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

Board of Education Agenda
Monday, October 24, 2016
Regular Board Meeting
Lincoln Middle School – Gym
200 S. Lincoln Avenue
Park Ridge, IL 60068

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.

TIME

APPENDIX

- 6:00 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 6:00 p.m. **• Board Recesses from Regular Board Meeting and Adjourns to Closed Session**
-- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2(c)(1)] and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2 (c)(2)].
- 6:45 p.m. **• Board Adjourns from Closed Session and Adjourns to Committee-of-the-Whole: 21st Century/Future Ready Learning Classrooms**
- 7:30 p.m. **• Board Adjourns from Committee-of-the-Whole: 21st Century/Future Ready Learning Classrooms and Resumes Regular Board Meeting**
- Moved from
7:00 p.m. start
time
- **Pledge of Allegiance and Welcome**
 - **Public Comments**
 - **Fall 2016 Technology Update** A-1
-- Director of Innovation and Instructional Technology
 - **Continued Discussion and Recommendation of Reorganization of School Health Services for 2017-18 School Year** A-2
-- Director of Student Services/Assistant Superintendent for Human Resources

- **Phase 2 Follow-up Discussion on COW: Facility from October 11, 2016 and Review of Ten-Year Health Life Safety Survey** A-3
 -- Chief School Business Official/Director of Facility Management

- **Discussion of Administrative Costs Cap Waiver Public Hearing** A-4
 -- Chief School Business Official

- **Consent Agenda** Action Item 16-10-1 A-5
 -- Board President
 - Personnel Report
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending September 30, 2016
 - Destruction Audio Closed Minutes

- **Approval of Minutes** Action Item 16-10-2 A-6
 -- Board President
 - Closed Session Meeting -----October 11, 2016
 - Regular Board Meeting -----September 26, 2016
 - Closed Session Meeting -----September 26, 2016
 - Committee-of-the-Whole -----September 12, 2016
 - Special Board Meeting -----September 12, 2016

- **Other Discussion and Items of Information** A-7
 -- Superintendent
 - Upcoming Agenda
 - Freedom of Information Act Requests (FOIA)
 - District Committee Update (Elementary Learning Foundation)
 - Memorandum of Information
 - Follow-up on Collection of Student Fees
 - Minutes of Board Committee (none)
 - Other
 - Principal Appreciation
 - Association of Middle Level Education (AMLE)

- **Adjournment**

Next Regular Meeting:

Monday, November 14, 2016
 Public Hearing – 6:45 p.m.
 Regular Board Meeting – 7:00 p.m.
Field Elementary School – South Gym
 707 N. Wisner 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.

Upcoming Meetings and Topics
As of October 20, 2016

November 14, 2016 – Field Elementary School – South Gym

Public Hearing – 6:45 p.m.

Regular Board Meeting – 7:00 p.m.

- Board Member Appreciation/Recognition Day
- Recognition of Field School Alumnae Hillary Rodham Clinton
- Architect of Record 2017-18 and Beyond
- Discussion of Proposed 2016 Levy and Financial Projection Assumptions
- Approval of Administrative Cost Waiver
- Fall MAP Data Update and Presentation of Illinois School Report Card
- Summer Interim Session 2016 Report
- Presentation and Approval of Summer Interim Session 2017
- Report on November Institute Day
- Present Tentative Calendar for 2017-18 School Year and Tentative Calendar for 2018-19
- Approval of Ten-year Health Life Safety Survey
- Continued Discussion and Approval of Superintendent Salary
- Approval of Reorganization of School Health Services for 2017-18 School Year
- Approval of Financial Update for the Period Ending October 31, 2016 (consent)

November 28, 2016 – Jefferson School – Multipurpose Room

Committee-of-the-Whole: Communications – 6:00 p.m. – 9:00 p.m.

December 12, 2016 – Jefferson School – Multipurpose Room

Public Hearing Prior to Adoption of the 2016 Tax Levy

Regular Board Meeting – 7:00 p.m.

- Adoption of Final 2016 Levy Resolution # and Resolution # for the Reduction of Certain Fund Levies
- Report and Acceptance of Annual Audit FY16
- Discussion of Core Plus Committee Timeline
- Authorization to Seek Food Service Bids
- Adopt 2017-18 Tentative Calendar and 2018-19 Tentative Calendar
- Approval of Financial Update for the Period Ending November 30, 2016 (consent)
- 2016 District 64 Employee Campaign for Park Ridge Community Fund (memo of information)

January 23, 2017 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

• Adoption of Resolution # Directs the Chief School Business Official Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2017-18 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105ILCS 5/17-1

- Discussion on Student Fees
- Enrollment Projections for 2017-18 School Year and Discussion on Staffing 2017-18
- Financial Projections
- Authorization to Seek Transportation Bids
- Superintendent Mid-Year Update
- Hold or Release of Closed Minutes
- Approval of Financial Update for the Period Ending December 31, 2016

Future Meeting Topics

- Carpenter Update and Discussion on HVAC System

- Ratification of PRTAA/Board Agreement
- Referendum: Research to Readiness
- Approval of Financial Update for the Period Ending January 31, 2016
- Approval of Park Ridge Park District - Emerson Lighting Proposal
- Sonitrol Proposal
- Update on Educational Ends -April or May 2017
- Approval of Health Life Safety Recommendations for a Five-year Plan
- Update on English Language Arts Curriculum Review
- Approval of E-rate Projects
- Report on 5 Essentials Survey - April 2017
- Follow-up on Collection of Student Fees – April 24, 2017 (memo of information)
- Follow-up on Collection of Student Fees – June 26, 2017 (memo of information)

The above are subject to change.

To: Board of Education
 Dr. Laurie Heinz, Superintendent

From: Mary Jane Warden, Director of Innovation & Instructional Technology

Date: October 24, 2016

Re: Fall 2016 Technology Update

Flying the W for 21st Century Learning

Technology integration and future ready learning are an integral part of the District’s 2020 Vision Strategic Plan. One way we monitor our progress toward this goal is through our partnership with the researchers and data scientists of Clarity BrightBytes. We utilize BrightBytes to track our growth and progress on the “C-A-S-E” framework of four domains: Classroom, Access, Skills, and Environment.

The BrightBytes questionnaires were administered to teachers and students most recently at the end of the 2015-16 school year (mid-May). In comparing spring to spring data collections, the District’s overall CASE score grew 5 points, **from 1085 to 1090**, between June 2015 to May 2016. According to our partner data analysts at Clarity, the District continues to show strong performance in our effectiveness in fostering 21st century technology integration in our classrooms. During the 2015-16 school year, District 64 provided professional development and fostered professional learning groups. We are pleased to report that giving teachers the support to grow professionally has shown such impressive, positive results.

BrightBytes provides an overall numeric score aligned to a five-color maturity scale (**Beginning, Emerging, Proficient, Advanced, Exemplary**). Here is a comparison of the results in all four domains of the CASE framework from spring 2015 to spring 2016:

	OVERALL	CLASSROOM	ACCESS	SKILLS	ENVIRONMENT
SPRING 2015	1085	998	1238	1137	1098
SPRING 2016	1090	1004	1240	1150	1096

Maturity Scale = Beginning, **Emerging**, **Proficient**, **Advanced**, **Exemplary**

Two areas stand out:

- The District has **matured from emerging to proficient** in the **Classroom** domain, increasing from 998 to 1004. The Classroom domain reflects how much teachers and

students are using technology in the classroom to attain learning targets and achieve their best learning. This centers around providing opportunities to practice the 4C's – Communication, Collaboration, Critical Thinking, and Creativity – as outlined in the 2020 Vision Strategic Plan/Strategic Objective 1 - to develop students who master the 4C's. The 4C's are essential for developing the knowledge and skills needed for college and career readiness. In an increasingly automated and modern world, skills such as creativity, synthesis, and problem solving will be in great demand in the workplace.

