether to include data from assessments prior to the shift to Common Core-aligned versions; how data can be obtained and used for comparison with other high-achieving districts; and the need to use comparisons based on criteria that are perceived to be significant in offering a good "match". Board members continued to discuss how the goal-setting process could be accomplished to ensure that students are growing and that District 64 is maintaining its standing among comparable districts. Dr. Collins also noted that assessment data is only one piece in identifying whether District 64 is performing as it should be.

Turning to the proposed District 64 goals, Dr. Lopez pointed out that District 64 had developed its unique Educational Ends about 12 years ago to grapple with this question of how to track success across all areas of student learning. She recommended that the District look at monitoring performance through both a "status" dashboard for reading and math by grade level, as well as a "growth" dashboard in those subjects. She stated that targets would be identified consultatively through grade level performance problem-solving meetings with principals and grade level teams. She reviewed each dashboard in turn. During further Board member discussion and questioning, Dr. Lopez noted that District 64 would be setting growth targets for the first time by grade level; in the past, the District had not looked at setting the targets for each grade. She noted that one of the

District's goals was to develop the capacity to help principals and teachers use the data to change instruction, another area that the District has not invested in heavily in the past. She pointed out that the District would be having conversations on a grade-level basis across the District to share the best ideas and best instructional practices, and not limiting that discussion to within one school.

Dr. Hinton noted that the District for the first time also would be sharing the results of the fall MAP testing with the Board and community; these baseline results were not provided routinely in the past. She reviewed a variety of steps being taken to build the District's capacity to improve student performance through the use of high impact instructional strategies, and to use data to guide instruction including the use of instructional groups and planning based on student growth data. She will report to the Board again this fall.

PUBLIC COMMENTS

Public Comments

Board President Borrelli invited further public comment on items not on the Board agenda. Comments were received as follows:

- Cory Hance, a Niles resident, urged the Board to ask the Village of Niles to reconsider its decision to allow a special use permit for a gun store/firing range on Howard Street in Niles due to safety concerns for students.
- Denyse Stoneback, a member of People for a Safer Society, also urged the Board to publicly address this matter.
- Jenny Lee, a Niles resident and educator, asked the Board to take a clear and official stand on this matter.

Dr. Heinz stated the Board would plan to discuss this matter at an upcoming meeting.

FIRST READING FROM PRESS POLICY ISSUE 84, FEBRUARY 2014 AND ISSUE 85, MAY 2014

First Reading from
PRESS Policy Issue 84,
February 2014 and Issue
85, May 2014

Dr. Heinz noted that a total of 22 policies were being brought for First Reading. Board members Heyde and Paterno stated that as the Board policy liaisons they had reviewed them, and there were no significant changes. In response to Board member discussion about social networking password language being added to Policy 7:140, Dr. Heinz will provide further background for the Board on the legal basis for the PRESS recommendation.

BOARD OF EDUCATION JULY 11-12 STUDY SESSION SUMMARY

Board of Education
July 11-12 Study
Session Summary

Dr. Heinz provided a written overview of the two-day study session, and highlighted key items. She pointed out that the timing of the proposed Consortium for Educational Change (CEC) system assessment study might be shifted from fall to early February 2015 due to CEC's difficulty in fielding a large, quality team for District 64 at late notice. She will also meet with a possible Strategic Plan consultant Bob Wye in September to determine how the CEC report would be a prelude to development of a new

plan and the timeline for that work. Dr. Heinz will prepare a timetable of the process for the CEC study and the strategic plan immediately following her meeting with Mr. Wye.

Dr. Heinz then reported that the one-year roadmap of the District's six strategic objectives discussed with the Board at the study session had also been shared with administrators; the updated version will now guide the work of administration and staff for 2014-15. The Board then discussed how the roadmap would be used as part of her Superintendent Evaluation; the Board agreed to meet on Thursday, September 18 to focus on this topic along with Illinois Association of School Boards (IASB) representative Barb Toney, who had facilitated the Board's initial discussion during the July 12 study session. In addition, the Board agreed to meet on Monday, September 29 to complete a legal boot camp for boards, which had been carried over from the study session due to time constraints.

TECHNOLOGY UPDATE

Technology
Update

Technology Director Warden reviewed her written report, and highlighted the activities surrounding the preparation and rollout of more than 3,000 Chromebook devices into District 64 as well as other new technology equipment. She noted that ChromeExplore64 events had been scheduled for both middle schools to facilitate pick-up by parents and students of their personal devices. She also highlighted the professional development conducted by the District's Instructional Technology Coaches to ready teachers for the 1:1 learning environment. Ms. Warden reported that the department would be producing a 1:1 learning student-parent handbook to communicate policies, expectations and protocols in the new learning ecosystem. She also announced that a year-long series of parent universities was planned to enhance skills. Ms. Warden thanked the Board for its support and pointed out that the District is making steady progress through a period of significant change. Ms. Warden then answered Board member questions about the fee payment toward the device upkeep, which is mandatory for grades 6-8 and optional but encouraged for grades 3-5; the flow of devices needing repair at each building and how repairs will be handled either in-house or via Maine South High School; and the expectations for students as digital citizens regarding recharging their Chromebook learning tool each night at home.

CONSENT AGENDA

Consent
Agenda

In response to Board member questions, Facility Management Director Mackall provided details about the roofing repair change orders at several schools.

