

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

Board of Education Agenda
Regular Board Meeting
Monday, September 26, 2011
Franklin Elementary School - Gym
2401 Manor Lane

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

Monday, September 26, 2011

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. • **Tour of Franklin School Parking/Playground Areas**
- 7:20 p.m. • **Board Recesses and Convenes to Public Hearing on the Budget**

At Conclusion • **Board Adjourns from Public Hearing on Budget Resumes Regular Meeting of Public Hearing**

- **Public Comments**
- **Adoption of FY12 District 64 Budget** A-1
 -- Business Manager / Superintendent Action Item 11-09-1
- **Sixth Day of Enrollment** A-2
 -- Business Manager
- **Discussion/Approval of Facility Master Plan Goals** A-3
 -- Superintendent Action Item 11-09-2
- **Approve Deferral of Payment of Part II Assessments and Maintenance Plan** A-4
 -- Fanning Howey Action Item 11-09-3
- **Discussion of Board Committees** A-5
 -- Board Members
- **Consent Agenda** A-6
 -- Board President Action Item 11-09-4
 - Personnel Report
 - Bills and Payroll
 - Acceptance of Donation Check
 - Annual Application for Recognition of Schools
 - Approval of Lighting Replacement in District 64 Schools
 - Approval of Financial Update for the Period Ending August 31, 2011

- Destruction Audio Closed Minutes

- **Approval of Minutes**

Action Item 11-09-5

A-7

-- Board President

- Committee-of-the-Whole Meeting Minutes...August 22, 2011
- Regular Meeting Minutes.....August 22, 2011
- Committee-of-the-Whole: Roles, Goals, Controls..September 12, 2011
- Committee-of-the-Whole: Budget Presentation.....September 12, 2011
- Special Board Meeting Minutes.....September 19, 2011
- Closed Session Meeting MinutesSeptember 19, 2011

- **Other Items of Information**

A-8

-- Superintendent

- Upcoming Agenda
- FOIA Requests
- Memorandum of Information
 - Update on Summer Construction/Maintenance Projects
 - Administrative Type 75 Compensation Reporting Act
 - Response to Middle School Lunch Payment Alternatives
 - Community Finance Committee
- Minutes of Board Committees
 - Traffic Safety Meeting Minutes of August 16, 2011
- Other
 - IASB - Coming to Order
 - North Cook Division Fall Dinner Meeting

- **Adjournment**

Next Meeting:

Monday, October 17, 2011

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

Raymond Hendee ESC

164 S. Prospect Avenue

Park Ridge, IL 60068

October 17, 2011

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

October 24, 2011 - Washington

Regular Board Meeting – 7:30 p.m.

- Technology Coaches Presentation
- Report on Student Achievement
- Review of Capacity Study (Facility Master Plan)
- Approval of September Financials
- Discussion on Community Finance Committee (CFC)
- Update on 2010 Cook County Levy (memo)

November 14, 2011 - Carpenter

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

- Presentation – Township Treasurer
- Discussion on Tax 2011 Proposed Tax Levy

Regular Board Meeting – 7:30 p.m.

- Resolution to Approve 2011 Proposed Tax Levy
- Review of Energy Benchmarking Analysis/Summary with BOE (Facility Master Plan)
- Presentation and Approval of Summer Interim Session 2012 Dates & Fees
- Summer Interim Session 2011
- Approval of October Financials
- Tour of Carpenter School Auditorium

December 12, 2011

Public Hearing on Levy – 7:20 p.m.

Regular Board Meeting – 7:30 p.m.

- Adoption of Final 2011 Levy
- Strategic Plan Progress Report
- Approval of November Financials

January 23, 2012 - Jefferson

Regular Board Meeting – 7:30 p.m.

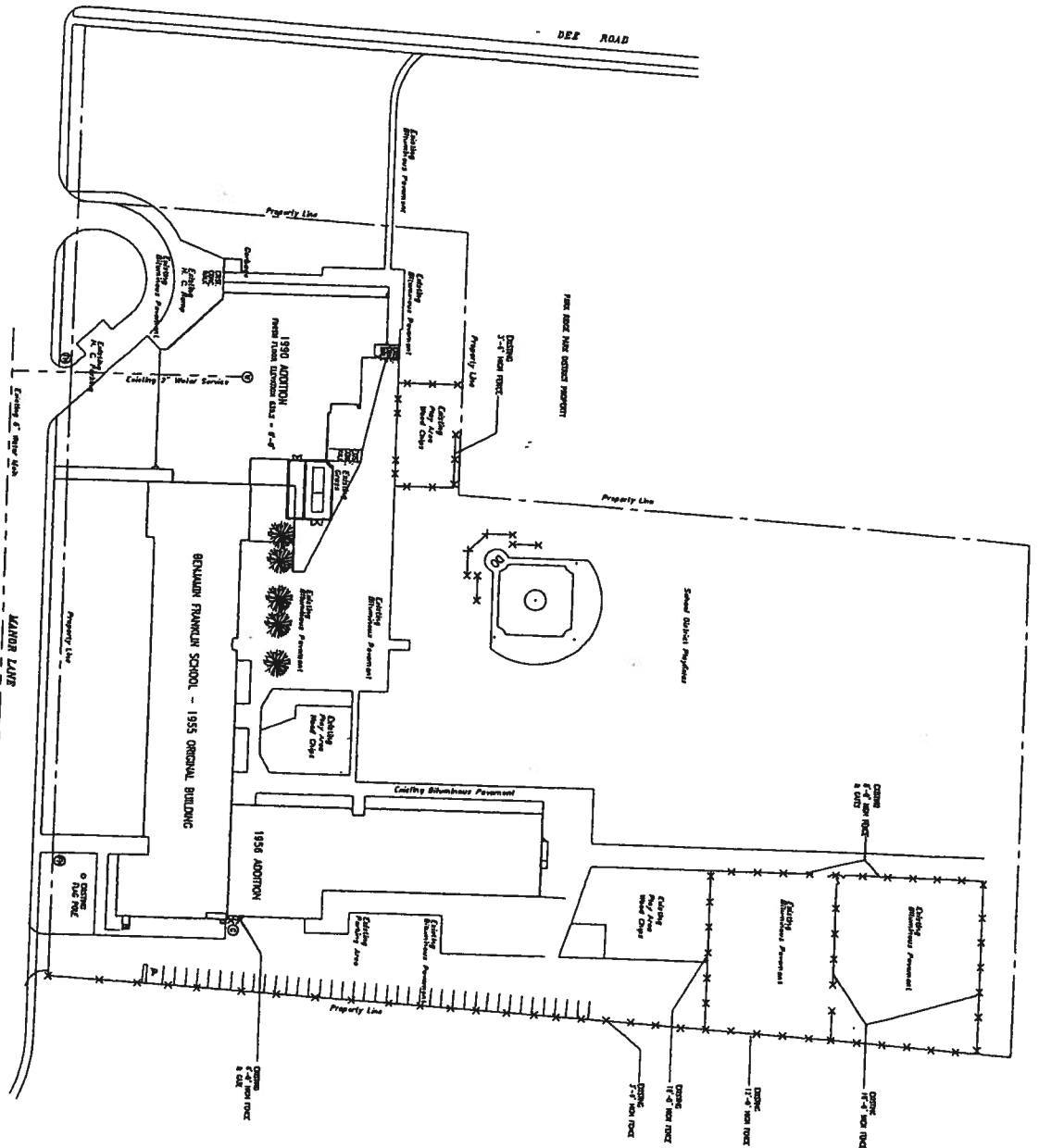
- Approval of December Financials

TBD

- Present Final Calendar for 2012-13 & Tentative Calendars for 2013-14 & 2014-15
- Acceptance of Roosevelt PTO Gift
- Discussion of Board Communication Strategies
- Audit Report FY11
- Approval of Bid for Snow Removal Equipment

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.

TOUR OF FRANKLIN SCHOOL PARKING/PLAYGROUND AREAS



SITE PLAN

1"=90'

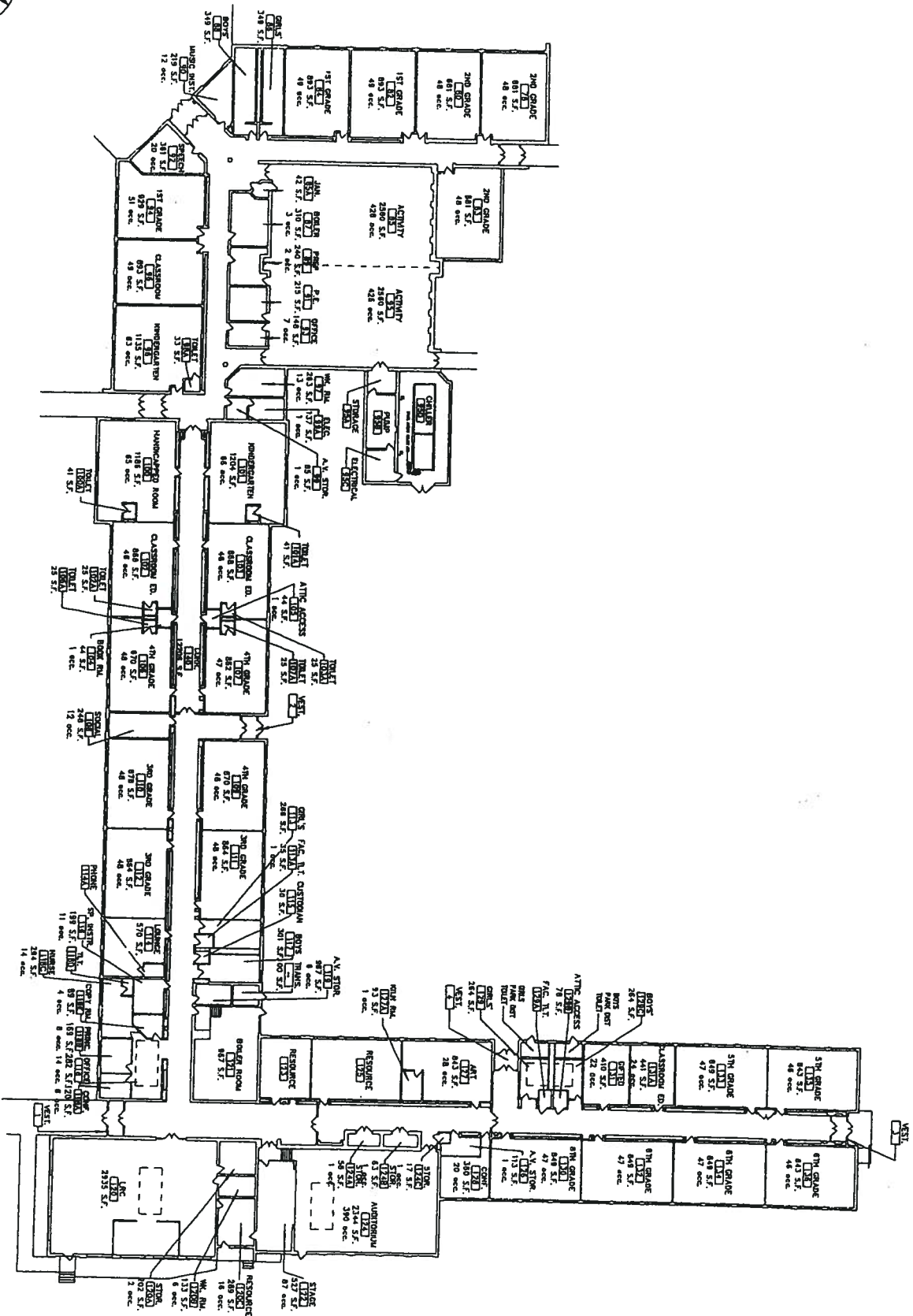


GREEN ASSOCIATES
Architects, Inc.
832 Cedar Ave.
Cincinnati, OH 45202
Telephone 847-328-0852
Facsimile 847-328-0861