- Our achievement in the Classroom domain is clearly connected to the large growth in the **Skills domain – rising 13 points from 1137 to 1150**. This is a remarkable gain and reflects the growth in learning and practice of technology skills. When diving into a deeper examination of the Skills domain, teachers are reporting higher skill confidence and frequency in the area of multimedia (up 30 points) and in foundational skills (up 12 points), such as creating spreadsheets. This is displayed in the table below. Research has shown that increasing technology skills in teachers will translate into the classroom with more confident integration of technology into instruction.

Skills Domain	Overall	Teacher Foundational Skills	Teacher Multimedia Skills
Spring 2015	1137	1193	1098
Spring 2016	1150	1205	1128

Maturity Scale = Beginning, Emerging, Proficient, Advanced, Exemplary

Overall, our learning ecosystem is taking solid shape as our learning culture is re-normed. In our 1:1 environment, students are feeling more confident in their use of technology and are being asked with more frequency to use this technology in their learning process. Students are practicing communication and collaboration online and are being asked to critically think and to create more multimedia artifacts of their learning. This is a steady progression in the evolution of our 21st century learning environments.

Continuous Improvement Mindset - 2016-17 Focus

Improving the user experience. This is at the forefront of the District 64 Technology Department. Whether we make, hack, remix, retool, revitalize, reinvent, or innovate – we are looking to continuously improve our technology services for our students, staff, and community. Here are the focus areas for these efforts in 2016-17:

- **Wide Area Network Service** - As our contract comes up for renewal, the District will be embarking on the E-Rate process to again bid out our Wide Area Network (or WAN) services. The purpose of a WAN is to distribute local and Internet resources to all our

buildings. The District is looking to optimize data speeds that connect our buildings while taking advantage of lower costs.

- **PowerIEP** - The District has implemented a new Individualized Education Program management system for special education services. This will make the documentation, record keeping, and IEP process much more manageable, efficient and accessible.
- **Otus Student Performance Platform** - The District has adopted [a student performance platform called Otus](#). The Otus System will provide a comprehensive learning management system, a customizable common assessment bank, a robust data warehouse, and many classroom management tools for our students, teachers, parents, and administrators.
- **Digital Privacy, Safety and Security Review** - The District is embarking on an internal audit to evaluate our District's digital practices, move towards improvement, and prepare digital incidents. A Digital Privacy, Safety and Security Team (DPSS) is being created to holistically address safety, privacy, and physical, mental, and emotional health to nurture wellness in the digital culture. The District is excited about the enhanced role technology is playing in our schools today. But, we also must ensure that student information is being kept private and secure, and that we are taking the proper steps to create a safe and healthy digital environment for students. We will be organizing our current policies and practices, so that we can make decisions on where to focus time and resources to cohesively improve digital privacy, safety, and security.
- **Inquiry-Based Learning Units** - Strategic Plan Objective 1 targets the design of two inquiry-based learning units at all grade levels. Inquiry-based units create the best learning conditions for students to ask questions, research, and solve problems together. This underpins the implementation of Common Core Standards, Next Generation Science Standards (NGSS), the new C3 Framework in Social Studies, and the best practices of technology integration. Plus, it makes for creative and engaging learning! This year the Technology Implementation Committee (TIC) will focus on building the capacity of our pioneering teachers to create inquiry-based learning units tied to our curriculum.

In summary, the District 64 Technology Department is working in a myriad of ways to support the District's initiatives, operations, and ultimately, the teaching and learning of our students. We are making great strides in developing a learning ecosystem for the betterment of the District 64 community.

To: Board of Education
From: Jane Boyd, Director of Student Services
Joel T. Martin, Assistant Superintendent for Human Resources
Date: October 24, 2016
Re: Continued Discussion and Recommendation to Reorganize School Health Services 2017

Background

At the August 22, 2016 Board of Education meeting, administration proposed restructuring the current practice of staffing each school building with a health assistant. The proposal set forth a plan in which health assistants would be assigned other positions within the District and Registered Nurses (RN) would be hired to replace the health assistants beginning in the 2017-18 school year. (See Attachment 1)

At that meeting, the Board discussed the difference between the Licensed Practical Nurse (LPN), the Registered Nurse (RN), and the Certified School Nurse (CSN) designations. The Board asked for more information on the impact of utilizing an LPN versus an RN, and information on whether other school districts in our area prefer to hire RNs, LPNs, or a combination.

To review briefly, to become an LPN, a person must have a high school diploma and must complete an accredited program, which can be accomplished in as little as one year. LPNs may be responsible for tasks often described as basic patient care, such as administering medication and checking heart rates. A limitation to employing an LPN is that he/she must be supervised by an RN or CSN within the District. Additionally, he/she cannot analyze a student's symptoms and recommend a care plan for the child.

In contrast, an RN must complete either a two-year Associate Degree or attend a four-year bachelor program at an accredited college or university. Upon coursework completion, they must pass the National Council Licensure Examination for Registered Nurses (NCLEX-RN®). Registered nurses possess the ability to complete all of the work of an LPN, plus monitor patient needs, their symptoms, and recommend care plans. An RN does not have to be supervised by another nurse within the District.

An LPN hired at a District 64 school would need to work under the supervision of an RN. Because the LPN in a building would still have to consult with an RN to make decisions regarding the assessment of students' current health, whether to provide medication, or in an emergency, a District RN or CSN would still need to be assigned to another building. Thus while an LPN may reduce the travel of an RN, it would not eliminate the need for an RN and may still require a building to be uncovered at times to accommodate the LPN.

The following is a survey of surrounding school districts on the use of LPNs versus RNs.

School District	Registered Nurse in Each School Building	District Preference LPN vs. RN
D15 - Palatine	Yes	RN only
<i>D21 - Wheeling</i>	<i>No</i>	<i>RN preferred...LPN only if cannot hire an RN</i>
D25 – Arlington Heights	Yes	RN only
D26 – River Trails	Yes	RN only
D27 – Northbrook	Yes	RN only
D36 – Winnetka	Yes	RN only
D39 – Wilmette	Yes	RN only
D57 – Mt. Prospect	Yes	RN only
D59 – Arlington Heights	Yes	RN only
<i>D62 – Des Plaines</i>	<i>No</i>	<i>Either</i>
D63 – East Maine	Yes	RN only
<i>D65 – Lake Bluff</i>	<i>No</i>	<i>Either</i>
D95 – Lake Zurich	Yes	RN only
D96 – Kildeer	Yes	RN only
D97 – Oak Park Elementary	Yes	RN only
D109 – Deerfield	Yes	RN only
D112 – Highland Park	Yes	RN only
NSSEO	Yes	RN only

Almost all of the school districts contacted stated that their preference is to hire RNs instead of LPNs when positions are open. All districts surveyed are experiencing an increase in complex medical needs of students at all grade levels and within every school building. As stated previously, because an LPN has to be supervised by an RN, it can limit the effectiveness of being able to providing immediate, timely support to students and staff in need. Further, many districts cited the growing need to hire Certified School Nurses (CSN) whenever possible due to their

increased presence in meetings for students with specific medical needs (ie: Individualized Education Program (IEP), 504 and health care plan meetings) throughout the year as an additional rationale to hire RNs and not LPNs.

Recommendation for 2017-18

Beginning in the 2017-18 school year, administration recommends changing District 64’s Health Services Model to the proposal made at the August 22 regular Board meeting. The recommendations are summarized as follows:

HEALTH SERVICES MODEL

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

We believe this Health Services Model will improve the quality of medical care that we provide in routine as well as in emergency situations. In addition, it will allow the District’s two CSN’s to fully participate in important activities and meetings.

The proposed change in the District’s Health Service Model will impact those individuals currently employed as health assistants. The administration met with the health assistants and PRTAA President in August to review the proposed changes and to discuss their future employment in District 64. While the District is required to bargain the impact of this change with PRTAA, the administration made it clear that if the change in service model were approved it would not impact current employee positions for the 2016-17 year. Further, the administration expressed its commitment to making sure that anyone displaced by this change would have a position covered by the bargaining group in the upcoming school year. For example, the current traveling nurse would be assigned to a Building Nurse position for 2017-18. As there are several current health assistants who are registered nurses, they would be considered for the Building Nurse positions.