A. PERSONNEL REPORT

| | |
|-----------------|--|
| Maribeth Aimers | Employ as 10-month School Secretary at Carpenter School effective August 12, 2014 - \$18.65. |
|-----------------|--|

Special Board of Education Meeting Minutes
August 11, 2014

| | |
|---------------------|---|
| Katerina Baranovska | Employ as Kindergarten Teacher at Jefferson School effective August 25, 2014 – \$54,783.00. |
| Jessica Gonzalez | Employ as Social Studies Teacher at Emerson School effective August 25, 2014 – \$54,783.00. |
| Patricia Kinsman | Employ as Interim Assistant Principal at Field School August 12 – October 11, 2014 - \$350.00 per day. |
| Emily Lech | Employ as Assistant Principal (220 days - \$80,000.00) for Carpenter/Franklin Schools beginning August 12, 2014, (214 days) pro-rated \$77,818.18. |
| Stacy Shub | Employ as School Technologist at Roosevelt School effective August 4, 2014 – \$32,640.51. |
| Amanda Vanderwaal | Employ as 10-Month School Psychologist Intern at Roosevelt School effective August 25, 2014 – \$13,333.33. |
| Mary Satchwell | Change in Assignment from (.50) Psychologist at Jefferson School to (.60) Psychologist at Jefferson School effective August 25, 2014 - \$49,925.40. |
| Diane Kucharski | Change in Assignment from full-time TPI Teacher at Washington School to .80 TPI Teacher at Washington School and .20 Curriculum Specialist effective August 25, 2014. |
| Katie Rohn | Change in Assignment from Special Education Teacher at Emerson School to 4th Grade Teacher at Washington School effective August 25, 2014. |
| Brandi Medal | Rehire as (.90) Science-Health Teacher at Emerson School effective August 25, 2014 - \$44,465.00. |
| Debbie Graziano | Change in Assignment from 2nd Grade Teacher at Carpenter School to C of C Teacher at Roosevelt and Washington Schools effective August 25, 2014. |
| Monica Bridges | Resign as 10-month Secretary at Carpenter School effective July 14, 2014. |
| Roxann Giovannini | Resign as Lunch Program Head Supervisor at Washington School effective July 16, 2014. |
| Michael Johnson | Resign as Technology Coach Teacher at Field School effective July 23, 2014. |

Special Board of Education Meeting Minutes
August 11, 2014

| | |
|---------------|--|
| Jennifer Myer | Resign as Special Needs Assistant at Carpenter School effective July 30, 2014. |
| Martha Rode | Resign as Special Education Facilitator at Jefferson School effective July 16, 2014. |
| Brad Perry | Employ as Summer Technologist Help effective 6/21/14 - Jefferson School. |

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

B. BILLS – July 28, 2014

Bills

| | |
|--|---------------|
| 10 - Education Fund----- | \$ 955,415.04 |
| 20 - Operations and Maintenance Fund ----- | 94,280.92 |
| 30 - Debt Services----- | 200.00 |
| 40 - Transportation Fund ----- | 8,787.00 |
| 50 - Retirement (IMRF/SS/MEDICARE)----- | - |
| 60 - Capital Projects ----- | 25,858.15 |
| 80 - Tort Immunity Fund ----- | 4,686.65 |
| 90 - Fire Prevention and Safety Fund ----- | - |

Checks Numbered: 118171 - 118296 Total: \$1,089,227.76

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

C. BILLS, PAYROLL, AND BENEFITS – August 11, 2014

Bills

| | |
|--|---------------|
| 10 - Education Fund----- | \$ 705,964.05 |
| 20 - Operations and Maintenance Fund ----- | 103,799.57 |
| 30 - Debt Services----- | - |
| 40 - Transportation Fund ----- | 9,505.00 |
| 50 - Retirement (IMRF/SS/MEDICARE)----- | - |
| 60 - Capital Projects ----- | 106,631.28 |
| 80 - Tort Immunity Fund ----- | 3,750.00 |
| 90 - Fire Prevention and Safety Fund ----- | - |

Checks Numbered: 118324 - 118422 Total: \$ 929,649.90

Payroll and Benefits for Month of July 2014

| | |
|--|--------------|
| 10 - Education Fund ----- | \$777,746.41 |
| 20 - Operations and Maintenance Fund ----- | 353,572.37 |
| 40 - Transportation Fund ----- | - |
| 50 - IMRF/FICA Fund ----- | 70,168.73 |
| 80 - Tort Immunity ----- | - |

Checks Numbered: 10650 – 10682

Direct Deposit: 900059705 - 900060287

Total: \$1,201,487.51

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

D. INTERGOVERNMENTAL AGREEMENT BETWEEN THE GOVERNING BOARD OF NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION 807 AND THE BOARD OF EDUCATION OF PARK RIDGE-NILES COMMUNITY SCHOOL DISTRICT 64 FOR THE PROVISION OF CERTAIN SPECIAL EDUCATION SERVICES

E. APPROVAL OF ROOFING CHANGE ORDERS

F. ACCEPTANCE OF DONATIONS

ACTION ITEM 14-08-1

Action Item
14-08-1

It was moved by Board member Paterno and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the Consent Agenda of August 11, 2014, which includes the Personnel Report; Bills July 28, 2014; Bills, Payroll, and Benefits August 11, 2014; Intergovernmental Agreement Between the Governing Board of Niles Township District for Special Education 807 and the Board of Education of Park Ridge-Niles Community School District 64 for the Provision of Certain Special Education Services; Approval of Roofing Change Orders; and Acceptance of Donations.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Johnson

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 14-08-2

Action Item
14-08-2

It was moved by Board member Collins and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the minutes from the Closed Session Meetings on July 12 and July 7, 2014 and Special Board Meetings on July 11 and July 7, 2014.