BENJAMIN FRANKLIN SCHOOL

SITE PLAN
C.C.S.D. 64
PARK RIDGE, ILL. 60066

DATE BY	DRAWN BY
08-21-00	
CHECK BY	
1341-MISC	



FIRST FLOOR PLAN
1"=40'

GREEN ASSOCIATES
Architects, Inc.
Green Associates Architects, Inc.
832 Quaker Ave.
Evanston, IL 60202
Telephone 847-338-0852
Facsimile 847-338-0881

BENJAMIN FRANKLIN SCHOOL
FLOOR PLAN
C.C.S.D. 64
PARK RIDGE, ILLINOIS

DATE	08-21-00
BY	1341-MISC
FR	2

ADOPTION OF 2011-2012 BUDGET

The Budget, as proposed, is presented to the Board of Education for adoption. The budget is a product of the Administration working with District staff since January 2011. The Tentative Budget was presented to and approved by the Board on July 11th. The budget being presented herein represents our best estimate of revenues and expenditures for the 2011-2012 fiscal year. The Board has reviewed all modifications at the September 12th Board meeting. The attached legal document represents the final budget.

ACTION ITEM 11-09-1

I move 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, 2011 and ending June 30, 2012, as presented.

Moved by:_____Seconded by:_____

AYES:

NAYES:

ABSENT:

9/26/11

STATE OF ILLINOIS)
) ss.
COUNTY OF COOK)

CERTIFICATE

I DO HEREBY CERTIFY that I am the qualified and acting Secretary of the BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64, County of Cook, State of Illinois, and as such am the keeper of the records and files of the Board of Education of said School District.

I DO FURTHER CERTIFY that the attached hereto is a true, correct and complete copy of the resolution entitled BUDGET OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64, COUNTY OF COOK, STATE OF ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2011, AND ENDING JUNE 30, 2012, and adopted by said Board of Education at a Board meeting held September 26, 2011.

Dated: _____

Secretary, Board of Education

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

Accounting Basis:

☒ Cash
☐ Accrual

SCHOOL DISTRICT BUDGET FORM *
July 1, 2011 - June 30, 2012

Balanced budget, no deficit reduction
plan is required.

Date of Amended Budget:

(MM/DD/YY)

District Name:

Park Ridge CCSD 64

District RCDT No:

5-016-0640-04

Budget of Park Ridge CCSD 64, County of Cook,
State of Illinois, for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012.

WHEREAS the Board of Education of Park Ridge CCSD 64,
County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary
of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 26 day of September, 20 11,
notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be

beginning July 1, 2011 and ending June 30, 2012.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be and the
same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this 26
day of September, 20 11 by a roll call vote of _____ Yeas, and _____ Nays, to wit:

MEMBERS VOTING YEA:	MEMBERS VOTING NAY:

* Based on the 23 Illinois Administrative Code-Part 100 and in conformity with Section 17-1 of the School Code.

- (1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).
- (2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 31, whichever comes first. Budgets are submitted to: www.isbe.net/sfms/budget/2012/budget.htm. The electronic version does not require member signatures.

A												
	B											
	C											
	D											
	E											
	F											
	G											
	H											
	I											
	J											
	K											
	L											
1	Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.											
2	Description											
61	Taxes Pledged to Pay Interest on Capital Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on Capital Leases	8520										
63	Other Revenues Pledged to Pay Interest on Capital Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on Capital Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	Total Other Uses of Funds		0	0	9,526	0	0	0	167,739	0	0	0
80	Total Other Sources/Uses of Fund		177,265	0	(9,526)	0	0	0	(167,739)	0	0	0
81	ESTIMATED ENDING FUND BALANCE June 30, 2012		20,505,539	710,766	3,248,815	2,362,953	1,879,603	0	13,152,860	1,431,950	0	0
82												
83												
84												
SUMMARY OF EXPENDITURES (by Major Object)												
85	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
86	Object Name											
87	Salaries	100	41,311,856	2,530,092		30,628				0	0	43,872,576
88	Employee Benefits	200	5,923,594	389,757		0	2,109,375	0		40,000	0	8,462,728
89	Purchased Services	300	2,182,027	1,088,330	0	1,555,031		0		641,912	0	5,447,300
90	Supplies & Materials	400	2,069,966	1,122,350		0		0		5,000	0	3,197,316
91	Capital Outlay	500	214,295	2,778,009		0		0		0	0	2,992,304
92	Other Objects	600	3,529,327	2,000	2,804,100	0	0	0		0	0	6,335,427
93	Non-Capitalized Equipment	700	0	0		0		0		0	0	0
94	Termination Benefits	800	0	0		0		0		0	0	0
95	Total Expenditures		55,231,065	7,890,538	2,804,100	1,585,659	2,109,375	0		686,912	0	70,307,649

SUMMARY OF CASH TRANSACTIONS

1	A	B	C	D	E	F	G	H	I	J	K
	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
2											
3	BEGINNING CASH BALANCE ON HAND JULY 1, 2011 ⁷		20,198,612	625,477	3,083,915	1,850,492	1,725,082	0	13,048,360	1,464,135	0
4	Total Direct Receipts & Other Sources ⁸		55,537,992	7,975,827	2,978,526	2,118,120	2,263,896	0	272,239	654,727	0
5	OTHER RECEIPTS										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		55,537,992	7,975,827	2,978,526	2,118,120	2,263,896	0	272,239	654,727	0
12	Total Amount Available		75,736,604	8,601,304	6,062,441	3,968,612	3,988,978	0	13,320,599	2,118,862	0
13	Total Direct Disbursements & Other Uses ⁹		55,231,065	7,890,538	2,813,626	1,585,659	2,109,375	0	167,739	686,912	0
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) ¹⁰	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		55,231,065	7,890,538	2,813,626	1,585,659	2,109,375	0	167,739	686,912	0
21	ENDING CASH BALANCE ON HAND JUNE 30, 2011 ⁷		20,505,539	710,766	3,248,815	2,382,953	1,879,603	0	13,152,860	1,431,950	0

	A	B	C	D	E	F	G	H	I	J	K
	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
2	RECEIPTS/REVENUES FROM LOCAL SOURCES										
3	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY										
5	Designated Purposes Levies ¹¹	-	44,390,000	7,237,500	2,969,000	1,379,000	1,074,000		104,500	651,000	
6	Leasing Purposes Levy ¹²	1130									
7	Special Education Purposes Levy	1140	430,500				1,074,000				
8	FICA and Medicare Only Levies	1150									
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190									
12	Total Ad Valorem Taxes Levied by District		44,820,500	7,237,500	2,969,000	1,379,000	2,148,000	0	104,500	651,000	0
13	PAYMENTS IN LIEU OF TAXES										
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes ¹³	1230	1,081,683				110,441				
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	Total Payments In Lieu of Taxes		1,081,683	0	0	0	110,441	0	0	0	0
19	TUITION										
20	Regular Tuition from Pupils or Parents (In State)	1311	24,730								
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321	180,000								
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342	181,618								
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	Total Tuition		386,348								
41	TRANSPORTATION FEES										
42	Regular Transportation Fees from Pupils or Parents (In State)	1411				57,745					
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415									
46	Regular Transportation Fees from Other Sources (Out of State)	1416				1,000					
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									
57	Special Education Transportation Fees from Other Sources (In State)	1443									

	A	B	C	D	E	F	G	H	I	J	K
1	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
2											
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	Total Transportation Fees					58,745					
64	EARNINGS ON INVESTMENTS										
65	Interest on Investments	1510	199,000	1,000	9,526	5,884	5,455		167,739	3,727	
66	Gain or Loss on Sale of Investments	1520									
67	Total Earnings on Investments		199,000	1,000	9,526	5,884	5,455	0	167,739	3,727	0
68	FOOD SERVICE										
69	Sales to Pupils - Lunch	1611									
70	Sales to Pupils - Breakfast	1612	412,980								
71	Sales to Pupils - A la Carte	1613									
72	Sales to Pupils - Other (Describe & Itemize)	1614									
73	Sales to Adults	1620									
74	Other Food Service (Describe & Itemize)	1690	7,000								
75	Total Food Service		419,980								
76	DISTRICT/SCHOOL ACTIVITY INCOME										
77	Admissions - Athletic	1711									
78	Admissions - Other	1719									
79	Fees	1720	52,011								
80	Book Store Sales	1730									
81	Other District/School Activity Revenue (Describe & Itemize)	1790									
82	Total District/School Activity Income		52,011	0							
83	TEXTBOOK INCOME										
84	Rentals - Regular Textbooks	1811									
85	Rentals - Summer School Textbooks	1812	999,835								
86	Rentals - Adult/Continuing Education Textbooks	1813									
87	Rentals - Other (Describe)	1819									
88	Sales - Regular Textbooks	1821									
89	Sales - Summer School Textbooks	1822									
90	Sales - Adult/Continuing Education Textbooks	1823									
91	Sales - Other (Describe & Itemize)	1829									
92	Other (Describe & Itemize)	1890									
93	Total Textbooks		999,835								
94	OTHER REVENUE FROM LOCAL SOURCES										
95	Rentals	1910		62,038							
96	Contributions and Donations from Private Sources	1920									
97	Impact Fees from Municipal or County Governments	1930									
98	Services Provided Other Districts	1940									
99	Refund of Prior Years' Expenditures	1950	20,000	1,000		400					
100	Payments of Surplus Moneys from TIF Districts	1960	553,972								
101	Drivers' Education Fees	1970									
102	Proceeds from Vendors' Contracts	1980									
103	School Facility Occupation Tax Proceeds	1983									
104	Payment from Other Districts	1991									
105	Sale of Vocational Projects	1992									
106	Other Local Fees	1993									
107	Other Local Revenues (Describe & Itemize)	1999	1,274,200	119,167							
108	Total Other Revenue from Local Sources		1,849,172	182,205	0	400	0	0	0	0	0
109	Total Receipts/Revenues from Local Sources	1000	49,807,529	7,420,705	2,978,526	1,444,029	2,263,896	0	272,239	654,727	0
110	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT										
111	Flow-Through Revenue from State Sources	2100									
112	Flow-Through Revenue from Federal Sources	2200									