Next Steps

Administration, therefore, recommends proceeding with planning for this transition for 2017-18 and to begin impact bargaining with PRTAA. The new Health Services model would be included in the enrollment projections and staffing recommendations for 2017-18 brought to the Board in February 2017.

To: Board of Education
Dr. Laurie Heinz, Superintendent

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

Date: August 22, 2016

Subject: Health Services Model Review and Recommendations

Background

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

Our current staffing includes:

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

There are several significant limitations of this model:

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

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

Data and Supporting Information

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

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

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

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

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

Recommendation for 2017-18

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

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

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

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

American Academy
of Pediatrics



DEDICATED TO THE HEALTH OF ALL CHILDREN™

AAP Policy Statement Recommends Full Time Nurse in Every School

5/23/2016

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

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

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

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

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

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

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

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

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

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official
Ron DeGeorge, Director of Facility Management

Date: October 24, 2016

Subject: Phase 2 Follow-up Discussion on COW: Facilities from October 11, 2016 and Review of Ten-Year Health Life Safety Survey and Master Facilities Plan

At the October 11, 2016 Committee of the Whole (COW), the Board reviewed a new model to track and forecast upcoming Health Life Safety (HLS) and Master Facilities Plan (MFP) projects. This method gives the Board a look at the next five years, so that we know what financing will be required to accomplish the HLS and MFP projects within that time frame. In addition, as the plan continues to be built out, it will include the lifespan of all parts of the District's facilities. This will be a roadmap for this Board and future boards to follow in understanding the allocation of resources for facility projects.

Since the October 11, 2016 COW, Studio GC has spent a considerable amount of time in our buildings verifying the HLS report and MFP. There are deletions, adjustments, additions of items, and cost adjustments in items that still need to be done and ones that have been completed in summer 2016 either through construction projects or our District 64 Maintenance staff. This updated report will provide a more complete picture for the Board.

In terms of fleshing out the rest of the report, Studio GC will be adding new flooring, energy efficient light fixtures, building automation for facilities that currently do not have a system, and occupancy sensors for energy efficiency. There will be other additions as well as we continue to comb through the buildings. Many of these items will be ones that are not "required," but would be cost efficient to do while we are doing another project in the same area and in many cases, will save the District money by being more energy efficient.

As indicated in the monthly Financial Report, administration is anticipating having a fund balance in Capital Projects of approximately \$3.6M at the conclusion of the 2016 summer construction payouts, including the new windows to be installed in the early spring at Lincoln Middle School and the new Carpenter north gym roof repairs. Managing Director Elizabeth Hennessy of William Blair is updating the District's current position in terms of bonding capacity; this information will be presented to the Board at the October 24, 2016 meeting.

To: Board of Education
Dr. Laurie Heinz, Superintendent
From: Luann Kolstad, Chief School Business Official
Date: October 24, 2016
Subject: Discussion of Administrative Costs Cap Waiver Public Hearing

The Illinois School Code limits the annual increase in administrative expenditures to 5%. The School Code narrowly defines administrative expenditures as those in the Superintendent's Office, Special Education Administration Office, Business Office, and Internal Services (i.e. Warehouse services). Many of the other traditional administration costs (Human Resources, Operations & Maintenance, Curriculum, Principal's Office) are excluded.

District 64's administrative expenses will increase by more than 5% in 2016-17 due to the restructuring of the District's special education leadership model to transition to two Student Services Coordinator positions. Both of these positions are coded under the Special Education Administration Office.

Beginning with the 2016-17 school year, District 64's special education leadership model has been improved to better meet the needs of teachers, teams, and students. As authorized by the Board on February 22, 2016, this change will improve special education student performance in District 64 and is aligned with our 2020 Vision Strategic Plan/Strategic Objective Two to provide a rigorous education for *all* students. The District has transitioned from a peer-to-peer method to a model led by two Student Services Coordinators. These administrators ensure that all staff receive enhanced coaching to increase compliance with state and federal regulations and improve instructional best practices to increase the math and English Language Arts achievement of students in special education. These two administrative positions replaced two Facilitator positions that were filled by members of the Park Ridge Education Association collective bargaining unit. This restructuring provides enhanced leadership to accelerate the rate of change and progress on implementing instructional best practices for special education students. With this improvement, our model for special education leadership now parallels the organization model used in similar suburban districts.

School districts may request a waiver of the School Code limitation by holding a public hearing and submitting a waiver application and report to the State Board of Education and Illinois General Assembly. This waiver will be for one year only. After the first year, the annual costs are then compared to the prior year's cost.

Our application will include the background information shown above on how the addition of the Student Services Coordinators will improve student performance and school improvement. This information will be taken into consideration when the Illinois General Assembly reviews our request in March 2017. It will also be included in the Board report on November 14, 2016 when the administration brings the submission of the waiver to the Board for approval.

The District will need to hold a public hearing at at 6:45 p.m. in advance of the November 14, 2016 Board meeting. At that time, the Board will be asked to approve submission of the waiver. Per the instructions provided by the Illinois State Board of Education (ISBE), the notice of public hearing will be on our District website, published in a newspaper of local circulation, and sent to our exclusive bargaining agents as well as our state legislators representing this area.

Consent Agenda

ACTION ITEM 16-10-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of October 24, 2016 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending September 30, 2016 and Destruction of Audio Closed Minutes.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

10/24/16

Vanessa Azra	Employ as 10-Month Level IV Secretary at Emerson School effective October 7, 2016 – \$18.65 hr.
Danielle DiMatteo	Employ as 12-Month Level IV Secretary for Human Resources at ESC effective September 26, 2016 – \$18.65 hr.
Heather Knieling	Employ as Assistant at Washington School effective September 26, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Jenny Macias	Employ as (.71) Part-time Extended Day Care Assistant at Jefferson School effective October 24, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Lisa Nixon	Employ as (.50) Part-time Kindergarten Assistant at Field School effective September 27, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Molly Purse	Employ as Special Education Assistant at Field School effective October 3, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Liam Ryan	Employ as Special Education Assistant at Roosevelt School effective September 23, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Amy Tecu	Change of Assignment from .50 Extended Day Assistant at Jefferson School to .71 Extended Day Assistant at Jefferson School effective October 24, 2016 – \$16.14 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Joan Lindgren	Change in FTE from .50 Physical Education Teacher at Lincoln School to .81 Physical Education Teacher at Lincoln/Jefferson effective October 12, 2016 – Lane MA, Step 1, \$45,940.77.
Brittany Pater	Change in FTE from .21 Physical Education Teacher at Field School to .61 Physical Education Teacher at Field/Jefferson effective October 12, 2016 – Lane BA, Step 1, \$30,079.71.
Marco Colapietro	Resign as Special Needs Assistant at Emerson School effective October 14, 2016.

Teresa Bergren	Resignation agreement (providing for her retirement on April 22, 2017).
Leonarda (Lenore) Franckowiak	Resignation agreement (providing for her retirement on June 2, 2017).
Roisin Dohl	Resign as Special Needs Assistant at Washington School effective October 11, 2016.
Lauren Maloney	Resign as LRC Assistant at Lincoln School effective October 7, 2016.