The votes were cast as follows:

AYES: Heyde, Lee, Borrelli, Paterno, Collins

NAYS: None.

PRESENT: Zimmerman

ABSENT: Johnson

The motion carried.

BOARD MEMBER LIAISON REPORT

Board Member
Liaison Report

Dr. Heinz reported on the recent Elementary Learning Foundation meeting, which focused on planning for the annual Casino Night fund-raiser in January and other activities for the year ahead. She noted that ELF would be providing coffee and a small "to go" treat for staff attending the opening of school Institute Day.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Heinz noted the upcoming meeting agenda and a FOIA request. She reported that the Park Ridge Police investigation was continuing on an accident that occurred with a student traveling by bicycle to the Worlds of Wonder summer program at the intersection of Touhy and Western avenues; fortunately the student was unhurt. Pending the outcome, Dr. Heinz said there might be recommendations for the summer 2015 program concerning travel to and from school. Dr. Heinz also pointed out the recertification received from IASB and information on the Triple I Conference. Facility Management Director Mackall reviewed the update on the summer construction projects, including the extensive HVAC work nearing completion at Field School. He also responded to Board member questions noting that the Farnsworth group would be working at Field on its testing of the current installation; he also

reviewed the timeline for its analysis of the Carpenter HVAC installation from 2014 and discussed the options for moving quickly to correct identified problems at Carpenter.

Turning to security, Mr. Mackall reported on two recent incidents at Field and Washington schools. In both instances, he reported the District's security systems had operated as planned. He noted that the District's new exterior camera system had videotaped the activities of vandals on the Washington School roof, and that the District had been able to provide a copy of the recording to the Park Ridge Police for its investigation. Dr. Heinz said she would encourage further communication about the District's new expanded security features with the safety groups meeting tomorrow, among other groups.

Dr. Heinz noted the District had completed the annual mailing of the Student-Parent Handbook to almost 2,900 families last week, which kicks off the back-to-school season. In response to Board member questions, Ms. Allard reaffirmed that the next update of the Board Operating Plan would be completed for consideration with the final budget draft as scheduled in September; she confirmed that she had received suggested edits from Board member Collins and invited other Board members to submit any they might have.

ADJOURNMENT

Adjournment

At 10:43 p.m., it was moved by Board member Heyde and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

President

Secretary

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**

Minutes of the Regular Meeting held at 7:30 p.m.

July 14, 2014

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

Board President Anthony Borrelli called the meeting to order at 6:39 p.m. Other Board members present were Vicki Lee, Dan Collins, Dathan Paterno, John Heyde and Bob Johnson. Board member Scott Zimmerman was not in attendance. Also present were Superintendent Laurie Heinz, Assistant Superintendent Lori Hinton Lopez, Chief School Business Official Becky Allard, Director of Special Education/Pupil Services Jane Boyd, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm and approximately 10 members of the public.

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

The Board convened a Committee-of-the-Whole: Finance and Technology meeting at 6:41 p.m.

The Board adjourned from the Committee of the Whole: Finance and Technology meeting at 7:48 p.m. and following a short recess, resumed as a Regular Board meeting at 7:58 p.m.

In addition to those present mentioned earlier, approximately 18 members of the public were in attendance.

PUBLIC COMMENTS

Public
Comments

Board President Borrelli invited public comments for items not on the agenda; none were received.

The Board agreed by consensus to move forward on the agenda its consideration of the recommendation on 1:1 learning.

**APPROVAL OF UPDATED RECOMMENDATION ON 1:1
INITIATIVE**

Approval of Updated
Recommendation on 1:1
Initiative

Director of Innovation & Instructional Technology Mary Jane Warden summarized the discussion from the Committee-of-the-Whole meeting. She stated that the recommendation now is for District 64 to invest further into student learning by utilizing its available funds to cover the entire grades 3-8 Chromebook initiative as well as the improved ratio of iPads in grades K-3, prompted by

the issue of ownership vs. management and the type of learning ecosystem the District seeks to create for students.

Board President Borrelli inquired whether parents would be required to pay for insurance; Ms. Warden affirmed that parents in grades 6-8 would be required to do so. In response to further questions, Chief School Business Official Allard also discussed how the required, upfront insurance payment from parents was envisioned to be utilized, and the use of an additional per claim fee. Ms. Warden further addressed that part of becoming a digital citizen for students would be becoming responsible for the care of the learning resources and tools that lead to their learning. Board President Borrelli also inquired whether the electricity usage of the District this year could be compared with prior years to determine if the additional devices would have any impact. Ms. Warden and Ms. Allard responded to further questions about how the required payment for the insurance would be handled and the per incident fee. The consensus was to allow the District to create a fund for device upkeep utilizing a required payment from grades 6-8 families, and allow administration to determine the details of the per incident fee for breakage or damage.

ACTION ITEM 14-07-5

Action Item
14-07-5

It was moved by Board member Heyde and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, assume responsibility for funding the previously approved 1:1 initiative, including the parent-paid portion for grades 6-8 students, provided that grade 6-8 families either would be required to purchase the insurance for the device or pay a fee to the District to cover the insurance.

Board President Borrelli then invited public comment, which was received as follows:

- Kevin Martin commented on insurance and the District assuming control of the Chromebooks through its direct purchase.
- Nancy Manolis commented on the Chromebooks being brought to and from school.
- Lisa Brown also commented on insurance, and on determining if damage or loss occurs in school or elsewhere.
- Jean Lemke commented on students being able to access their Google docs from home.