	A	B	C	D	E	F	G	H	I	J	K
	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
1											
2											
113	Other Flow-Through Revenue (Describe & Itemize)	2300									
114	Total Flow-Through Receipts/Revenues From One District to Another District	2000	0	0		0	0				
115	RECEIPTS/REVENUES FROM STATE SOURCES										
116	UNRESTRICTED GRANTS-IN-AID										
117	General State Aid (Section 18-B.05)	3001									
118	General State Aid Hold Harmless/Supplemental	3002	1,503,080								
119	Reorganization Incentives (Accounts 3005-3021)	3005									
120	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099									
121	Total Unrestricted Grants-In-Aid		1,503,080	0	0	0	0	0		0	0
122	RESTRICTED GRANTS-IN-AID										
123	SPECIAL EDUCATION										
124	Special Education - Private Facility Tuition	3100	607,073								
125	Special Education - Extraordinary	3105	693,603								
126	Special Education - Personnel	3110	1,056,392								
127	Special Education - Orphanage - Individual	3120	237,038								
128	Special Education - Orphanage - Summer	3130	12,314								
129	Special Education - Summer School	3145	6,012								
130	Special Education - Other (Describe & Itemize)	3198									
131	Total Special Education		2,612,432	0		0					
132	CAREER AND TECHNICAL EDUCATION (CTE)										
133	CTE - Technical Education - Tech Prep	3200									
134	CTE - Secondary Program Improvement (CTEI)	3220									
135	CTE - WECPEP	3225									
136	CTE - Agriculture Education	3235									
137	CTE - Instructor Practicum	3240									
138	CTE - Student Organizations	3270									
139	CTE - Other (Describe & Itemize)	3299					0				
140	Total Career and Technical Education		0	0							
141	BILINGUAL EDUCATION										
142	Bilingual Education - Downstate - TPI and TBE	3305	5,649								
143	Bilingual Education - Downstate - Transitional Bilingual Education	3310									
144	Total Bilingual Education		5,649				0				
145	State Free Lunch & Breakfast	3380	1,750								
146	School Breakfast Initiative	3365									
147	Driver Education	3370									
148	Adult Education (from ICCB)	3410									
149	Adult Education - Other (Describe & Itemize)	3499									
150	TRANSPORTATION										
151	Transportation - Regular/Vocational	3500									
152	Transportation - Special Education	3510				674,091					
153	Transportation - Other (Describe & Itemize)	3599									
154	Total Transportation		0	0		674,091	0				
155	Learning Improvement - Change Grants	3610									
156	Scientific Literacy	3660									
157	Truant Alternative/Optional Education	3695									
158	Early Childhood - Block Grant	3705									
159	Reading Improvement Block Grant	3715									
160	Reading Improvement Block Grant - Reading Recovery	3720									
161	Continued Reading Improvement Block Grant	3725									
162	Continued Reading Improvement Block Grant (2% Set Aside)	3726									
163	Chicago General Education Block Grant	3768									
164	Chicago Educational Services Block Grant	3767									
165	School Safety & Educational Improvement Block Grant	3775									

ESTIMATED RECEIPTS/REVENUES

	A	B	C	D	E	F	G	H	I	J	K
	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
1											
2											
216	Total Title IV		0	0		0	0				
217	FEDERAL - SPECIAL EDUCATION										
218	Federal Special Education - Preschool Flow-Through	4800									
219	Federal Special Education - Preschool Discretionary	4805									
220	Federal Special Education - IDEA Flow Through/Low Incidence	4820	1,038,565								
221	Federal Special Education - IDEA Room & Board	4825									
222	Federal Special Education - IDEA Discretionary	4830									
223	Federal Special Education - IDEA - Other (Describe & Itemize)	4899									
224	Total Federal Special Education		1,038,565	0		0	0				
225	CTE - PERKINS										
226	CTE - Perkins-Title IIIIE Tech Prep	4770									
227	CTE - Other (Describe & Itemize)	4799									
228	Total CTE - Perkins		0	0			0				
229	Federal - Adult Education										
230	ARRA - General State Aid - Education Stabilization	4810									
231	ARRA - Title I - Low Income	4851									
232	ARRA - Title I - Neglected, Private	4852									
233	ARRA - Title I - Delinquent, Private	4853									
234	ARRA - Title I - School Improvement (Part A)	4854									
235	ARRA - Title I - School Improvement (Section 1003g)	4855									
236	ARRA - IDEA - Part B - Preschool	4856									
237	ARRA - IDEA - Part B - Flow-Through	4857	1,212								
238	ARRA - Title II - Technology - Formula	4860	164,789								
239	ARRA - Title II - Technology - Competitive	4861									
240	ARRA - McKinney - Vento Homeless Education	4862									
241	ARRA - Child Nutrition Equipment Assistance	4863									
242	Impact Aid Formula Grants	4864									
243	Impact Aid Competitive Grants	4865									
244	Qualified Zone Academy Bond Tax Credits	4866									
245	Qualified School Construction Bond Credits	4867									
246	Build America Bond Tax Credits	4868									
247	Build America Bond Interest Reimbursement	4869									
248	ARRA - General State Aid - Other Government Services Stabilization	4870									
249	Other ARRA Funds - II	4871									
250	Other ARRA Funds - III	4872									
251	Other ARRA Funds - IV	4873									
252	Other ARRA Funds - V	4874									
253	ARRA - Early Childhood	4875									
254	Other ARRA Funds - VII	4876									
255	Other ARRA Funds - VIII	4877									
256	Other ARRA Funds - IX	4878									
257	Other ARRA Funds - X	4879									
258	Other ARRA Funds - XI	4880									
259	Total Stimulus Programs		166,001	0	0	0	0			0	0
260	Advanced Placement Fee/International Baccalaureate	4904									
261	Emergency Immigrant Assistance	4905									
262	Title III - English Language Acquisition	4909									
263	Learn & Serve America	4910									
264	McKinney Education for Homeless Children	4920									
265	Title II - Eisenhower - Professional Development Formula	4930									
266	Title II - Teacher Quality	4932	91,821								
267	Federal Charter Schools	4960									
268	Medicaid Matching Funds - Administrative Outreach	4991	83,100								
269	Medicaid Matching Funds - Fee-For-Service Program	4992									
270	Other Restricted Grants Received from Federal Government through State (Describe & Itemize)	4998	1,361	313,537							

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
271	Total Restricted Grants-in-Aid Received from Federal Govt. Thru the State		1,430,287	313,537	0	0	0	0		0	0
272	TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES	4000	1,430,287	313,537	0	0	0	0	0	0	0
273	TOTAL DIRECT RECEIPTS/REVENUES		55,360,727	7,975,827	2,978,526	2,118,120	2,263,896	0	272,239	654,727	0

ESTIMATED DISBURSEMENTS/EXPENDITURES

	A	B	C	D	E	F	G	H	I	J	K
	Description	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
1											
2											
3	10 - EDUCATIONAL FUND (ED)										
4	INSTRUCTION (ED)										
5	Regular Programs	1100	23,570,913	2,508,426	43,140	1,368,733	81,400	1,500			27,574,112
6	Pre-K Programs	1125									0
7	Special Education Programs (Functions 1200 - 1220)	1200	4,955,600	1,001,808	76,700	112,300	11,000				6,157,408
8	Special Education Programs Pre-K	1225	656,043	57,938		11,390					725,371
9	Remedial and Supplemental Programs K-12	1250									0
10	Remedial and Supplemental Programs Pre-K	1275									0
11	Adult/Continuing Education Programs	1300									0
12	CTE Programs	1400									0
13	Interscholastic Programs	1500	130,000	3,361	14,540	14,500	500	2,400			0
14	Summer School Programs	1600	162,900	7,417	11,500						165,307
15	Gifted Programs	1650	1,080,535	159,001	14,100	8,478					1,811,817
16	Driver's Education Programs	1700									1,262,114
17	Bilingual Programs	1800	334,712	59,788	800	3,000					0
18	Traut Alternative & Optional Programs	1900									398,300
19	Pre-K Programs - Private Tuition	1910						1,140,000			0
20	Regular K-12 Programs Private Tuition	1911									1,140,000
21	Special Education Programs K-12 Private Tuition	1912									0
22	Special Education Programs Pre-K Tuition	1913									0
23	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
24	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
25	Adult/Continuing Education Programs Private Tuition	1916									0
26	CTE Programs Private Tuition	1917									0
27	Interscholastic Programs Private Tuition	1918									0
28	Summer School Programs Private Tuition	1919									0
29	Gifted Programs Private Tuition	1920									0
30	Bilingual Programs Private Tuition	1921									0
31	Traut Alternative/Opt Ed Programs Private Tuition	1922									0
32	Total Instruction ¹⁴	1000	30,890,703	3,790,322	156,697	1,529,901	92,900	1,143,900	0	0	37,604,423
33	SUPPORT SERVICES (ED)										
34	Support Services - Pupil										
35	Attendance & Social Work Services	2110	920,963	101,814		1,045					1,023,822
36	Guidance Services	2120	132,061	13,081		3,600					148,742
37	Health Services	2130	456,730	44,019	48,240	15,825	2,395				565,209
38	Psychological Services	2140	394,862	2,588	21,269	10,000		525			429,244
39	Speech Pathology & Audiology Services	2150	1,257,053	145,883	69,000	2,520					1,474,456
40	Other Support Services - Pupils (Describe & Itemize)	2190									0
41	Total Support Services - Pupil	2100	3,161,669	307,385	136,509	32,990	2,395	525	0	0	3,641,473
42	Support Services - Instructional Staff										
43	Improvement of Instruction Services	2210	744,798	40,061	290,034	80,268		800			1,155,961
44	Educational Media Services	2220	776,443	71,466		144,444					992,353
45	Assessment & Testing	2230									0
46	Total Support Services - Instructional Staff	2200	1,521,241	111,527	290,034	224,712	0	800	0	0	2,148,314
47	Support Services - General Administration										
48	Board of Education Services	2310	55,000	786,101	338,022	5,500	0	16,000			1,200,623
49	Executive Administration Services	2320	267,291	54,053	13,820	1,000	5,000	3,000			344,164
50	Special Area Administration Services	2330	251,787	100,997	5,281						358,065
51	Tort Immunity Services	2360 - 2370									0
52	Total Support Services - General Administration	2300	574,078	941,151	357,123	6,500	5,000	19,000	0	0	1,902,852
53	Support Services - School Administration										
54	Office of the Principal Services	2410	2,154,347	454,199	66,255	27,492					2,702,293
55	Other Support Services - School Administration (Describe & Itemize)	2480									0
56	Total Support Services - School Administration	2400	2,154,347	454,199	66,255	27,492	0	0	0	0	2,702,293
57	Support Services - Business										
58	Direction of Business Support Services	2510									0