APPROVAL OF BILLS AND PAYROLL

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

Bills

10 - Education Fund -----	\$ 1,247,200.22
20 - Operations and Maintenance Fund -----	\$ 184,434.52
30 - Debt Services -----	\$ 6,117.48
40 - Transportation Fund -----	\$ 228,859.65
50- Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 395,150.51
80 - Tort Immunity Fund -----	\$ 394.50
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 125825 - 126022

Total: \$ 2,062,156.88

Payroll and Benefits for Month of September, 2016

10 - Education Fund -----	\$ 3,874,047.50
20 - Operations and Maintenance Fund -----	\$ 231,336.74
40 - Transportation Fund -----	\$ 979.10
50 - IMRF/FICA Fund -----	\$ 83,651.32
51 - SS/Medicare -----	\$ 90,869.27
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 12656 - 12720

Direct Deposit: 900101649 - 900103235

Total: \$ 4,280,883.93

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

<http://www.d64.org/business/financial-data-current.cfm>

To: Board of Education
Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official

Date: October 24, 2016

Subject: Executive Summary – Financial Update for the Period Ending September 30, 2016

Attached for your review:

- Fund Balance Report as of September 30, 2016
- Revenue Summary Report as of September 30, 2016
- Expenditure Summary Report as of September 30, 2016

Administration had promised to give the Board an update on the Capital Projects Fund 60. The following chart gives a high level view of our current status:

Capital Funds	
Fund Balance 9/30/2016	\$2,168,301
Minus October Bills	\$ 395,151
Remaining Fund Balance	\$1,773,150
Plus Transfers from WC	\$4,500,000
Fund Balance with WC Transfer	\$6,273,150
Less Remaining 2016 Expenditures	\$2,600,000
Estimated Fund Balance for 2017 Construction	\$3,673,150

The remaining 2016 expenditures include the Lincoln/Roosevelt window project and the roof project at Carpenter School. Administration is anticipating approximately a \$3.6M fund balance to begin the summer 2017 construction.

If you should have any questions about the Financial Report, please contact Dr. Heinz or myself.

Park Ridge - Niles School District 64
Fund Balance Report for the Period Ending September 30, 2016

Fund	Unaudited Fund Balance June 30, 2016	2016-17 FYTD Revenues	2016-17 FYTD Expenditures	Excess / (Deficiency) of Revenues Over Expenditures	Inter-Fund Transfers	Unaudited Fund Balance September 30, 2016
Education	\$27,557,327	\$24,167,918	\$8,509,154	\$15,658,764	\$0	\$43,216,091
Tort Immunity	988,020	325,752	644,040	-318,288	0	\$669,732
Operations & Maintenance	6,755,172	3,221,923	1,266,422	1,955,501	0	\$8,710,673
Transportation	2,210,267	953,331	367,655	585,676	0	\$2,795,943
Retirement (IMRF)	695,453	633,846	189,162	444,684	0	\$1,140,137
Retirement (Social Security)	140,654	394,462	178,508	215,954	0	\$356,608
Working Cash	9,764,873	242,174	0	242,174	0	\$10,007,047
Total Operating Funds	\$48,111,766	\$29,939,406	\$11,154,941	\$18,784,465	\$0	\$66,896,231
Capital Projects	5,399,314	11,420	3,242,433	-3,231,013	0	\$2,168,301
Debt Service	3,989,615	1,496,861	302,470	1,194,391	0	\$5,184,006
Total Non-Operating Funds	\$9,388,929	\$1,508,281	\$3,544,903	(\$2,036,622)	\$0	\$7,352,307
Total All Funds	\$57,500,695	\$31,447,687	\$14,699,844	\$16,747,843	\$0	\$74,248,538

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

<http://www.d64.org/business/financial-data-current.cfm>

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

April 13, 2015

Background

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

Approval of Minutes

ACTION ITEM 16-10-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Session meetings on October 11 and September 26, 2016; Regular Board meeting on September 26, 2016; Special Board Meeting on September 12, 2016 and Committee-of-the-Whole on September 12, 2016.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

10/24/16

BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.
September 26, 2016
Roosevelt Elementary School - North Gym
1001 South Fairview Avenue
Park Ridge, IL 60068

Board President Anthony Borrelli called the meeting to order at 6:06 p.m. Other Board members in attendance were Vicki Lee, Mark Eggemann, Bob Johnson, Scott Zimmerman, Dathan Paterno and Tom Sotos. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent Joel Martin, Public Information Coordinator Bernadette Tramm, and two members of the public.

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

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

Board Recesses
and Adjourns to
Closed Session

At 6:07 p.m., it was moved by Board President Borrelli and seconded by Board member Johnson to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2(c)(1)] and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2 (c)(2)].

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The Board adjourned from closed session at approximately 6:48 p.m. and convened a Public Hearing on the Budget. In addition to those mentioned above, also present were Assistant Superintendent Lori Lopez, Director of Student Services Jane Boyd, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Ron DeGeorge, and approximately 30 members of the public.

Board Adjourns
from Closed
Session and
Convenes to a
Public Hearing on
the Budget

Board President Borrelli invited comments from members of the public regarding the budget; none were received.

Board Adjourns from
Public Hearing and
Resumes Regular
Meeting

At 6:57 p.m. the Board adjourned from the Public Hearing on the Budget and resumed the regular Board meeting.

PLEDGE OF ALLEGIANCE & WELCOME

Pledge of
Allegiance and

Principal Kevin Dwyer introduced Roosevelt grade 3 students in Boy Scout Troop 201 to lead the Pledge of Allegiance and the Roosevelt student Pledge of Respect. He welcomed the Board and community to the school, and introduced a video that spotlighted an innovative instructional model, called co-teaching, which is an equal partnership between a general education and special education teacher sharing the responsibilities for instruction of all students in a single classroom. Dr. Dwyer noted the benefits to students and teachers through this model.

PUBLIC COMMENTS

Public
Comments

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

- Andrea Bochat and Elizabeth Ryles, Park Ridge residents and Go Green Park Ridge members, described their ongoing work with District 64 and other community organizations to advocate for natural lawn care, and invited a District 64 representative to attend the Lawn & Land Forum webinar on October 26, which is a collaboration between the Midwest Pesticide Action Center (MPAC) and others.
- Ryan Anderson, MPAC, reaffirmed the efforts of his organization to identify policy, practices and strategies to limit pesticide use.

ADOPTION OF FY17 DISTRICT 64 BUDGET

Adoption of FY17
District 64 Budget

CSBO Kolstad noted that the adoption of the budget tonight is the culmination of continuous efforts since February to build and fine-tune the budget working internally and with the Board. She pointed out that a report on investments in student learning identified the specific curriculum, technology, special education, staffing and facilities initiatives guided by the 2020 Vision Strategic Plan being undertaken in 2016-17. She noted that budgets had been set based on the needs of each department to meet their strategic plan objectives for the year, and that a zero-based budgeting approach had been followed. She reviewed with the Board the projections of the District's fund balance on June 30, 2017 as well as the detailed variances between the 2015-16 unaudited actual revenues and expenditures to the 2016-17 budget. CSBO Kolstad highlighted especially the variances within the Education Fund, which is the District's largest. She reported that a \$500,000 contingency had been added to the Education Fund, with the understanding that any expenditure outside of special education private placement tuition would be reviewed and approved by the Board prior to the expenditure occurring. She also referred to updated financial projections in her report, which

indicated that the District was forecasted to have an operating fund balance of 60% of annual expenditures at the close of the fiscal year on June 30, 2017, which would fulfill the 2007 referendum promise to local taxpayers to not request additional referenda funding from them for 10 years. CSBO Kolstad reported that based on current financial projections, the promise has been extended until at least 2020-21. CSBO Kolstad and Board members discussed the remaining funds available for capital projects from the initial \$10 million the Board had committed from the fund balance in the prior and current fiscal years; further discussion of capital projects and spending scheduled for discussion at the upcoming October 11, 2016 Committee-of-the-Whole on Facilities; and a further update to the financial projections based on labor agreements and CPI data to be provided in November when the tentative tax levy is considered.