Ms. Warden and Ms. Allard responded to further Board member questions regarding the District's overall insurance coverage for the Chromebooks and other technology devices.

Board President Borrelli then recognized further public comment as follows:

- Nancy Swanson commented on students utilizing the same Chromebook throughout the school day.
- James Dombro commented on the Chromebook's ability to access applications from the cloud.

Board members then further discussed the District assuming the total responsibility for the 1:1 learning initiative that is shared by all taxpayers, rather than the cost-sharing agreement originally reached in the spring that would shift the burden partially to current

families in grades 6-8 and away from all taxpayers. Board members noted the more favorable financial performance recorded during 2013-14 than originally projected, and the continuing concern about the level of annual student fees paid by parents, although some relief had been provided by the elimination of the elementary lunch supervision fee in recent years.

The votes were cast as follows:

AYES: Paterno, Borrelli, Lee, Heyde, Johnson

NAYS: Collins

PRESENT: None

ABSENT: Zimmerman

The motion carried.

**BOARD ADOPTS TENTATIVE BUDGET FOR 2014-15 AND
ESTABLISHMENT OF PUBLIC HEARING DATE**

Board Adopts Tentative
Budget for 2014-15 and
Establishment of Public
Hearing Date

Board President Borrelli invited public comment on the budget; none was received.

The Board agreed by consensus to reflect the additional expenditure approved for technology in the tentative budget.

ACTION ITEM 14-07-3

Action Item
14-07-03

It was moved by Board member Heyde and seconded by Board member Paterno that the 2014-15 Tentative Budget be approved, subject to removing \$479,185 in revenue previously budgeted for middle school Chromebook fees, and further moved that the public hearing for the Final Budget for Community Consolidated School District 64 for the 2014-15 school year be held on Monday, September 8, 2014 at 7:15 p.m. at Jefferson School, 8200 Greendale, Niles, Illinois. The notice of the public hearing shall be placed in a Park Ridge and Niles newspaper.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Zimmerman

The motion carried.

**ADOPTION OF RESOLUTION #1124 REGARDING THE
SCHOOL DISTRICT TO PAY CERTAIN INVOICES PRIOR TO
BOARD APPROVAL OF THE AUGUST 11, 2014 BOARD OF
EDUCATION MEETING**

Adoption of Resolution
#1124 Regarding the
School District to pay
Certain Invoices Prior to
Board Approval of the
August 11, 2014 Board of
Education Meeting

Board President Borrelli noted this is customarily done at this time of year due to the elapsed time between business meetings.

Ms. Allard responded to Board member questions.

ACTION ITEM 14-07-4

Action Item

It was moved by Board member Paterno and seconded by Board member Collins that the Board of Education of Community Consolidated School District #64, Park Ridge-Niles, Illinois, adopt Resolution #1124 regarding the School District to pay certain invoices prior to Board approval.

14-07-4

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Zimmerman

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

| | |
|-----------------|--|
| Jessica Caplis | Employ as Math Intervention Teacher at Emerson/Lincoln Schools effective August 25, 2014 - \$47,630.00. |
| Terese Conklin | Employ as 10-month School Secretary at Washington School effective August 11, 2014 - \$18.65. |
| Vasiliki Frake | Employ as Assistant Director of Special Education/Pupil Services at ESC effective August 4, 2014 - \$90,000.00. |
| Megan Preis | Employ as Technology Coach Teacher at Lincoln School effective August 25, 2014 - \$70,740.00. |
| Julie Vukmarkaj | Rehire as TPI Teacher at Field School effective August 25, 2014 - \$51,190.00. |
| Allison Blum | Change in Position from 10-month Building Technologist to 12-month District Technologist effective July 1, 2014 - \$53,000.00. |
| Gini Burns | Change in Assignment from Social Studies Teacher at Emerson to TPI Traveling Teacher effective August 25, 2014. |

| | |
|-------------------|--|
| Meghan Philippsen | Change in Assignment from 2nd Grade Teacher at Carpenter School to Literacy Teacher at Field School effective August 25, 2014. |
| Caira Barbanente | Resign as Assistant at Washington School effective June 13, 2014. |
| Keith Shrake | Resign as Part-time Substitute Custodian effective June 13, 2014. |

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

B. BILLS and PAYROLL

Bills

| | |
|--|----------------|
| 10 – Education Fund ----- | \$1,553,081.68 |
| 20 – Operations and Maintenance Fund ----- | 152,549.93 |
| 30 – Debt Services ----- | - |
| 40 – Transportation Fund ----- | 34,860.91 |
| 50 – Retirement (IMRF/SS/Medicare)----- | 45,612.63 |
| 60 – Capital Projects ----- | 811,739.04 |
| 80 – Tort Immunity Fund ----- | 638,825.48 |
| 90 – Fire Prevention and Safety Fund ----- | - |

Checks Numbered: 117983-118149

Total: \$3,236,669.67

Payroll and Benefits for Month of June, 2012

| | |
|--|----------------|
| 10 - Education Fund ----- | \$9,953,000.94 |
| 20 - Operations and Maintenance Fund ----- | 234,161.83 |
| 40 - Transportation Fund ----- | - |
| 50 - IMRF/FICA Fund ----- | 151,050.40 |
| 80 - Tort Immunity Fund----- | - |