ESTIMATED DISBURSEMENTS/EXPENDITURES

	A	B	C	D	E	F	G	H	I	J	K
	Description	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
1											
2											
59	Fiscal Services	2520	618,065	144,503	81,884	16,800	16,000	60,000			937,252
60	Operation & Maintenance of Plant Services	2540									0
61	Pupil Transportation Services	2550			1,000						1,000
62	Food Services	2560			503,019	2,000					505,019
63	Internal Services	2570			247,023	97,052					344,075
64	Total Support Services - Business	2500	618,065	144,503	832,926	115,852	16,000	60,000	0	0	1,787,346
65	Support Services - Central										
66	Direction of Central Support Services	2610									0
67	Planning, Research, Development & Evaluation Services	2620									0
68	Information Services	2630	98,153	8,203	27,703						
69	Staff Services	2640	363,450	63,970	97,820	11,000	5,000				134,059
70	Data Processing Services	2660	943,298	93,723	191,721	76,950	90,000				541,240
71	Total Support Services - Central	2600	1,404,901	165,896	317,244	87,950	95,000	0	0	0	1,395,692
72	Other Support Services (Describe & Itemize)	2900									2,070,991
73	Total Support Services	2900	9,434,301	2,124,661	2,000,091	495,496	118,395	80,325	0	0	14,255,269
74	COMMUNITY SERVICES (ED)	3000	986,852	8,611	25,239	44,569	3,000				1,068,271
75	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (ED)										
76	Payments to Other Govt Units (In-State)										
77	Payments for Regular Programs	4110									0
78	Payments for Special Education Programs	4120						2,305,102			2,305,102
79	Payments for Adult/Continuing Education Programs	4130									0
80	Payments for CTE Programs	4140									0
81	Payments for Community College Programs	4170									0
82	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
83	Total Payments to Districts and Other Govt Units (In-State)	4100			0			2,305,102			2,305,102
84	Payments for Regular Programs - Tuition	4210									0
85	Payments for Special Education Programs - Tuition	4220									0
86	Payments for Adult/Continuing Education Programs - Tuition	4230									0
87	Payments for CTE Programs - Tuition	4240									0
88	Payments for Community College Programs - Tuition	4270									0
89	Payments for Other Programs - Tuition	4280									0
90	Other Payments to In-State Govt Units	4290									0
91	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						0			0
92	Payments for Regular Programs - Transfers	4310									0
93	Payments for Special Education Programs - Transfers	4320									0
94	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
95	Payments for CTE Programs - Transfers	4340									0
96	Payments for Community College Program - Transfers	4370									0
97	Payments for Other Programs - Transfers	4380									0
98	Other Payments to In-State Govt Units - Transfers	4390									0
99	Total Payments to Other District & Govt Units - Transfers (In State)	4300			0			0			0
100	Payments to Other District & Govt Units (Out of State)	4400									0
101	Total Payments to Other District & Govt Units	4000			0			2,305,102			2,305,102
102	DEBT SERVICE (ED)										
103	Debt Service - Interest on Short-Term Debt										
104	Tax Anticipation Warrants	5110									0
105	Tax Anticipation Notes	5120									0
106	Corporate Personal Property Rep Tax Anticipated Notes	5130									0
107	State Aid Anticipation Certificates	5140									0
108	Other Interest on Short-Term Debt	5150									0
109	Total Debt Service - Interest on Short-Term Debt	5100						0			0
110	Debt Service - Interest on Long-Term Debt	5200									0
111	Total Debt Service	5000						0			0
112	PROVISION FOR CONTINGENCIES (ED)	6000									0

	A	B	C	D	E	F	G	H	I	J	K
	Description	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
1											
2											
113	Total Direct Disbursements/Expenditures										
114	Excess (Deficiency) of Receipts/Revenues Over										
115	Disbursements/Expenditures		41,311,856	5,923,594	2,182,027	2,069,966	214,295	3,529,327	0	0	55,231,065
116	20 - OPERATIONS AND MAINTENANCE FUND (O&M)										129,662
117	SUPPORT SERVICES (O&M)										
118	Support Services - Pupil	2190									0
119	Other Support Services - Pupils (Describe & Itemize)										
120	Support Services - Business	2510									0
121	Direction of Business Support Services	2530			200,000						200,000
122	Facilities Acquisition & Construction Services	2540			848,330						848,330
123	Operation & Maintenance of Plant Services	2550	2,530,092	389,757		1,122,350	2,778,009	2,000			7,670,538
124	Pupil Transportation Services										0
125	Food Services	2560									0
126	Total Support Services - Business	2500	2,530,092	389,757	1,048,330	1,122,350	2,778,009	2,000	0	0	7,870,538
127	Other Support Services (Describe & Itemize)	2600									0
128	Total Support Services	2000	2,530,092	389,757	1,048,330	1,122,350	2,778,009	2,000	0	0	7,870,538
129	COMMUNITY SERVICES (O&M)	3000									0
130	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (O&M)										
131	Payments to Other Govt Units (In-State)										0
132	Payments for Special Education Programs	4120									0
133	Payments for CTE Program	4140			20,000						20,000
134	Other Payments to In-State Govt Units (Describe & Itemize)	4190			20,000						20,000
135	Total Payments to Other Govt Units (In-State)	4100			20,000						20,000
136	Payments to Other Govt Units (Out of State)	4400									0
137	Total Payments to Other District and Govt Unit	4000			20,000						20,000
138	DEBT SERVICE (O&M)										
139	Debt Service - Interest on Short-Term Debt										0
140	Tax Anticipation Warrants	5110									0
141	Tax Anticipation Notes	5120									0
142	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
143	State Aid Anticipation Certificates	5140									0
144	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
145	Total Debt Service - Interest on Short-Term Debt	5100									0
146	Debt Service - Interest on Long-Term Debt	5200									0
147	Total Debt Service	5000									0
148	PROVISION FOR CONTINGENCIES (O&M)	6000									0
149	Total Direct Disbursements/Expenditures		2,530,092	389,757	1,068,330	1,122,350	2,778,009	2,000	0	0	7,890,538
150	Excess (Deficiency) of Receipts/Revenues Over										
151	Disbursements/Expenditures										85,289
152	30 - DEBT SERVICE FUND (DS)										
153	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (DS)	4000									0
154	DEBT SERVICE (DS)										
155	Debt Service - Interest on Short-Term Debt										0
156	Tax Anticipation Warrants	5110									0
157	Tax Anticipation Notes	5120									0
158	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
159	State Aid Anticipation Certificates	5140									0
160	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
161	Total Debt Service - Interest On Short-Term Debt	5100									0
162	Debt Service - Interest on Long-Term Debt	5200									0
163	Debt Service - Payments of Principal on Long-Term Debt ¹⁶	5300									739,300
164	(If Issue/Purchase Principal Retired)										2,055,000
	Debt Service Other (Describe & Itemize)	5400						9,800			9,800

	A	B	C	D	E	F	G	H	I	J	K
	Description	Func#	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
1											
2											
216	Interscholastic Programs	1500		1,580							1,580
217	Summer School Programs	1600		25,056							25,056
218	Gifted Programs	1650		18,355							18,355
219	Driver's Education Programs	1700									0
220	Bilingual Programs	1800		5,949							5,949
221	Tenant Alternative & Optional Programs	1900									0
222	Total Instruction	1000		839,719							839,719
223	SUPPORT SERVICES (MR/SS)										
224	Support Services - Pupil										
225	Attendance & Social Work Services	2110		14,999							14,999
226	Guidance Services	2120		3,377							3,377
227	Health Services	2130		61,290							61,290
228	Psychological Services	2140		6,904							6,904
229	Speech Pathology & Audiology Services	2150		10,419							10,419
230	Other Support Services - Pupils (Describe & Itemize)	2190									0
231	Total Support Services - Pupil	2100		96,989							96,989
232	Support Services - Instructional Staff										
233	Improvement of Instruction Services	2210		31,055							31,055
234	Educational Media Services	2220		112,332							112,332
235	Assessment & Testing	2230									0
236	Total Support Services - Instructional Staff	2200		143,387							143,387
237	Support Services - General Administration										
238	Board of Education Services	2310									0
239	Executive Administration Services	2320		37,776							37,776
240	Special Area Administrative Services	2330		56,580							56,580
241	Claims Paid from Self Insurance Fund	2361									0
242	Workers' Compensation or Workers' Occupation Disease Acts Payments	2362									0
243	Unemployment Insurance Payments	2363									0
244	Insurance Payments (regular or self-insurance)	2364									0
245	Risk Management and Claims Services Payments	2365									0
246	Judgment and Settlements	2366									0
247	Educational, Inspectional, Supervisory Services Related to Loss Prevention or Reduction	2367									0
248	Reciprocal Insurance Payments	2368									0
249	Legal Service	2369									0
250	Total Support Services - General Administration	2300		94,356							94,356
251	Support Services - School Administration										
252	Office of the Principal Services	2410		93,610							93,610
253	Other Support Services - School Administration (Describe & Itemize)	2490									0
254	Total Support Services - School Administration	2400		93,610							93,610
255	Support Services - Business										
256	Direction of Business Support Services	2510									0
257	Fiscal Services	2520		58,688							58,688
258	Facilities Acquisition & Construction Services	2530									0
259	Operation & Maintenance of Plant Service	2540		510,942							510,942
260	Pupil Transportation Services	2550		1,952							1,952
261	Food Services	2560									0
262	Internal Services	2570		75,545							75,545
263	Total Support Services - Business	2500		647,127							647,127
264	Support Services - Central										
265	Direction of Central Support Services	2610									0
266	Planning, Research, Development & Evaluation Services	2620									0
267	Information Services	2630		47,713							47,713
268	Staff Services	2640		40,943							40,943
269	Data Processing Services	2660		34,105							34,105
270	Total Support Services - Central	2600		122,761							122,761

[illegible]

This page is provided for detailed itemizations as requested within the body of the Report.