ACTION ITEM 16-09-3

Action Item
16-09-3

It was moved by Board member Zimmerman and seconded by Board member Johnson that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt the Budget for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017, as presented.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

RATIFICATION OF PREA/BOARD AGREEMENT

Ratification of
PREA/Board
Agreement

Board President Borrelli noted this would be the second consecutive four-year agreement between District 64 and teachers, and that this agreement would carry the District through the completion of its 2020 Vision Strategic Plan. He noted that the agreement would add less than \$1 million per year on average to the District's expenditures for teacher salaries, and that the new agreement places District 64 on a much more sustainable economic path as it is linked to annual CPI growth. He noted that the new agreement is a balance between the high goals the District has set to accelerate improvements in student achievement with stewardship of local taxpayer dollars that reflect the economic conditions locally as well as in the state. Board President Borrelli expressed his thanks to fellow Board members, District administration, and the PREA negotiating team and ultimately teachers for the collaborative efforts over nine months to gain consensus around the priority goals in the contract, so that it is a balanced agreement for all. Board President Borrelli invited comments from other Board members, who deferred until a motion had been made. He then invited public comments; none were received.

ACTION ITEM 16-09-4

Action Item
16-09-4

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, ratify the four-year contract between the Park Ridge Education Association (PREA) and the Board of Education on September 26, 2016.

Board members Sotos, Johnson, and Eggemann provided additional thoughts about the agreement as their names were called prior to casting their votes.

The votes were cast as follows:

Ayes: Sotos, Paterno, Zimmerman, Borrelli, Lee, Johnson

Nays: Eggemann

Present: None.

Absent: None.

The motion carried.

REPORT ON THOUGHTEXCHANGE RESULTS

Report on
Thoughtexchange
Results

Dr. Heinz presented the results of the spring 2016 Thoughtexchange community-wide satisfaction survey that focused on three areas: what are some concerns about your school/District this year, what are some things you appreciate about your school/District this year, and what are your thoughts about the areas of focus within the new Strategic Plan. She noted that conversations had been conducted for each school and the District as whole in this new online town hall forum. She introduced a new interactive website that provides the detailed results for the nine conversations, shares the actual verbatim thoughts offered by the participants, and indicates the importance placed on them as participants assigned stars. Dr. Heinz reported that about 1,200 participants contributed almost 2,700 thoughts and assigned nearly 68,000 stars. She reported that in the concerns area, the top themes that emerged were facilities, testing vs. learning, lunch and food programs, curriculum, and class size. Dr. Heinz noted that the top five areas that participants appreciated included teachers and staff, electives, leadership and administration, school community and environment, and parent school communication. Finally for the Strategic Plan focus areas, Dr. Heinz reported that the 4 C's of 21st century learning, facilities, quality of education, professional development and collaboration, and funding and budget were the top five themes. Dr. Heinz and the Board discussed the timing and possible topics of future planned Thoughtexchange conversations.

OVERVIEW OF CERTIFIED STAFF EVALUATION PLAN

Overview of
Certified Staff
Evaluation Plan

Assistant Superintendent Lopez reported that District 64 joins school districts across Illinois to implement evaluation systems for teachers and

principals that assess professional practice and include measures of student growth as required by the 2010 Performance Evaluation Reform Act (PERA). In District 64, Dr. Lopez reported that two committees worked over several years to develop a tool for rating professional practice and to develop a process for including student growth in certified staff evaluations. She noted that final summative ratings for staff now would be based on 70% for professional practice and 30% for student growth. Dr. Lopez reported that the Danielson Framework for Teaching provided a working model for the professional practice component, and had been reviewed and customized to reflect the values and culture of District 64. She noted that the four levels of performance required by the School Code were modified by adding additional descriptors, and are: Distinguished/Excellent, Proficient, Basic/Needs Improvement, and Unsatisfactory. Moving to the student growth component, she noted that the 30% is comprised of 10% shared responsibility based on each school's MAP performance and 20% student learning objective, which are teacher-designed assessment projects. Dr. Lopez reported that the new system for teachers goes into effect this year. Dr. Lopez and Dr. Heinz responded to Board member questions and dialogue about the evaluation process itself and the volume of evaluations completed by building administrators; formal vs. informal observations; differences between this evaluation tool and the District's prior model; professional development for administrators on implementing the new tool; and efforts to ensure consistency among raters across the District.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

Rudy Kleiner	Employ as Assistant at Lincoln School effective September 6, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Nellie Konkel	Employ as Assistant at Field School effective September 6, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Amber Laureano	Employ as Special Education Teacher at Washington School effective August 15, 2016 - Lane BA, Step 1, \$48,582.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Taylor Miller	Employ as Special Education Assistant at Emerson School effective September 19, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Michelle Navarra	Employ as 5.5 Hrs. 10-Month, Level III Office Associate/Secretary at Washington School effective September 19, 2016 - \$17.06 hr.
Steven Riszko	Employ as Part-time (.70) Social Studies Teacher at Emerson School effective September 21, 2016 - Lane BA, Step 1, \$29,227.38 (prorated 159 days). <i>“Salary amount is subject to change according to the outcome of the bargaining with</i>

	<i>PREA</i> ".
Keelia Shanahan	Employ as Special Education Assistant at Washington School effective September 26, 2016 – \$15.78 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA"</i> .
Evelyn Dobrydnio	Change in FTE from .80 Science Teacher at Emerson School to Fulltime Science/Health/Tech Teacher at Emerson School effective September 26, 2016 – Lane MA, Step 2, prorated \$47,058.46. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Kathleen Janousky (Schayer)	Extended Leave of Absence Request, Maternity/FMLA – Guidance Counselor at Lincoln School effective November 21, 2016 – through the remainder of the 2016-17 School Year.
Jennifer Fragale	Leave of Absence Request, Maternity/FMLA – 3rd Grade Teacher at Field School effective January 10, 2017 – March 27, 2017 (tentative).
Pamela Johnson	Salary revision from September 12, 2016 Personnel Report Employ as Part-time (.50) C of C Teacher at Carpenter School, effective August 15, 2016 - Lane MA, Step 7, \$35,624.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA"</i> .
Sandra DeGrazia	Retire as Instructional Resource Assistant at Lincoln School effective January 9, 2017.
Mary Ann Ghisolf	Retire as 10-Month, Level III Secretary for Student Learning at ESC effective October 7, 2016.

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

B. BILLS, PAYROLL AND BENEFITS

Bills

10 - Education Fund-----	\$1,141,403.48
20 - Operations and Maintenance Fund -----	333,290.95
30 - Debt Services-----	214,804.94
40 - Transportation Fund -----	65,049.90
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	740,158.81
80 - Tort Immunity Fund -----	-
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 125566, 125575 – 125816

Total: \$2,494,708.08

Payroll and Benefits for Month of August, 2016

10 - Education Fund-----	\$ 2,090,718.84
20 - Operations and Maintenance Fund -----	238,505.43
40 - Transportation Fund -----	979.10
50 - IMRF/FICA -----	61,948.34
51 – SS/Medicare -----	57,125.94
80 - Tort Immunity Fund -----	-

Checks Numbered: 12618 - 12655
Direct Deposit: 900100904 – 900101648

Total: \$ 2,449,277.65

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 AUGUST 31, 2016

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

D. ANNUAL APPLICATION FOR RECOGNITION OF SCHOOLS

E. APPROVAL OF POLICY 4:110 - TRANSPORTATION

F. ACCEPTANCE OF DONATION

G. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 16-09-5

Action Item
16-098-5

It was moved by Board member Johnson and seconded by Board member Paterno that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of September 26, 2016 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending August 31, 2016; Annual Application for Recognition of Schools; Approval of Policy 4:110 – Transportation; Acceptance of Donation; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 16-09-6

Action Item
16-09-6

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois approve the minutes from the Closed Session meetings on September 12 and August 22, 2016; Regular Board meeting on August 22, 2016; Special Board Meeting on August 8, 2016; and Committee-of-the-Whole: Student Achievement Update on August 8, 2016.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Heinz reviewed upcoming agendas and recent FOIA request. As reported in a memo of information, she announced that District 64 had won the 2016 Golden Achievement Award for the 2020 Vision Strategic Plan Branding & Launch from the Illinois Chapter of the National School Public Relations Association and two other communications awards for the 2015 Annual Report and 2015 Financial eReport. She also reported on the Elementary Learning Foundation plans for the annual casino night benefit on January 28, 2017, which is its largest fundraiser of the year. She noted that a memo of information provided an update on the status of recommendations from the 2013 RETA Security comprehensive physical security audit of schools. Dr. Heinz reviewed plans for the upcoming “A-B-C’s of School Board Service” candidate information event on October 12 to provide an opportunity for community members who may be considering becoming candidates to meet informally with her as well as current and past Board members. Dr. Heinz thanked Board President Borrelli and member Johnson for agreeing to represent the current Board. CSBO Kolstad reviewed the expected timeline for the Carpenter north gym roof repair project. She also announced that the Lincoln Middle School window replacement project would be delayed into 2017. She reported that the cause of the delay in manufacturing the windows was being investigated, and that a new timeline was being developed in consultation with school administrators. CSBO Kolstad reviewed the punch list items for other summer 2016 facility projects.