Checks Numbered: 10404 – 10649

Direct Deposit: 900055843 - 900059704

Total \$10,338,213.17

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, 2014

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

D. APPROVAL OF STUDENT-PARENT HANDBOOK 2014-15

E. APPROVAL OF BID FOR ROOFING REPAIRS

F. APPROVAL OF BID FOR CONCRETE REPLACEMENT

G. APPROVAL OF BID FOR FLOORING REPLACEMENT

H. APPROVAL OF HAZARDOUS CROSSINGS

I. APPROVAL OF SECURLY, INC. QUOTE

J. APPOINTMENT OF HEARING OFFICER

K. RELEASE OF COSED MINUTES

L. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 14-07-6

Action Item
14-07-6

It was moved by Board member Paterno and seconded by Board member Heyde that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of July 14, 2014, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Financial Update for the Period Ending June 30, 2014; Approval of Student-Parent Handbook 2014-15; Approval of Bid for Roofing Repairs; Approval of Bid for Concrete Replacement; Approval of Bid for Flooring Replacement; Approval of Hazardous Crossings; Approval of Securly, Inc. Quote; Appointment of Hearing Officer; Release of Closed Minutes; and Destruction of Audio Closed Minutes (none).

Ms. Allard and Mr. Mackall responded to Board member questions concerning the hazardous crossing designation that would impact Emerson Middle School routes and the potential financial impact on the District's regular transportation costs. Mr. Mackall responded to Board member questions about the flooring and roofing repair projects. Dr. Heinz responded to Board member questions about gathering information concerning District 64's ratio of administrators to students from other districts.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Zimmerman.

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 14-07-7

It was moved by Board member Collins and seconded by Board member Heyde that the Board of Education of Community Consolidated School District 64 approve the minutes from the Special Board Meeting on June 30, 2014, Regular Board Meeting on June 23, 2014 and Closed Session Minutes on June 23, 2014.

Action Item
14-07-7

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Zimmerman

The motion carried.

BOARD MEMBER LIAISON REPORT

Board Member
Liaison Report

Dr. Heinz reported that there was nothing to report as most committees are on summer break. Board members briefly discussed committee assignments in light of Board member Johnson's joining the Board.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Board President Borrelli noted that the Board would be considering further discussion of the use of committees and other items left from the Board study session on July 11-12 with an IASB representative; he will work with Dr. Heinz on upcoming agendas.

Dr. Heinz reviewed: upcoming agendas for August; a recent FOIA request and related copying fee recommendation; update on summer projects and security, including the new visitor management system; Field School honeybee relocation; progress on the Carpenter report from the Farnsworth group and expected timeline for the report to be delivered to administration and the Board; and upcoming repair projects at other schools. Dr. Heinz responded to a Board member question regarding individual school mission statements.

ADJOURNMENT

Adjournment

At 9:17 p.m., it was moved by Board member Paterno and seconded by Board member Lee to adjourn, which was approved by voice vote.

Regular Board Meeting Minutes
July 14, 2014

Dr. Heinz introduced Vasiliki Frake, the District's new Assistant Director for Special Education/Pupil Services, to the Board.

President

Secretary

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**

Minutes of the Committee-of-the-Whole: Finance & Technology
held at 6:30 p.m. on July 14, 2014
Jefferson School – Multipurpose Room
8200 Greendale Avenue, Niles, IL 60714

Board President Anthony Borrelli called the meeting to order at 6:41 p.m. Other Board members present were Vicki Lee, Dan Collins, Dathan Paterno, John Heyde and Bob Johnson. Board member Scott Zimmerman was not in attendance. Also present were Superintendent Laurie Heinz, Assistant Superintendent Lori Hinton Lopez, Chief School Business Official Becky Allard, Director of Special Education/Pupil Services Jane Boyd, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm and approximately 10 members of the public.

Board President Borrelli stated the purpose of the meeting was to receive an update on the 2014-15 tentative budget draft #2 and an updated recommendation on the District's 1:1 initiative.

■ **2014-15 Tentative Budget Draft #2**

Chief School Business Official Allard noted the most significant revision for draft #2 is that it now includes comparisons against 2014 actual performance instead of 2014 budgeted amounts. She then reviewed the additional changes made to the budget since the presentation of draft #1 on May 5. She reviewed which operating revenues have changed, and which expenditures had been updated as new information became available. She also pointed out the information that is still unknown. For revenues, this includes the 2014 tax extension, as well as state and federal revenues, and for expenditures, the actual salaries of the staff members who will be hired prior to the start of school. She pointed out that if the double entries caused by capital projects and bond sales are not considered, the increase in the operating fund expenditure budget would be 4.6% and that operating fund revenues would decrease by 2.1%. Turning to the operating fund balance, Ms. Allard reported that when capital projects are not considered, the approximately \$70.3 million in revenues and \$68.7 million in expenditures in the operating funds are expected to produce a surplus of almost \$1.7 million for the 2014-15 year. The operating fund balance would be expected to grow to \$49.5 million at the close of the fiscal year on June 30, 2015, again when capital projects are not considered.

Ms. Allard then reviewed revenues in more detail, noting that local property taxes generate 85% of District revenues. She explained each category of revenues in turn, pointing out changes that were made for draft #2. Moving to expenditures, Ms. Allard reported that salaries represent 64% of expenditures, while 13% is for benefits. She pointed out that when capital outlay is removed, salaries and benefits together account for 83.1% of the operating fund budget. The next largest expenditure categories are 9% for purchased services and 5% for supplies and materials. She then reviewed expenditures within the Education Fund, Operations & Maintenance Fund, and other individual funds, specifically pointing out the increases in expenditure categories between the 2014-15 budget and 2013-14 actual performance. Ms. Allard offered extensive detail regarding the salary area within the Education Fund. She also noted that the District's financial projections would be updated again in September when the legal budget is presented for final adoption.