- 1.
- 2.
- 3.
- 4.

	A	B	C	D	E	F
1						
2	Park Ridge CCSD 64	5016064004				
3	DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only					
4		EDUCATIONAL	OPERATIONS & MAINTENANCE	TRANSPORTATION	WORKING CASH	TOTAL
5	Direct Revenues	55,360,727	7,975,827	2,118,120	272,239	65,726,913
6	Direct Expenditures	55,231,065	7,890,538	1,585,659		64,707,262
7	Difference	129,662	85,289	532,461	272,239	1,019,651
8	Estimated Fund Balance - June 30, 2012	20,505,539	710,766	2,382,953	13,152,860	36,752,118
9	Balanced budget, no deficit reduction plan is required.					
10						
11						
12	<p>A deficit reduction plan is required if the local board of education adopts (or amends) the 2011-12 school district budget in which the "operating funds" listed above result in direct revenues (line 5) being less than direct expenditures (line 6) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 8).</p> <p>Note: The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.</p> <p>The deficit reduction plan, if required, is developed using ISBE guidelines and format.</p>					
13						
14						

SCHOOL BUSINESS SERVICES DIVISION								
A		B	C	D	E	F	G	
		DEFICIT REDUCTION PLAN ESTIMATED BUDGET FY2011-12						
1								
2								
3	Park Ridge CCSD 64	5016064004						
4	District Number							
5								
6								
7	ESTIMATED BEGINNING FUND BALANCE prior Ending Fund Balance)		(must equal	Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
8	RECEIPTS/REVENUES		Acct No.					
9	LOCAL SOURCES		1000	20,198,612	625,477	1,850,492	13,048,360	35,722,941
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT		2000	49,807,529	7,420,705	1,444,029	272,239	58,944,502
11	STATE SOURCES		3000	0	0	0		0
12	FEDERAL SOURCES		4000	4,122,911	241,585	674,091	0	5,038,587
13	Total Receipts/Revenues			1,430,287	313,537	0	0	1,743,824
14	DISBURSEMENTS/EXPENDITURES		Funct No.	55,360,727	7,975,827	2,118,120	272,239	65,726,913
15	INSTRUCTION		1000	37,604,423				37,604,423
16	SUPPORT SERVICES		2000	14,253,269	7,870,538	1,585,659		23,709,466
17	COMMUNITY SERVICES		3000	1,068,271	0	0		1,068,271
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS		4000	2,305,102	20,000	0		2,325,102
19	DEBT SERVICES		5000	0	0	0		0
20	PROVISION FOR CONTINGENCIES		6000	0	0	0		0
21	Total Disbursements/Expenditures			55,231,065	7,890,538	1,585,659		64,707,262
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures			129,662	85,289	532,461	272,239	1,019,651
23	OTHER SOURCES/USES OF FUNDS							
24	OTHER SOURCES OF FUNDS (7000)			177,265	0	0	0	177,265
25	OTHER USES OF FUNDS (8000)			0	0	0	167,739	167,739
26	TOTAL OTHER SOURCES/USES OF FUNDS			177,265	0	0	(167,739)	9,526
27	ESTIMATED ENDING FUND BALANCE			20,505,539	710,766	2,382,953	13,152,860	36,752,118

A		B	C	D	E	F	G	H	I	J	K	L
ESTIMATED BUDGET FY2012-13												
1												
2												
3	Park Ridge CCSD 64	5016064004										
4	District Number											
5												
6												
7	ESTIMATED BEGINNING FUND BALANCE prior Ending Fund Balance)		(must equal									
8	RECEIPTS/REVENUES	Acct No.										
9	LOCAL SOURCES	1000										
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000										
11	STATE SOURCES	3000										
12	FEDERAL SOURCES	4000										
13	Total Receipts/Revenues					0	0	0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct No.										
15	INSTRUCTION	1000										
16	SUPPORT SERVICES	2000										
17	COMMUNITY SERVICES	3000										
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000										
19	DEBT SERVICES	5000										
20	PROVISION FOR CONTINGENCIES	6000										
21	Total Disbursements/Expenditures					0	0	0	0	0	0	0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures					0	0	0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	OTHER USES OF FUNDS (8000)											
26	TOTAL OTHER SOURCES/USES OF FUNDS					0	0	0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE					20,505,539	710,766	2,382,953	13,152,860	36,752,118		

ILLINOIS STATE BOARD OF EDUCATION
SCHOOL BUSINESS SERVICES DIVISION

A		B	M	N	O	P	Q
		ESTIMATED BUDGET FY2013-14					
1							
2							
3	Park Ridge CCSD 64	5016064004					
4	District Number						
5							
6							
7	ESTIMATED BEGINNING FUND BALANCE (prior Ending Fund Balance)		(must equal				
8	RECEIPTS/REVENUES	Acct No.					
9	LOCAL SOURCES	1000					
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					
11	STATE SOURCES	3000					
12	FEDERAL SOURCES	4000					
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct No.					
15	INSTRUCTION	1000					
16	SUPPORT SERVICES	2000					
17	COMMUNITY SERVICES	3000					
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					
19	DEBT SERVICES	5000					
20	PROVISION FOR CONTINGENCIES	6000					
21	Total Disbursements/Expenditures		0	0	0	0	0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						
25	OTHER USES OF FUNDS (8000)						
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		20,505,539	710,766	2,382,953	13,152,860	36,752,118

A		B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
		ESTIMATED BUDGET FY2014-15																				
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25																						
26																						
27																						

Park Ridge CCSD 64 5016064004

District Number

ESTIMATED BEGINNING FUND BALANCE

(prior Ending Fund Balance)

(must equal

RECEIPTS/REVENUES

Acct No.

LOCAL SOURCES

1000

FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT

2000

STATE SOURCES

3000

FEDERAL SOURCES

4000

Total Receipts/Revenues

0

DISBURSEMENTS/EXPENDITURES

Funct No.

INSTRUCTION

1000

SUPPORT SERVICES

2000

COMMUNITY SERVICES

3000

PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS

4000

DEBT SERVICES

5000

PROVISION FOR CONTINGENCIES

6000

Total Disbursements/Expenditures

0

Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures

0

OTHER SOURCES/USES OF FUNDS

OTHER SOURCES OF FUNDS (7000)

OTHER USES OF FUNDS (8000)

TOTAL OTHER SOURCES/USES OF FUNDS

0

ESTIMATED ENDING FUND BALANCE

20,505,539

710,766

2,382,953

13,152,860

36,752,118

		A	B	W	X	Y	Z
		SUMMARY					
		BUDGET ADDENDUM - DEFICIT REDUCTION PLAN					
		ESTIMATED BUDGET					
		Date of Adoption: (Enter as MM/DD/YY)					
1							
2							
3		Park Ridge CCSD 64	5016064004				
4		District Number					
5							
6							
7		ESTIMATED BEGINNING FUND BALANCE	(must equal	FY2011-12	FY2012-13	FY2013-14	FY2014-15
		prior Ending Fund Balance)		35,722,941	36,752,118	36,752,118	36,752,118
8		RECEIPTS/REVENUES	Acct No.				
9		LOCAL SOURCES	1000	58,944,502	0	0	0
10		FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0	0
11		STATE SOURCES	3000	5,038,587	0	0	0
12		FEDERAL SOURCES	4000	1,743,824	0	0	0
13		Total Receipts/Revenues		65,726,913	0	0	0
14		DISBURSEMENTS/EXPENDITURES	Funct No.				
15		INSTRUCTION	1000	37,604,423	0	0	0
16		SUPPORT SERVICES	2000	23,709,466	0	0	0
17		COMMUNITY SERVICES	3000	1,068,271	0	0	0
18		PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	2,325,102	0	0	0
19		DEBT SERVICES	5000	0	0	0	0
20		PROVISION FOR CONTINGENCIES	6000	0	0	0	0
21		Total Disbursements/Expenditures		64,707,262	0	0	0
22		Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		1,019,651	0	0	0
23		OTHER SOURCES/USES OF FUNDS					
24		OTHER SOURCES OF FUNDS (7000)		177,265	0	0	0
25		OTHER USES OF FUNDS (8000)		167,739	0	0	0
26		TOTAL OTHER SOURCES/USES OF FUNDS		9,526	0	0	0
27		ESTIMATED ENDING FUND BALANCE		36,752,118	36,752,118	36,752,118	36,752,118

Deficit Reduction Plan-Background/Assumptions
Fiscal Year 2012 through Fiscal Year 2015

Park Ridge CCSD 64	5016064004
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Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available. For additional information, please see:

www.isbe.net/sfms/budget/2012/budget.htm

1. Background and Narrative of Budget Reductions:

2. Assumptions Used in the Deficit Reduction Plan:

- Foundation Levels for General State Aid:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:

- Short and Long Term Borrowing:

- Educational Impact:

- Other Assumptions:

- Has the district considered shared services (Ex: Media Coop, Transportation, Insurance) If yes please explain:

0

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS

(For Local Use Only)

This is an estimated Limitation of Administrative Costs Worksheet only and will not be accepted for Official Submission of the Limitation of Administrative Costs Worksheet.

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2012 budgeted expenditures over FY2011 actual expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and may be submitted in conjunction with that report.