ADJOURNMENT

Adjournment

At 9:29 p.m., it was moved by Board member Zimmerman and seconded by Board member Sotos to adjourn, which was approved by voice vote.

President

Secretary

DRAFT

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting held at 8:00 p.m.
September 12, 2016
Jefferson School – Multipurpose Room
8200 N. Greendale Avenue
Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:11 p.m. Other Board members in attendance were Vicki Lee, Mark Eggemann, Bob Johnson, Dathan Paterno, and Tom Sotos. Board member Scott Zimmerman arrived during the closed session. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent Joel Martin, Public Information Coordinator Bernadette Tramm, and two members of the public.

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

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

Board Recesses
and Adjourns to
Closed Session

At 6:13 p.m., it was moved by Board President Borrelli and seconded by Board member Johnson to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2(c)(1)] and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2 (c)(2)].

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Zimmerman

The motion carried.

The Board adjourned from closed session at approximately 7:46 p.m. and after a short recess convened at 7:52 pm as a Committee-of-the-Whole. In addition to those mentioned above, also present were Assistant Superintendent for Student Learning Lori Lopez, Director of Student Services Jane Boyd, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Ron DeGeorge, and approximately 25 members of the public.

The Board adjourned from the Committee-of-the-Whole and resumed the special Board meeting at 8:52 p.m.

PUBLIC COMMENTS

Board President Borrelli invited public comment on items not on the agenda; they were received as follows: Public
Comments

- Jane Riordan, a Park Ridge resident, urged the Board to make public a draft copy of the tentative collective bargaining agreement with teachers.
- Joan Sandrik, a Park Ridge resident, commented on a recent Chicago magazine article on suburban school districts, instructional cost per pupil, and the tentative teacher contract.

Board President Borrelli offered clarifying remarks on a range of topics that had been raised during public comments now or at the August Board meetings, including: the status of the PREA contract tentative draft; Board Policy that permits the President to offer motions for Board member discussion and vote; the limitations to revenue due to the PTELL cap; and improvements to student achievement as evidenced by the recently released MAP and PARCC scores for 2015-16. Dr. Heinz reaffirmed that community members are always welcomed and encouraged to call or email her directly with questions about any aspect of the District's operations, and she would gladly respond promptly.

A further public comment was then received:

- Mike Riordan, a Park Ridge resident, stated that he was the speaker just mentioned by Board President Borrelli; he contended President Borrelli had misquoted his remarks regarding the teacher contract.

ENROLLMENT AND STAFFING REPORT

Enrollment and
Staffing Report

Assistant Superintendent Martin reported that the sixth day grades K-8 enrollment had increased to 4,429, which is up 57 students from last year's 6th day or 49 higher from the end of the 2015-16 school year. He noted that this strong enrollment growth is 115 students higher than the projected enrollment forecasted by consulting demographer John Kasarda's "most likely" estimates from the 2013 report. CSBO Kolstad reported that the District would continue moving forward using live birth data and the cohort survival methodology introduced at the February 22, 2016 meeting, and that updated projections would be presented to the Board this winter when 2017-18 staffing is reviewed. She reported that integrating Niles birth data remains a challenge, since only a small portion of the community falls within District 64. Enrollments by school also were discussed; Assistant Superintendent Martin noted that Washington would be watched carefully if the upward trend continues. Turning to staffing, he pointed out that because of where and when the new students had enrolled, not as many new sections as authorized by the Board in February 2016 ultimately were needed. He reported that staffing for 2016-17 had decreased by .76 FTE from the previous school

year; the total is now 394.11 FTE. He noted that only 4.5 sections had been added due to specific grade levels exceeding the Board's approved class guidelines.

APPROVAL OF CARPENTER SCHOOL ROOF PROJECT

Approval of
Carpenter School
Roof Project

CSBO Kolstad reported that as discussed with the Board in depth at the August 8, 2016 meeting, administration was bringing forward a contractor for approval of the north gym roof deck replacement and re-roofing project. She noted that the District would be receiving a credit of \$42,000 from the original contractor for work that was not completed as part of the initial scope. FGM Architect Terri Wright and Facility Management Director DeGeorge reviewed the bids received and provided more details about the project in response to further Board member discussion. CSBO Kolstad and Dr. Heinz also noted that facilities work for future years would be the focus of a planned Committee-of-the-Whole on Facilities in October. They also affirmed that the District would be working closely with Carpenter School administration to plan for student, staff and community safety during the work.

ACTION ITEM 16-09-1

Action Item
16-09-1

It was moved by Board member Zimmerman and seconded by Board member Johnson that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, award the contract for the Carpenter Elementary School North Gym Roof Deck Replacement and Re-Roofing Project to National Roofing Corporation at a total cost of \$330,000.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

RESIDENCY UPDATE

Residency
Update

CSBO Kolstad reported that based on the Board's directive to vigorously pursue all potential residency issues, 12 students had been removed from District 64 schools during the 2015-16 school year that did not reside within the District. She reviewed the steps taken to investigate potential residency issues. CSBO Kolstad reported that 9 cases are currently being reviewed by a private investigator, and noted that Board Policy 7:60 describes the residency requirements. She commended the school secretaries for their careful scrutiny of documentation provided and to community members who occasionally contact the District directly with possible residency

violations. CSBO Kolstad confirmed that information could be turned into her office anonymously

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

Catherine Alexandru	Employ as Instructional Resource Assistant at Washington School effective August 15, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Betty Berg	Employ as Special Needs Assistant at Lincoln School effective August 15, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Manal Damiati	Employ as Lunch Program Supervisor at Carpenter School effective August 30, 2016 – \$14.00 hr.
Sandy Delaurentis	Employ as Lunch Program Supervisor at Roosevelt School effective August 30, 2016 – \$14.00 hr.
Katie Elder	Employ as Part-time (.50) Assistant at Franklin School effective September 1, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Claire Greene	Employ as 10-month Level IV Secretary at Lincoln School, effective August 19, 2016 – \$18.65 hr.
Pamela Johnson	Employ as Part-time (.50) C of C Teacher at Carpenter School, effective August 15, 2016 - \$55,878.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Queta Karstens	Employ as Part-time (.50) Assistant at Franklin School effective August 31, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Rudy Kleiner	Employ as Assistant at Lincoln School effective September 6, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>

Nellie Konkel	Employ as Assistant at Field School effective September 6, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
David Lota	Employ as Special Needs Assistant at Emerson School effective August 16, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Kareena Machunas	Employ as Special Needs Assistant at Washington School effective August 22, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Kelly Mack	Employ as Assistant at Lincoln School effective August 22, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Diane Mandell	Employ as Instructional Resource Assistant at Washington School effective August 18, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Elizabeth Meyer	Employ as (.80) District Occupational Therapist at Franklin/Jefferson School effective August 22, 2016 – \$44,911.17 (Prorated 180 days from 185 days).
Deborah Nicholson - Benitez	Employ as Lunch Program Supervisor at Washington School effective August 30, 2016 – \$14.00 hr.
Rebecca Pantazis	Employ as Extended Day Assistant at Jefferson School effective September 7, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Joseph Piech	Employ as Lunch Program Supervisor at Carpenter School effective August 17, 2016 – \$14.00 hr.
Mark Ransford	Employ as Assistant at Carpenter School effective September 9, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Nazia Saddel	Employ as Lunch Program Supervisor at Washington School effective September 1, 2016 – \$14.00 hr.