Ms. Allard then responded to Board member questions on budget items related to security enhancements at the schools; transfer of the before and after school supervision program to the Park

District; and planned reduction in overtime in the Operations & Maintenance area compared to 2014's harsh winter. There was further discussion on how to provide a clear picture of expenditure growth from year to year by removing major capital projects and facility improvements from the comparison. Ms. Allard said she would provide additional information or respond to Board member questions at any time. The Board expressed appreciation for the increased information and transparency in financial reporting provided by the District that has become the new standard, compared to the much briefer materials provided 8 or more years ago.

■ **Technology Update – 1:1 Initiative**

Board President Borrelli introduced the District's new Director of Innovation & Instructional Technology, Mary Jane Warden. Ms. Warden pointed out that planning had continued to move forward rapidly since the Board's approval of the 1:1 learning initiative this spring. She noted that the shared funding approach as approved by the Board on April 28 would have the District provide Chromebooks for students in grades 3-5, while parents would purchase the devices for students in grade 6-8. Ms. Warden reiterated that since Chromebooks would be an integral and vital part of the District's learning ecosystem, it would be imperative to set appropriate controls to establish and maintain classroom and cultural expectations. She pointed out that for the grades 6-8 devices, which will be purchased by families, the District's need to manage these student-owned devices means that the settings must continually be in place to match the needs of the more restrictive school environment. She noted there is currently no system available to provide a way to have it managed by District 64 while at school and also accessible so that parents could directly use and manage it at home.

In addition to this management vs. ownership consideration, Ms. Warden also noted that the Board and District remain sensitive to the dual responsibility placed on middle school families to purchase a Chromebook in addition to paying the regular, annual student fees. Ms. Warden further pointed out that the District's financial performance for 2013-14 was stronger than anticipated and that the outlook for 2014-15 just reviewed this evening indicated the coming year was expected to conclude with a \$1.7 million surplus in the operating funds. Therefore, she stated that administration was now recommending that the District invest further in student learning by utilizing its available funds to cover the entire grades 3-8 Chromebook initiative along with improving the iPad ratios in grades K-2.

Ms. Warden then responded to Board member questions and continued discussion about the implications of the proposal, which would eliminate the requirement that grades 6-8 families purchase the device. Ms. Allard, Assistant Superintendent for Student Learning Lopez, and Dr. Heinz also provided additional clarification questions on various areas, including: whether a separate insurance fee would be charged, and for what grades; expectations for devices to be brought home with students daily, and for what grades; the District's greater than anticipated surplus in the 2013-14 fiscal year and impact of an additional technology expenditure on the long-term fund balance projections; the balance between the use of textbooks and printed materials in the curriculum vs. digital resources; how repairs would be handled; and the differences in expectations for control and management of District 64 and for high school students in District 207. Ms. Warden thanked the Board for its openness in considering this updated recommendation.

At 7:48 p.m., Board President Borrelli adjourned the Committee-of-the-Whole meeting and after a brief break, resumed the regular meeting.

President

Secretary

Board Member Liaison Report

- Elementary Learning Foundation
- Traffic Safety

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

**Board of Education Agenda
Monday, September 8, 2014
Special Board Meeting
Jefferson School – Multipurpose room
8200 Greendale Avenue
Niles, IL 60714**

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

Monday, September 8, 2014

TIME

APPENDIX

- | | | |
|-----------|--|--|
| 6:30 p.m. | Meeting of the Board Convenes <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board | |
| 6:30 p.m. | <ul style="list-style-type: none"> • Board Convenes to a Committee-of-the-Whole: Review Final Draft of 2014-15 Budget | |
| 7:15 p.m. | <ul style="list-style-type: none"> • Board Adjourns from Committee-of-the-Whole: Review Final Draft of 2014-15 Budget and Convenes to Public Hearing on the Budget | |
| 7:30 p.m. | <ul style="list-style-type: none"> • Board Adjourns from Public Hearing on the Budget and Resumes Special Board Meeting • Public Comments • Discussion on Committee and Meeting Structures -- IASB Representative • Update on 1:1 Rollout -- Director of Innovation Learning and Technology • Review of PEAC Process -- Superintendent • Master Facility Audit --Superintendent/Chief School Business Official/ Director of Facility Management • Consent Agenda | <p>A-1</p> <p>A-2</p> <p>A-3</p> <p>A-4</p> <p>Action Item 14-09-1 A-5</p> |

- Board President
 - Personnel Report
 - Bills

- **Board Member Liaison Report**

A-6

- Board of Education

- **Other Discussion and Items of Information**

A-7

- Upcoming Agenda
- Memorandum of Information
 - 2015 School Board Elections
- Minute of Board Committees (none)
- Other
 - Maine Township School Treasurer

- **Adjournment**

Next Meeting: **Monday, September 18, 2014**
7:00 p.m. – Special Board Meeting
Franklin School Gym
2401 Manor Lane 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.