An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at:

[Limitation of Administrative Costs](#)

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET (Section 17-1.5 of the School Code)			School District Name: Park Ridge CCSD 64	
			RCDT Number: 05-016-0640-04	
Description	Funct. No.	Estimated Actual Expenditures, Fiscal Year 2011		Budgeted Expenditures, Fiscal Year 2012
		(10) Educational	(20) Operations & Maintenance	Total
1. Executive Administration Services	2320	328,439		328,439
2. Special Area Administration Services	2330	397,385		397,385
3. Other Support Services - School Administration	2490			0
4. Direction of Business Support Services	2510			0
5. Internal Services	2570	270,987		270,987
6. Direction of Central Support Services	2610			0
7. Deduct - Early Retirement or Other Pension Obligations Included Above				0
8. Totals		996,811	0	996,811
9. Estimated Percent Increase (Decrease) for FY2012 (Budgeted) over FY2011 (Actual)				1,046,304
				5%

REPORTING OF PUBLIC VENDOR CONTRACTS OF \$1,000 OR MORE

Park Ridge CCSD 64 5016064004

In accordance with the School Code, Section 10-20.21, all school districts are required to file a report listing 'vendor contracts' as an attachment to their budget. In this context, the term "vendor contracts" refers to "all contracts and agreements that pertain to goods and services that were intended to generate additional revenue and other remunerations for the school district in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services. The report is to list information regarding such contracts for the fiscal year immediately preceding the fiscal year of the budget. All such contracts executed on or after July 1, 2007 must be approved by the school board.

See: School Code, Section 10-20.21 - Contracts

(Sheet is unprotected and can be re-formatted as needed, but must be used for submission)

[illegible]


Reference Description

- 1 Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).
- 2 Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).
- 3 Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.
- 4 Principal on Bonds Sold:
 - (1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.
 - (2) Refunding Bonds can be entered in the Debt Services Fund only.
 - (3) Building Bonds can be entered in the Capital Projects Fund only.
 - (4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.
- 5 The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.
- 6 The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.
- 7 Cash plus investments must be greater than or equal to zero.
- 8 For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 45).
- 9 For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 63).
- 10 Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-6 of the School Code).
- 11 Include revenue accounts 1110 through 1115, 1117, 1118 & 1120.
- 12 The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.
- 13 Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.
- 14 Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.
- 15 Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)
- 16 Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)
Only abatement of working cash fund can transfer its funds to any fund in most need of money
(see 105 ILCS 5/20-10 for further explanation)

CHECK FOR ERRORS		
This worksheet checks various cells to assure that selected items are in balance. Out-of-balance conditions are accompanied by an error message. Errors must be corrected before the budget is finalized and submitted to ISBE.		
Budget Item References	Message	
Is Deficit Reduction Plan Required?	Congratulations! You have a balanced budget.	
If required, is Deficit Reduction Plan Completed (Page: DefReductPlan 20-24)?		
1. Cover Page - CASH or ACCRUAL		
Check one type of Accounting Basis used on the Cover sheet.	CASH	
2. Budget Summary: Other Sources (Page BudgetSum 2-3 - Acct 7000), must equal Other Uses (BudgetSum 2-3 - Acct. 8000).		
Estimated Beginning Fund Balance July, 1 2011 for all Funds (Cells C3 - K3)(Line must have a number or zero)	OK	
Transfer Among Funds (Funds 10, 20, 40 - Acct 7130 - Cells C29, D29, F29), must equal (Funds 10, 20 & 40 - Acct 8130 - Cells C52, D52, F52).	OK	
Transfer of Interest (Funds 10 thru 90 - Acct 7140 - Cells C30;K30), must equal (Funds 10 thru 60, & 80 - Acct 8140 - Cells C53;H53, J53).	OK	
Transfer to Debt Service to Pay Principal on Capital Leases (Fund 30 - Acct 7400 - Cell E39) must equal (Funds 10, 20 & 60 - Acct 8400 Cells C57;H60).	OK	
Transfer to Debt Service to Pay Interest on Capital Leases (Fund 30 - Acct 7500 - Cell E40) must equal (Funds 10, 20 & 60 - Acct 8500 - Cells C61;H64).	OK	
Transfer to Debt Service Fund to Pay Principal on Revenue Bonds (Fund 30 - Acct 7600 - Cell E41) must equal (Funds 10 & 20 - Acct 8700 - Cells C89;D72).	OK	
Transfer to Debt Service to Pay Interest on Revenue Bonds (Fund 30 - Acct 7700 - Cell E42) must equal (Funds 10 & 20 - Acct 8700 - Cells C89;D72).	OK	
Transfer to Capital Projects Fund (Fund 60 - Acct 7800 - Cell H43) must equal (Fund 10 & 20, Acct 8800 - Cells C73;D76).	OK	
3. Summary of Cash Transactions: Beginning Cash Balance on Hand July 1, 2011, (CashSum 4, All Funds), cannot be negative.		
Educational (Fund 10 - Cell C3)	OK	
Operations & Maintenance (Fund 20 - Cell D3)	OK	
Debt Service (Fund 30 - Cell E3)	OK	
Transportation (Fund 40 - Cell F3)	OK	
Municipal Retirement/Social Security (Fund 50 - Cell G3)	OK	
Capital Projects (Fund 60 - Cell H3)	OK	
Working Cash (Fund 70 - Cell I3)	OK	
Tort (Fund 80 - Cell J3)	OK	
Fire Prevention & Safety (Fund 90 - Cell K3)	OK	
4. Summary of Cash Transactions: Ending Cash Balance on Hand June 30, 2012, (Page CashSum 4 - All Funds), cannot be negative.		
Educational (Fund 10 - Cell C21)	OK	
Operations & Maintenance (Fund 20 - Cell D21)	OK	
Debt Service (Fund 30 - Cell E21)	OK	
Transportation (Fund 40 - Cell F21)	OK	
Municipal Retirement/Social Security (Fund 50 - Cell G21)	OK	
Capital Projects (Fund 60 - Cell H21)	OK	
Working Cash (Fund 70 - Cell I21)	OK	
Tort (Fund 80 - Cell J21)	OK	
Fire Prevention & Safety (Fund 90 - Cell K21)	OK	
5. Summary of Cash Transactions: Other Receipts, (Page CashSum 4), must equal Other Disbursements, (Page CashSum 4).		
Interfund Loans Payable (Funds 10-60, 80, 90 - Acct 411 - Cells C6;H6, J6;K6) must equal Interfund Loans Receivable (Funds 10-20, 40, 70 - Acct 141 - Cells C15;D15, F15, I15).	OK	
Interfund Loans Receivable (Funds 10, 20, 40 & 70 - Acct 141 - Cells C7;D7, F7, I7) must equal Interfund Loans Payable (Funds 10-60, 80, 90 - Acct 411 - Cells C16;H16, J16, K16).	OK	

End of Balancing

TO: Board of Education
Philip Bender, Superintendent

FROM: Rebecca J. Allard, Business Manager 

DATE: September 26, 2011

RE: Follow-up to Discussion on \$500,000 Reserve Proposal - revised

The following is an addendum to the memorandum dated September 19, 2011, 2011-12 Tentative Budget Draft #3 - \$500,000 Reserve Proposal. The following is intended to clarify the administration's commitment to maintaining a \$500,000 reserve fund (Education and Operations & Maintenance Fund combined) in the budget categories of purchased services, supplies & materials and capital outlay:

- Budget line items will be tagged to monitor the ninety percent (90%) spending limits. The 90% is calculated in the aggregate of the account which allows the administration to over-spend one account and to under-spend in another account.
- The administration will seek Board approval prior to spending dollars that will reduce the \$500,000 reserve fund.
- The monthly financial reports will now contain an aggregate summary report identify the aggregate spending patterns of the affected accounts. A sample aggregate report is attached.

2010-11 Budget & Expenditure Pattern - Education and Operations and Maintenance Fund - Purchased Services, Supplies & Materials and Capital Outlay

2011-12 Budget & Expenditure Pattern - Education and Operations & Maintenance Fund - Purchased Services, Supplies & Materials and Capital Outlay

[illegible]

TO: Board of Education

FROM: Dr. Philip Bender, Superintendent
ESC Administrative Team

DATE: September 19, 2011

RE: 2011-12 Tentative Budget Draft #3 – \$500,000 Reserve Proposal

Tentative Budget Draft #3 was presented to the Board at the September 12 Committee-of-the-Whole Finance meeting. At that time, the Board of Education requested administration to review the possibility of placing \$500,000 in "reserve" from the budgeted expenditures in the Education Fund and the Operations & Maintenance (O&M) Fund for purchased services, supplies and capital outlay. This memo is intended to respond to that proposal.

Background

The budget planning process for District 64 began January 24 with the Board's approval to prepare the budget for 2011-12 and approve the budget calendar. The District's long-range financial projections were reviewed on February 14; the Board also approved the staffing plan for 2011-12 at that time.

The Board's first review of the budget was on May 9, when tentative budget draft #1 was publicly presented and discussed; it was also posted to the financial data page of the District's website. Budget development continued as additional information was received and incorporated into tentative budget draft #2. The Board officially adopted this draft as the District's tentative budget on July 11 and set the public hearing date of September 26. Copies of this draft also were placed on display for 30 days prior to the public hearing; it was also posted to the financial data page of the website.

Through the summer, modifications were made to the budget as: new information was obtained on revenues from Cook County, the Illinois State Board of Education (ISBE), and the Illinois Department of Commerce & Economic Opportunity (DECO) for a lighting grant award; the District's fiscal year 2010-11 closing data (unaudited) became available; and staff hirings to accommodate enrollments in August were confirmed. These updates were included in tentative budget draft #3 presented on September 12; a complete list of modifications was included as Tab 1 of that budget. That budget draft also was posted to the District 64 website.

Spend Management in 2011-12 Budget

As acknowledged by Board members on September 12, District 64's culture of savings is in evidence in the many steps taken to reduce the growth of expenditures by either

eliminating expenditures or holding down cost increases. This is true on an ongoing basis and specifically for the 2011-12 budget.

From the outset, all District 64 budget makers were directed when the process began in January to hold or reduce expenditures from the prior year level.

In addition, administration has further delivered direct savings for the 2011-12 budget through rigorous spend management practices. Among those are:

- Elimination of one full-time administrator from the central office (\$185,085)
- Reduction in transportation costs for busing of regular education students through competitive bidding (\$306,578)
- Reduction in growth of employee insurance benefit costs through transfer to Northern Illinois Health Insurance Plan (NIHIP) (\$127,000)
- Reduction in growth of various insurance costs through transfer to Collective Liability Insurance Cooperative (CLIC) (\$74,291)
- Reduction of electricity costs through direct purchase agreement (\$135,499)
- Reduction of Strategic Plan year two budget request (\$75,000 reallocation, \$25,990 reduction)
- Pacing of facility master plan activities over two years and negotiation of architect fees (\$100,000)

\$500,000 Reserve Proposal

Administration believes that we have carefully prepared a budget for 2011-12 that is consistent with our commitment to spend management, as evidenced by the specific actions noted above. However, it also reflects the administration's dedication to maintaining the high quality of the educational program and services provided to the 4,300 students of District 64, and to continuous improvement in meeting our student learning goals. The challenge as always is to fulfill our educational mission while being responsible stewards of the community's financial resources.