Mary Sugrue	Employ as Special Needs Assistant at Field School effective August 17, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Molly Thornton	Employ as Instructional Resource Assistant at Roosevelt School effective August 15, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of the bargaining with PRTAA”.</i>
Nicole Tolentino	Employ as Part-time .50 Music – General/Keyboarding Teacher at Emerson School, effective August 15, 2016 - Lane BA, Step 1, \$24,291.00. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Karen Vargas	Employ as Lunch Program Supervisor at Washington School effective September 1, 2016 – \$14.00 hr.
Justin Wacker	Employ as Lunch Program Supervisor at Carpenter School effective August 17, 2016 – \$14.00 hr.
Margaret Young	Employ as Head Lunch Program Supervisor at Carpenter School effective August 17, 2016 – \$18.00 hr.
Stefanie Paris-Colon	Change in assignment from 5.5 Hrs. 10-Month, Level III Office Associate/Secretary at Washington School to 7.25 Hrs. 10-Month Head Secretary at Washington School effective August 31, 2016 - \$18.65 hr.
Rich Hobson	Change in FTE from .66 FLES Teacher at Emerson School to .75 FLES Teacher at Emerson School effective August 15, 2016 – Lane MA, Step 2, \$43,274.25. <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>
Helene Zukas	Change of Location EL Teacher at Roosevelt School to EL Teacher at Emerson/Roosevelt School effective July 1, 2016.
Julie Voigt	Change from August 22, 2016 Personnel Report, Employ / Rehire as (.46) Art Teacher at Roosevelt School, effective August 15, 2016 – Lane MA48, Step 9, \$39,877.40 <i>“Salary amount is subject to change according to the outcome of the bargaining with PREA”.</i>

David Lota	Resign as Special Needs Assistant at Emerson School effective August 23, 2016.
Elizabeth Gonzalez	Resign as 12-Month Technology Secretary at Jefferson School effective September 15, 2016.
Darlene Mortimer	Resign as 10-Month Head Secretary at Washington School effective August 31, 2016.

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

B. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING JULY 31, 2016

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

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

D. RESOLUTION #1170 RECOMMENDING THE BOARD ADOPT A COPY FEE SCHEDULE FOR FOIA REQUESTS

ACTION ITEM 16-09-2

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of September 12, 2016 which includes the Personnel Report, Approval of Financial Update for the Period Ending July 31, 2016, Approval of Intergovernmental Agreement Between the Governing Board of the Niles Township District For Special Education 807 and Park Ridge Consolidated Community School District 64 for the Provision of Certain Special Education Services, and Resolution #1170 Recommending the Board Adopt a Copy Fee Schedule for FOIA Requests.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reviewed upcoming agendas and FOIA requests, and provided short updates on the first PTO/A Presidents' meeting coming up as well as an awards presentation later in the week for the District's communications efforts related to the 2020 Vision Strategic Plan. She also noted she had begun her Walk & Talks at the schools and would be reconvening her Superintendent Community Relations Council soon.

Other Discussion
and Items of
Information

ADJOURNMENT

At 10:04 p.m., it was moved by Board member Paterno and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

President

Secretary

DRAFT

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

Minutes of the Committee-of-the-Whole
held at 7:00 p.m. September 12, 2016
Jefferson School – Multipurpose Room
8200 N. Greendale Avenue, Niles, IL 60714

Board President Anthony Borrelli called the meeting to order at 7:52 p.m. Other Board members in attendance were Vicki Lee, Mark Eggemann, Bob Johnson, Scott Zimmerman, Dathan Paterno, and Tom Sotos. Also present were Superintendent Laurie Heinz, Assistant Superintendents Joel T. Martin and Lori Lopez, Chief School Business Official Luann Kolstad, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, Public Information Coordinator Bernadette Tramm, and approximately 25 members of the public.

Board President Borrelli stated the purpose of the meeting was to hear reports on safety and security planning and on changes to the 2016-17 tentative budget.

▪ **NIPSTA Update and Crisis Go App**

Dr. Heinz introduced Northeastern Illinois Public Safety Training Academy (NIPSTA) Executive Director Jill Ramaker and her associate Sam Pettineo, retired City of Evanston Deputy Police Chief and former Evanston Township High School security director. Dr. Heinz summarized that safety has been a top priority in the District for several years as recommendations from the 2013 RETA physical security audit of our facilities have been implemented. She reviewed a wide variety of improvements already completed, and focused on summer 2016 work to install: impact resistant security film to the exterior doors at all schools; “panic buttons” in school offices; upgrades to the Sonitrol alarm system including “hold open” door alarms; direct alerts to administrators when 911 calls are placed within the District; and a secured vestibule at Washington School, the first within District 64.

Turning to the current school year, Dr. Heinz noted that as a continuation of the Board’s directives on safety, the District would be focusing on emergency planning and training. She reported that in 2015-16, the District had created a partnership with NIPSTA to craft a comprehensive Safety, Security and Emergency Operations Plan (EOP) to identify and respond to incidents by outlining the responsibilities and duties of all involved. The plan is almost complete, and includes more than two dozen threat/hazard-specific annexes that outline an organized, systematic method to address incidents. Dr. Heinz shared the annex on Tornados as an example of how the plan is laid out in action steps. Dr. Heinz, Ms. Ramaker and Mr. Pettineo reviewed the efforts underway to enhance the training and preparedness of all staff this year. Dr. Heinz noted that the message to staff was that everyone must feel confident in being a first responder until the community First Responders arrive. She reported that every staff member had participated in a NIPSTA-led safety workshop during the August staff Institute Days. They then discussed the Incident Command System (ICS) training already provided to the District’s full administrative team, and the upcoming ICS preparedness training to be provided to each school’s crisis team members. They noted that the goal was to ensure the consistency of operations and to standardize procedures across all schools. They pointed out that the training is building the capacity of all staff to react to crisis situations swiftly and with confidence, and that the further level of training means that our administrators and school crisis team staff will be able to coordinate more efficiently with local First Responders who have long followed this structure.

Dr. Heinz then introduced a new safety resource, the Crisis Go mobile app, that will help keep administrators connected to District safety resources, such as crisis checklists for each type of incident, class rosters, school maps, emergency contact information for leadership and First Responders, and the like. She noted that all the EOP annexes are now being transferred to checklist format in Crisis Go, and that the app would be introduced to administrators this fall. She also introduced a new District 64 public website that provides an overview of our plans and safety approach, and noted that password-protected access for staff would be added to more detailed materials via the employee portal. Dr. Heinz also pointed out that new shelter-in-place/evacuation maps for each room in the District were being prepared based on the updated Health Life Safety survey for posting by each room's exit door with the Crisis Go Guide flip book.

Discussing other projects this year, Dr. Heinz noted that reviewing procedures for active supervision while students are outdoors and on field trips/off-campus events would be updated this year. Board members and Dr. Heinz then discussed what items remain to be accomplished from the original 2013 RETA recommendations; Dr. Heinz will provide a short summary to the Board at an upcoming meeting. Discussion shifted to a new model for daily arrival and dismissal procedures now in use at Washington School. Dr. Heinz noted that entry at Washington is now limited to two doors and students are admitted continuously on arrival in the morning, rather than congregating outside waiting for a bell. She reported that adult supervisor responsibilities were shifted to accommodate the supervision indoors rather than outside, and that traffic congestion has been reduced significantly. Similarly, she noted that dismissal also is conducted through two doors only. Dr. Heinz reported that reducing the number of doors being used, coupled with a continuous arrival procedure, would be an ongoing conversation with principals this year to determine how such a model might be adapted for their buildings.