MEMORANDUM OF INFORMATION**#001****2014-15**

TO: Board of Education Members
Superintendent Laurie Heinz

FROM: Bernadette Tramm, Public Information Coordinator

DATE: August 25, 2014

SUBJECT: Senior Tax Exchange Program Update

The District 64 Senior Tax Exchange Program began in 1997 with 11 seniors, and has grown to more than 50 participants. Residents age 55 and over who pay property taxes to District 64 may participate in the program, which utilizes the valuable knowledge and skills of seniors in our schools and offices. In return, seniors are paid the State of Illinois minimum hourly wage (currently \$8.25 per hour), and may earn in any school year up to the amount of property taxes paid annually to District 64.

Seniors currently have a wide range of assignments throughout District 64, providing students, teachers and staff with additional support. Among the activities are: working under the supervision of teachers to practice reading or math skills with students; acting as school greeters to direct visitors to the office for check-in; helping teachers in classrooms and encore areas such as music, art, and Industrial Technology; helping in the Learning Resource Centers; working with teachers to prepare materials for student projects; and, photocopying and completing other clerical tasks for teachers or staff.

From the outset, one of the participants has served as program coordinator, working closely with me as the District 64 liaison for the program. As we begin 2014-15, Mrs. Marcia Placzek will be our new coordinator. Mrs. Placzek is a long-time program member assisting in the kindergarten at Franklin School. Throughout the year, Mrs. Placzek will meet with prospective candidates to explain the program, review the documents in the enrollment packet, and determine his or her interests and scheduling availability. She then assists in matching them to opportunities around the District. We are delighted that Mrs. Placzek has agreed to add these responsibilities to her work with us.

Mrs. Placzek also participates in our annual "back-to-school" orientation program, which will be held on Wednesday, August 27. Our seniors are important ambassadors for District 64 in the Park Ridge-Niles community, and we always start the year by sharing up-to-date information with them and thanking them for their contributions to our schools. The program this year will feature an introduction and update from Superintendent Heinz, and an overview of our 1:1 learning initiative from Director of Innovation and Instructional Technology MJ Warden. We will have Chromebooks on hand for them to experience, too.

We look forward to another successful year of partnership with our seniors.

To: District 64 Board of Education

From: Dr. Lori Lopez, Assistant Superintendent for Student Learning
Mary Jane Warden, Director of Innovation and Instructional Technology

Date: August 25, 2014

Re: Department of Student Learning Focus Areas

As discussed with the Board, Dr. Heinz and the administrative team have outlined our roadmap for the year: *Strategic Objectives, Challenges, Key Goals, and Action Plans 2014-15*. Action plans related to two strategic objectives will define the work of the Department for Student Learning.

Strategic Objective I: Outstanding Student Achievement and Growth

2014-15 Action Plans

Assessment and Professional Development:

- Collaborate with NWEA consultant to review rigorous individual growth targets in reading and math. Adapt agreed upon targets for reading and math to reflect this new information.
- Work collaboratively to revise Educational Ends statements, targets and assessments (timeline and priority areas to be developed Fall 2014)
- Continue and expand use of high impact instructional strategies - formative assessment and Response to Intervention (timeline and priority strategies to be developed Fall 2014)

Strategic Objective II: 21st Century Learning for All Students

2014-15 Action Plans

Professional Development:

- Provide a comprehensive professional development program to support: 1) Instructional shifts required to successfully implement CCSS in math and reading, 2) High impact instructional strategies (formative assessment and Response to Intervention Model)

Curriculum Development/Implementation:

- Elementary Science Curriculum Review Committee reviews the Next Generation Science Standards (NGSS) and makes recommendations for future curricular changes (September 2014-March 2015)
- Support Middle School Science Team with aligning instruction to the NGSS through curriculum writing projects
- Year Two implementation of the K-8 core math resources

Technology Integration to Support Staff and Student Learning

- Develop a multi-year Technology Plan
- Implement the first stage of our 1:1 learning initiative; identify minimum technology expectations for use and communication
- Continue the collection of data to measure and support 1) staff integration of technology, and 2) the role of the Instructional Technology Coaches
- Establish a protocol for measuring system-wide implementation of instructional strategies

Reporting on Student Progress

- Convene new District Student Progress Communication Committee to begin researching opportunities for enhanced progress reporting

PARK RIDGE-NILES SCHOOL DISTRICT 64
TRAFFIC SAFETY COMMITTEE

Minutes of the meeting
held at 4:00 p.m. Tuesday, August 12, 2014
Roosevelt School, 1001 S. Fairview, Park Ridge, IL 60068

Attendees:

Dr. Laurie Heinz, Superintendent
Dan Collins, School Board member
Chief Frank Kaminski, Park Ridge Police
Deputy Chief Lou Jogmen, Park Ridge Police
Cmdr. Jason Leavitt, Park Ridge Police
Adm. Sgt. Bob Tornabene, Niles Police
Off. Tom Rechlicz, Park Ridge Police
Kathy Jozwiak, Park Ridge Crossing Guard Liaison
Mary Bart, Park District Beyond the Bell Program

Susan Walsh, Field School Principal
Leslye Lapping, Jefferson School Principal
Athanasia Albans, Roosevelt School Assistant Principal
Dan Walsh, Franklin School Principal
Emily Lech, Carpenter/Franklin Assistant Principal
Tim Benka, Emerson Middle School Assistant Principal
Tim Gleason, Lincoln Middle School Assistant Principal
Scott Mackall, Director of Facility Management
Bernadette Tramm, Public Information Coordinator

Dr. Heinz called the meeting to order at 4:08 p.m. and welcomed everyone to the 2014-15 school year.