The current proposal is directed at specific expenditure categories in two funds:

- In the Education Fund:
 - "purchased services" category pays for staff development, the food service contract, and legal fees
 - "supplies" and "capital outlay" categories pay for all instructional supplies and materials, which includes technology
- In the O&M Fund:
 - "purchased services" pays for repair and maintenance of equipment, telephones, water fees, school crossing guards, and architect and other engineering fees
 - "supplies" covers items such as natural gas, electricity, and custodial and maintenance supplies
 - "capital outlay" covers the anticipated lighting replacement program and the summer 2011 capital projects at Franklin and Carpenter schools

The administrative team met following the September 12 Board meeting to review planned expenditures in these categories and discuss the impact of reducing spending from the levels requested in the budget. Based on this review, administration believes that it would be possible to achieve an overall savings of \$500,000 from these accounts for 2011-12 using the guidelines noted below.

Once approved, the budget provides a spending plan for the year. As always, administration intends to follow the plan as closely as possible and to take these additional steps:

- Consult with individuals responsible for line items within the identified categories of the two funds to further review budgeted areas for potential savings.
- Monitor quarterly, or more frequently as needed, the line-item expenditures within the identified categories.
- Work together as an administrative team to adjust spending in these areas as required to produce the targeted savings of \$500,000 during the 2011-12 fiscal year.

In addition, administration will put in place these accountability measures:

- If unforeseen circumstances occur that prevent this goal from being reached, administration will promptly inform the Board of the specific need and the likely impact.
- Provide the Board in May/June 2012 with a breakdown of how the \$500,000 targeted savings has been achieved.

We believe these guidelines will meet the Board's objective to reduce spending by \$500,000, while providing administration with flexibility to find opportunities for savings based on real-time needs as the school year unfolds. We believe this approach also would allow administration to buffer the impact of these reductions as far as possible from student learning and critical maintenance needs at the schools.

Thank you for giving us the opportunity to provide thoughtful input into the Board's proposal.

Please feel free to contact Dr. Bender with questions prior to the special Board meeting.

Appendix 2

To: Board of Education
From: Rebecca J. Allard, Business Manager
Date: September 26, 2011
Subject: 2011-12 6th Day Enrollment Report



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

The 2011-12 6th day enrollment of 4,277 is 48 students less than last year's 6th day enrollment. Detailed information can be found on the attached pages:

- There are 27 fewer kindergarten students.
- There are 9 fewer students in grades 1 – 5.
- There are 43 fewer students at the middle schools.
- There are 4 more students at Jefferson (*pre-school special needs students*).
- There is the same number of special needs students placed outside the District.

Class sections have increased by one from the previous year:

- In kindergarten the class sections have decreased by two.
- In grades 1 – 5 the class sections have increased by four.
- The middle school will have one less homeroom section.

John D. Kasarda, PhD, consulting demographer, updated enrollment projections in December 2009, Table 53 and 54 are attached. The District has three less students than the *Series B Projection*.

Student enrollment numbers will continue to change as the new students enroll and/or withdraw from the District.

Park Ridge - Niles Community Consolidated School District 64
Enrollment Update as of August 29, 2011

	2010-11 6th Day Enrollment	2011-12 6th Day Enrollment	Pupil Difference	Section Change
<u>Elementary School</u>				
Kindergarten	415	388	(27)	(2)
1	447	453	6	1
2	439	459	20	0
3	516	452	(64)	(1)
4	500	510	10	1
5	457	503	46	3
Subtotal	2,774	2,765	(9)	4
<u>Middle School</u>				
6	492	470	(22)	(1)
7	487	485	(2)	0
8	505	486	(19)	0
Subtotal	1,484	1,441	(43)	(1)
<u>Jefferson</u>	35	39	4	
<u>Private Placements</u>	32	32	0	
Grand Total	4,325	4,277	(48)	1

District 64 - 2011-12 6th Day Enrollment - AUGUST 29, 2011

Grade Level	Carpenter	Field	Franklin	Roosevelt	Washington	Emerson	Lincoln	K-8 Total Enrollment	Jefferson **	Placed Outside District 64
Pre - School	0	0	0	0	0				39	2
KDG	21 18 20 3	19 20 20 20	4 20 14 21 16	23 19 22 22 6	21 19 20 20					
	62	79	75	92	80			388		4
1	19 20 19 19	21 21 21 20	6 15 16 18 17	23 24 24 24 23	20 20 21 21					
	77	104	72	118	82			453		1
2	22 21 22	22 22 22 22	2 5 19 22 21	21 21 20 21 21	22 22 22 23 22					
	65	110	69	104	111			459		1
3	19 18 18	22 24 23 23	1 21 21 22 22	22 23 23 22	21 21 21 21					
	55	115	87	90	105			452		1
4	18 18 18 18	25 25 25 24 24	22 22 22 19	26 26 26 25 26	26 24 26 25					
	72	123	85	129	101			510		3
5	18 19 18	24 25 24 24 25	27 26 27	24 24 21 25 23	26 26 26 26 25					
	55	122	80	117	129			503		6
6						25 26 25 26 26 27 26 26 25 26	26 28 28 27 25 26 26 26			
						258	212	470		4
7						25 25 26 25 27 25 24 26 26 24	27 26 25 27 25 25 27 24 26			
						253	232	485		7
8						28 27 26 27 28 28 27 28 28	25 26 25 25 25 23 24 20 26 20			
						247	239	486		3
Building Totals	386	653	468	650	608	758	683	4,206	39	32
Change from 2010-11 6th Day	0	9	(4)	(4)	(10)	(8)	(35)	(52)	4	0
Change from 6/10/11	(1)	4	(4)	(1)	(12)	(7)	(27)	(48)	(19)	0
*	Special needs students are included in the appropriate grade levels.									
**	Jefferson has 17 community students in the Pre-School Program who are not included in enrollment totals.									

Table 53

Enrollment Projection Assuming Future Fertility Rates Remain Constant (through 2014) and Both Turnover of Existing Housing Units and Teardowns Occur as *Currently Anticipated* through 2019–20

Community Consolidated School District 64

Series B Projection												
Grade	2009–10	2010–11	2011–12	2012–13	2013–14	2014–15	2015–16	2016–17	2017–18	2018–19	2019–20	
K	402	393	400	397	401	399	406	403	408	404	409	
1	426	443	434	441	438	442	437	444	441	446	442	
2	489	445	462	453	460	457	459	454	461	458	463	
3	483	498	454	471	462	469	466	468	463	470	467	
4	452	498	513	469	486	477	483	480	482	477	484	
5	463	458	504	519	475	492	484	490	487	489	484	
6	484	469	464	510	525	481	499	491	497	494	496	
7	510	495	480	475	521	536	492	510	502	508	505	
8	520	513	498	483	478	524	538	494	512	504	510	
K–8	4,229	4,212	4,209	4,218	4,246	4,277	4,264	4,234	4,253	4,250	4,260	
Sp. Ed.	77	71	71	71	72	72	72	72	72	72	72	
Total	4,306	4,283	4,280	4,289	4,318	4,349	4,336	4,306	4,325	4,322	4,332	

Table 54

Enrollment Projection Assuming Future Fertility Rates Remain Constant (through 2014) and Both Turnover of Existing Housing Units and Teardowns Are Greater than *Currently Anticipated* through 2019–20

Community Consolidated School District 64

Series C Projection											
Grade	2009–10	2010–11	2011–12	2012–13	2013–14	2014–15	2015–16	2016–17	2017–18	2018–19	2019–20
K	402	407	418	414	419	417	425	424	430	432	436
1	426	453	458	469	465	470	462	470	469	475	477
2	489	453	480	485	496	492	494	486	494	493	499
3	483	506	470	497	502	513	506	508	500	508	507
4	452	504	527	491	518	523	531	524	526	518	526
5	463	465	517	540	504	531	534	542	535	537	529
6	484	477	479	531	554	518	543	546	554	547	549
7	510	503	496	498	550	573	533	558	561	569	562
8	520	519	512	505	507	559	578	538	563	566	574
K–8	4,229	4,287	4,357	4,430	4,515	4,596	4,606	4,596	4,632	4,645	4,659
Sp. Ed.	77	76	77	79	80	82	82	82	82	83	83
Total	4,306	4,363	4,434	4,509	4,595	4,678	4,688	4,678	4,714	4,728	4,742

Discussion/ Approval of Facility Master Plan Goals

ACTION ITEM 11-09-2

I move that the Board of Education of Community Consolidated School District 64 approve the Facility Master Plan Goals as discussed.

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:



September 22, 2011

Philip V. Bender, Ph.D., Superintendent
Park Ridge-Niles CCSD 64
164 South Prospect Avenue
Park Ridge, IL 60068

Re: Facility Master Planning
Park Ridge-Niles CCSD 64
Park Ridge, IL
Project No. 211056.00

Dear Dr. Bender:

Per your request, the following is a list of the sample goals that were presented at the recent Roles, Goals and Controls workshop, on the evening of September 12, 2011. Please note that these goals are samples that Fanning Howey has developed over time through our experiences working with school districts across the country. These goals may not all necessarily apply to, or be all-inclusive of, the facility goals that the Board of Education may wish to establish for the Facility Master Plan Project at Park Ridge-Niles Community Consolidated School District 64.

- Design schools to support the District's educational philosophy and curriculum, aligning with the District's Strategic Plan.
- Designs will be sensitive to their setting and reflect the community's architectural style.
- Finishes and building systems will be evaluated based on lifecycle costing.
- Designs will reflect the community's desire for a non-institutional look.
- Site utilization will be carefully evaluated and developed; "Green Space" will be maximized, as much as possible.
- Designs will be energy-efficient and work to maximize natural lighting.
- Buildings will meet LEED Silver criteria.
- Buildings will have Energy Star rating.
- The Project Budget will not be exceeded.
- The process will involve the community and staff members.
- Provide facility equity among all facilities.
- Students come first in all decisions!
- Develop a realistic schedule and adhere to it. Fulfill these commitments to the community by June 2013.
- Design will have functional efficiency.

In addition to the goals listed above, Fanning Howey would like to obtain the Board of Education's approval on the global issues and major tasks to be completed. Again, the items that were presented and listed below may be modified and added to, as the Board deems necessary.