▪ **2016-17 Budget Changes from Tentative Budget**

CSBO Kolstad reported on changes to the 2016-17 tentative budget adopted by the Board on July 18, 2016. She focused on the Education Fund, the District's largest, and provided specific details of a \$470,000 increase in revenues and a \$778,000 increase in expenditures now budgeted for 2016-17. She noted that a projected increase in insurance benefit costs was driving the increase, but that additional enrollment information from the District's insurance carrier is still being settled from the open enrollment period in August. CSBO Kolstad reported this line item would be monitored and may be adjusted prior to the budget's final adoption on September 26, 2016. She also drew the Board's attention to changes in the Capital Projects Fund, which now includes the Lincoln Middle School window replacement project and the Carpenter north gym roof deck replacement/re-roofing project. CSBO Kolstad provided clarifying information to Board member questions on individual items. She confirmed that further public comment was invited at the public hearing at 6:45 p.m. on September 26 in advance of the Board's final action. She noted that updated five-year financial projections would also be presented at that time.

Board President Borrelli invited comments from the public; none were received.

At 8:52 p.m., it was moved by Board member Zimmerman and seconded by Board member Paterno to adjourn, which was approved by voice vote.

President

Secretary

Inspire every child to



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

Regular Board Meeting Agenda
Monday, November 14, 2016
Field School – South Gym
707 N. Wisner Street
Park Ridge, IL 60068

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

TIME

APPENDIX

- 6:45 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 6:45 p.m. • **Board Convenes to a Public Hearing**
- 7:00 p.m. • **Board Adjourns from Public Hearing and Resumes Regular Board Meeting**
- **Pledge of Allegiance and Welcome**
 - **School Board Members Appreciation Day** A-1
-- Superintendent
 - **Public Comments**
 - **Recognition of Field School Alumnae Hillary Rodham Clinton** A-2
-- Superintendent
 - **Architect of Record 2017-18 and Beyond** A-3
-- Superintendent/Chief School Business Official
 - **Discussion of Proposed 2016 Levy and Financial Projection Assumptions** A-4
-- Chief School Business Official
 - **Approval of Administrative Cost Waiver** A-5
-- Chief School Business Official **Action Item 16-11-1**
 - **Approval of Ten-year Health Life Safety Survey** A-6
-- Chief School Business Official **Action Item 16-11-2**

- **Report on November Institute Day** A-7
-- Assistant Superintendent for Student Learning

- **Fall MAP Data Update and Presentation of Illinois School Report Card** A-8
-- Assistant Superintendent for Student Learning

- **Summer Interim Session 2016 Report** A-9
-- Assistant Superintendent for Student Learning

- **Presentation and Approval of Summer Interim Session 2017** A-10
-- Assistant Superintendent for Student Learning **Action Item 16-11-3**

- **Present Tentative Calendar for 2017-18 School Year and Tentative Calendar for 2018-19** A-11
-- Superintendent

- **Consent Agenda** A-12
-- Board President **Action Item 16-11-4**
 - Personnel Report
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending October 31, 2016
 - Destruction Audio Closed Minutes (none)

- **Approval of Minutes** A-13
-- Board President **Action Item 16-11-5**
 - Committee-of-the-Whole: 21st Century/
Future Ready Learning Classrooms..... October 24, 2106
 - Regular Board Meeting..... October 24, 2016
 - Closed Session Meeting October 24, 2016
 - Committee-of-the-Whole: Facilities -----October 11, 2016
 - Special Board Meeting ----- October 11, 2016

- **Other Discussion and Items of Information** A-14
-- Superintendent
 - Upcoming Agenda
 - District Committee Update (Elementary Learning Foundation)
 - Memorandum of Information (none)
 - Minutes of Board Committees (none)
 - Other (none)

- **Adjournment**

Next Meeting: **Monday, November 28, 2016**
 Committee-of-the-Whole: Communications – 6:00 p.m. – 9:00 p.m.
Jefferson School – Multipurpose Room
 8200 Greendale
 Niles, IL 60714

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.

DRAFT



Madelyn Wsol <mwsol@d64.org>

9.26.2016 FOIA Request from NBC5 Chicago

1 message

Smyser, Katherine (NBCUniversal) <Katy.Smyser@nbcuni.com>
To: "Madelyn Wsol (MWsol@D64.ORG)" <MWsol@d64.org>

Mon, Sep 26, 2016 at 12:47 PM

454 North Columbus Drive A Division of National Broadcasting
Chicago, IL 60611-5555 Company, Inc.
312-836-5555 www.nbcchicago.com



September 26, 2016

Madelyn Wsol
Administrative Assistant to the Superintendent and FOIA Officer
Park Ridge-Niles Community Consolidated School District 64
Park Ridge, Illinois 60068-4035

Dear Ms. Wsol:

This is a request under the Illinois Freedom of Information Act. I am making this request of every public school district in the Chicago area.

I would like to know which schools in Park Ridge-Niles Community Consolidated School District 64 have a stock of undesigned epinephrine auto-injectors, and which do not. (Schools in Illinois are under no requirement to keep such a supply.)

To save you time in this response, I'm basically looking for a response in which you list each school in your district, with a "yes" or "no" as to whether the school keeps a stock of undesignated epinephrine auto-injectors.

However, if you prefer to produce actual FOIA documents, I ask that you provide me with the required written prescription or standing order, which each school must have if it opts to keep a supply of undesignated epinephrine auto-injectors – and also let me know which schools do not have such a prescription or order. **Again, I am happy to accept a yes-or-no answer about each school, in place of these prescriptions and orders, to save you time in answering this request.**

You can send your response to me at katy.smyser@nbcuni.com. Alternatively, you can send an answer to me at NBC5 Chicago; 454 North Columbus Drive; Chicago, Illinois 60611. And if there is any way in which I can help in getting this information, I would be happy to do so.

Because these records are in the public interest, I ask that you waive any reproduction fee. And if you deny this request, please tell me on what grounds, and to whom I should appeal.

If you have any questions concerning this request or need any additional information, please don't hesitate to contact me at katy.smyser@nbcuni.com or at 312-836-3187. Thank you so much for your time and consideration in this matter.

Sincerely,

Katy Smyser

Investigative Producer

OCT 03 2016

BOARD OF EDUCATION
DISTRICT 64

October 3, 2016

FOIA REQUEST

As the new contract between the PREA and District 64 has been approved by both parties I hereby request a redline copy of that contract.

You may call me and I will pick it up, or you may email it. Contact information is available below.

Thank you,

Joan Sandrik



joansandrik@comcast.net

To: Board of Education
 Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official
 Brian Imhoff, Assistant Chief School Business Official

Date: October 24, 2016

Subject: Follow-up on Collection of Student Fees 2016-17

In August the Board received a report on the District’s collection procedures for student registration fees and a history of unpaid fee balances. As a follow-up to that report, the Business Office compiled some data on unpaid student registration fees for the 2016-17 school year.

The table below shows a comparison of outstanding student fees (registration, instrumental music, and Chromebook) for each of the last two years. The totals exclude any students who were approved for a fee waiver.

Fiscal Year	Outstanding Students*	Outstanding Balance*
2016-17	270	\$60,803
2015-16	344	\$76,141

***As of mid-October of each year**

The District is slightly ahead of last year’s collection pace. Although it’s difficult to pinpoint the exact reason for the improvement, the District’s communication efforts regarding student fees have certainly helped. Last winter the District conducted a Student Fee Study and developed an itemized list of expenses covered by student fees to help parents understand where their money is going. A link to the expense itemization is included on the fee payment page of the online registration system and also on the District 64 website.

Additionally, all student fee communications this year included information on the availability of payment plans to parents who could not afford paying the entire fee at once. There are approximately 15 students included in the 2016-17 outstanding balance that have an active monthly payment plan set up with the District.

The District mailed its first collection letter to students with unpaid fees on October 13, 2016. The District’s internal collection efforts will continue through early January. At that time, any unpaid balances will be submitted to the collection agency. The Business Office will update the Board of Education with another memorandum of information in January.