Park Ridge Park District Beyond the Bell Program

Ms. Bart reported that about 480 students were registered thus far among the five elementary schools for the before/ after school program; registration has been slow but is picking up as the start of school moves closer. She reported on staff hiring and training; program supplies are being moved into the schools. She announced that Park District staff would wear blue/yellow shirt or lanyard with the program name. The morning program is staffed beginning at 6:30 a.m. to the start of school; the afternoon program is staffed from 2-6 p.m. She noted that specific locations had been designated at each school for drop off/pick up by car. In the morning, there is an A-frame sign placed at the drop off location from 7 a.m. to 8:30 a.m.; it is a "kiss 'n go" routine. The A-frame sign is removed at 8:30 a.m. The afternoon pickup requires parents to park and enter the building. Program cars will have a Park Ridge Park District Beyond the Bell sign on their dashboards. The designated locations are: Roosevelt - Door 13; Carpenter - Door 16 on Hamlin Ave.; Franklin - circular drive entrance on Manor Lane; Washington - Door 4 on Stewart Ave.; and Field - north gym on Wisner St. Phone calls from the program to police will indicate the Park Ridge Park District identifier; personal cell phones may also be used in emergencies. Mr. Mackall will contact Ms. Bart on the drop-off of students being transported from the Jefferson Extended Day Kindergarten afternoon session to attend Beyond the Bell at the elementary buildings.

City of Park Ridge Police

- Cmdr. Leavitt reported that:
 - Beat team leaders would be asked to stop by the schools and introduce themselves again to the principals.
 - The annual crossing guard training meeting will be held on August 13 at the City Council chambers.
 - Off. Rechlicz has replaced Off. Kappler as the traffic officer.
- Chief Kaminski noted that police would be actively reminding parents of traffic rules around schools, stressing cell phone use, during the first two weeks; thereafter, police would be ticketing. He also stated police would be pleased to attend the upcoming parent evenings to continue their support for schools and expand their presence in the community.

ACTION: Ms. Tramm is to work with police to insert a flier regarding cell phone use in the first school newsletters on August 28; she also will provide a list of upcoming parent nights to police.

- Chief Kaminski invited principals to let the department know if any students are deserving of special recognition for safety-related actions during the year; the department will arrange to present the child with an award.

Village of Niles Police

Adm. Sgt. Tornabene reported similar concerns with traffic enforcement and cell phone use around schools, and will also do a two-week window of education and reminders. He also reported:

- The process has been initiated to add "No Turn on Red" signs northbound on Prospect Avenue at Oakton Street.
- Police also will be looking into placing a stop sign southwest bound on Greendale in front of Jefferson.

School Reports

▪ **Franklin**

Principal Walsh reported he was working with his Beat Officer to produce a short video on the correct way to drop off students at Franklin, which will be shown to parents at the upcoming curriculum night.

▪ **Lincoln**

Assistant Principal Gleason reported that due to additional bus routes added this year, the school would like to have additional spaces along Crescent Ave. designated as no car parking to accommodate the buses instead.

ACTION: Mr. Mackall will coordinate to have the existing car striping removed and yellow no parking added to the curb area.

Chief Kaminski then asked whether the middle schools in particular could use his recent guest editorial regarding the youth unrest that occurred at one of the parks during the Taste of Park Ridge as a "teachable moment" with their children. Following discussion, Dr. Heinz suggested the District's administrative group could explore the idea of how to integrate this with the District's ongoing civil behavior program.

ACTION: District 64 will review after the school year has begun and respond to police.

▪ **Jefferson**

Principal Lapping reported that summer traffic with its day camp has been very smooth. She also reported that there was very little evidence of evening outdoor use of the facilities or vandalism this year. She invited police to attend the curriculum open house for parents and students on Thursday, August 28 in the afternoon, and especially to remind parents specifically about cell phone use around schools.

▪ **Carpenter**

Assistant Principal Lech delivered a letter to police from families requesting consideration of a crossing guard to be added at Dee Road and Cherry Street.

ACTION: Police will address the request for an additional guard.

▪ **Emerson**

Assistant Principal Benka reported that due to increased routes, the number of buses staging in the parking lot will almost double. This will cause increased congestion and require greater patience from drivers. The school will be reaching out to families to alert them to this change.

▪ **Roosevelt**

Assistant Principal Albans reported that several parents have requested that a crossing guard be added to the corner of Prospect Ave. and Talcott Rd. The designated walking route through this area was discussed.

ACTION: Police will review the request for an additional guard.

▪ **Field**

Principal Walsh noted that construction at the school was nearing completion, with teachers allowed to return to begin setting up on August 18. Resurfacing of the blacktop and parking lot areas was continuing. She reported that the school urges parents to create car pools to lessen the traffic in the area during drop off and pick up, but with limited success. She also noted that the reading garden and Elmore Street side of the school grounds remain a popular area for older youth to congregate during the evenings/on weekends.

ACTION: Following further discussion, it was determined that Beat Team leaders would work with all the principals to adjust the camera views from District 64's new system so that such areas can be seen. For Field, Mr. Mackall also may try to trim bushes and improve the lighting of the specific areas noted.

Successes/Concerns

Board member Collins reported that double-parking at Roosevelt School is a concern along Prospect Ave.; police assistance in monitoring this would be helpful.

Next Meeting

The next meeting will be held on Tuesday, October 28 at Lincoln Middle School (Learning Resource Center), 200 S. Lincoln, at 4 p.m.

Dr. Heinz noted that going forward, agendas and minutes would be shared via a Google Docs format.

The meeting was adjourned at 3:45 p.m.

Minutes submitted by Bernadette Tramm