ARCHITECTURE | ENGINEERING

32 Main Street | Suite C | Park Ridge, IL 60068
847.292.1039 | fax 847.292.1021 | www.fhai.com

Dr. Philip V. Bender, Superintendent
Facility Master Planning
Park Ridge-Niles CCSD 64
Park Ridge, IL
Project No. 211056.00
September 22, 2011
Page 2

A statement of the global issues:

- Older buildings
- Funding
- Continuing to build community trust
- Providing 21st Century spaces for students
- Poor indoor air quality

An outline of the major tasks to complete:

- Strategic Plan – second year of implementation
- Physical Assessments – In progress
- Maintenance Plan
- Educational Adequacy Evaluation
- Agree to a Facility Master Plan
- Implement the Facility Master Plan: Design and Construct the Projects

Furthermore, we ask that the Board approve the designated contact points for Project communications to be both Scott Mackall (District Representative) and Keri VanSant (Fanning Howey Representative).

On behalf of the Fanning Howey Team, we thank you for this opportunity and look forward to continuing to provide Park Ridge-Niles Community Consolidated School District 64 with experienced service. If you need additional information, or have any questions, please do not hesitate to contact us.

Sincerely,

FANNING HOWEY



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

klv/jm

Park Ridge-Niles School District 64 Facility Master Plan Timeline

The list of events/tasks and associated dates directly corresponds to the Facility Master Plan Timeline distributed July 11, 2011 to the Board of Education by the District's architects, Fanning/Howey Associates, Inc.

❖ = Community engagement opportunity/Board of Education (BOE) meeting

Facility Master Plan Part I – 2011-12

- ✓ 07/2011 – 08/2011 Physical Assessments (Carpenter, Field, Emerson, Jefferson) w/Specific Initial Tasks:
 - 07/2011 Assess Structural Crack at Roosevelt Elementary
 - 07/2011 Assess Roof at Franklin Elementary
 - 07/2011 Review District Specifications for Lighting Upgrade Proposal
 - 07/2011 – 08/2011 Evaluate Mechanical/Electrical/Plumbing (MEP) Systems at Carpenter and Field Elementary
 - 07/2011 – 08/2011 Prepare Carpenter Site Concept Sketches
- ✓ 08/22/2011 **Community Engagement Meeting 1** – Present MEP Physical Assessment Findings at BOE Meeting
- ✓ 09/12/2011 **Roles, Goals and Controls Workshop** BOE Committee-of-the-Whole Meeting Monday, September 12 at Emerson Middle School (multipurpose room) 6 p.m.
- 09/2011 Capacity Study:
 - 09/2011 Review 2009 Demographic Report by John Kasarda, Ph.D.; Research additional information as necessary for complete analysis
 - 09/2011 Identify/Categorize Teaching Stations by Size and Type
 - 09/2011 Generate Capacity Study Report
- ❖ 09/26/2011 **Determine Facility Goals with BOE; Request Approval for Remaining School Physical Assessments and Preparation of Maintenance Plan**
- 09/2011 – 10/2011 **Conduct Remaining Physical Assessments Based on Board-Approval (Lincoln, Washington, Roosevelt, Franklin, Hendee ESC)**
- 10/2011 Energy Benchmarking Analysis:
 - 10/2011 Review District 2010 Energy Usage and Supply Cost Analysis by Johnson Controls; Research Additional Information as Necessary for Complete Analysis
 - 10/2011 Prepare Summary of Findings to be included in Facility Master Plan

- ❖ 10/24/2011 **Review Capacity Study with BOE**
- ❖ 11/14/2011 **Review Energy Benchmarking Analysis/Summary with BOE**
- 10/2011 – 01/2012 Develop and Refine Options for Board-Approved Facility Project Priorities
- ❖ 12/12/2011 **Review Maintenance Plan and Options for Facility Project Priorities with BOE**
- ~~❖ 01/23/2012 **Review Options for Facility Project Priorities with BOE**~~
- 01/2012 – 02/2012 Prepare First Draft of Part I of Facility Master Plan
- ❖ 03/12/2012 **Community Engagement Meeting 2** – Present Preliminary Options Based on Board-Approved Project Prioritization at BOE Meeting
- 03/2012 Incorporate Community and District Input Into Draft of Part I of Facility Master Plan
- 04/2012 – 05/2012 Prepare Final Draft of Part I of Facility Master Plan
- ❖ 05/21/2012 **Community Engagement Meeting 3** – Present Facility Master Plan, Part I to the Community at BOE Meeting

Facility Master Plan Part II* – 2012-13

- ~~▪ 07/2012 – 08/2012 **Physical Assessments of Remaining Buildings (Franklin, Lincoln, Roosevelt, Washington, ESC)**~~
- 08/2012 – 10/2012 Educational Adequacy Study:
 - 08/2012 – 09/2012 Prepare Templates from the Educational Specifications Created with District
 - 09/2012 Overlay Templates on Existing Building Floor Plans
 - 10/2012 Identify Opportunities and Constraints Throughout Each Building
 - 10/2012 Prepare Draft of the Educational Adequacy Study
- 09/2012 – 10/2012 Five-Year District-Wide Technology Plan:
 - 09/2012 Review and Incorporate Data from 2011 District Network Assessment by Peters & Associates
 - 09/2012 – 10/2012 Prepare Draft of Technology Plan
- 09/2012 – 10/2012 Energy Audit:

- 09/2012 Incorporate Information from the Energy Benchmarking Analysis Conducted in Part I
 - 09/2012 – 10/2012 Develop Energy Conservation Measures (ECMs)
 - 10/2012 Prepare Draft of Energy Audit with Recommendations
- ❖ 10/2012 **Review Technology Plan with BOE**
- ❖ 10/2012 **Review Energy Audit with BOE**
- ❖ 10/2012 **Review Educational Adequacy Assessment with BOE**
- ❖ 10/2012 **Community Engagement Meeting 1** – Present Educational, Technology and Energy Assessment Findings at BOE Meeting
- ❖ 11/2012 **Determine Facility Priorities with BOE**
 - 11/2012 – 02/2013 Develop and Refine Options for Board-Approved Facility Project Priorities
- ❖ 12/2012 **Community Engagement Meeting 2** – Present Preliminary Options Based on Board-Approved Project Prioritization at BOE Meeting
- ❖ 02/2013 **Review Options for Facility Project Priorities with BOE**
 - 02/2013 – 03/2013 Prepare First Draft of Part II of Facility Master Plan
- ❖ 03/2013 **Community Engagement Meeting 3** – Present Draft of Facility Master Plan, Part II to the Community at BOE Meeting
 - 03/2013 Incorporate Community and District Input Into Draft of Part II of Facility Master Plan
 - 04/2013 – 05/2013 Prepare Final Draft of Part II of Facility Master Plan
 - 05/2013 – 06/2013 Prepare Full Facility Master Plan, Including Parts I and II
- ❖ 06/2013 **Present Full Facility Master Plan (Parts I and II) to BOE**

** The specific review dates for items in Part II will be determined as the Board of Education sets its schedule for 2012-13 meetings.*

9-21-11

Approve Deferral of Payment of Part II Assessments and Maintenance Plan

ACTION ITEM 11-09-3

I move that the Board of Education of Community Consolidated School District 64 approve the deferment of payment of Part II assessments and maintenance plan to after July 1, 2012.

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:



September 22, 2011

Board of Education
Park Ridge-Niles CCSD 64
164 South Prospect Avenue
Park Ridge, IL 60068

Re: Facility Master Planning
Park Ridge-Niles CCSD 64
Park Ridge, IL
Project No. 211056.00

Dear Board of Education Members:

Understanding that budgets for expenditures of all types for the District are limited, Park Ridge-Niles CCSD 64 and Fanning Howey had initially divided the Facility Master Plan (FMP) into two parts. This was done to allow special attention to be given to the Scope(s) of Work described or required, and to ensure that those items/issues requiring immediate and near-term attention were addressed. Furthermore, by dividing the FMP into two parts, it allowed the District to receive a comprehensive FMP, within the limits of their expenditures for this school year, and the one to follow.

As discussed at the recent *Roles, Goals, and Controls Workshop*, and with the continuing concern being voiced from parents and other constituents, Fanning Howey recommends that our firm conduct a complete physical assessment of all District buildings, at this time. Fanning Howey is prepared to defer payment, in the amount of \$48,016, until next year (June 2012) for this portion of the Work, as indicated in the attached breakdown. This Scope of Work would include the physical assessments of Washington Elementary School, Lincoln Middle School, Franklin Elementary School, Roosevelt Elementary School, and the Hendee Educational Service Center, which had all originally been designated for review in Part II of the FMP. Upon review of the physical assessment findings, and in conjunction with the review of the completed Health/Life Safety Survey items, Fanning Howey would then produce a detailed Maintenance Plan. This Maintenance Plan would itemize Project priorities based solely on facility maintenance needs, and would be made available in December, 2011, to allow for proper planning related to potential summer 2012 Projects. Although our preference would be to compile the information from the physical assessment findings, and include it with the other items previously outlined in the Facility Master Plan, we understand that the District could benefit from a report of this nature at an earlier time. Thus, by conducting a physical analysis of all District buildings now, we can better determine and recommend facility maintenance improvement options for your review and consideration.

Board of Education
Facility Master Plan
Park Ridge-Niles CCSD 64
Park Ridge, IL
Project No. 211056.00
September 22, 2011
Page 2

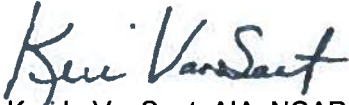
Fanning Howey requests that the Board of Education review and consider this offer in order to appease the community's concerns for having a complete list of maintenance options, from which future Projects can be properly prioritized, as they relate to facility maintenance improvements. Again, please note that this list of options for Part I would only be based on our physical assessments, with the incorporation of the District's most recent Health/Life Safety Survey. It will not include recommendations with regard to the items that will be conducted in Part II of the Facility Master Plan (Educational Adequacy, Energy Audits, etc.).

Upon receiving approval by the Board, Fanning Howey will proceed with the physical assessments of the remaining District facilities, and work to develop a list of maintenance items for further review and consideration.

On behalf of the Fanning Howey Team, we thank you for this opportunity, and look forward to continuing to provide Park Ridge-Niles Community Consolidated School District 64 with experienced service. If you need additional information, or have any questions, please do not hesitate to contact us.

Sincerely,

FANNING HOWEY



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

klv/cdj/gmk/bc

attachments

Park Ridge-Niles CCSD 64 Projects: Facility Master Planning Components

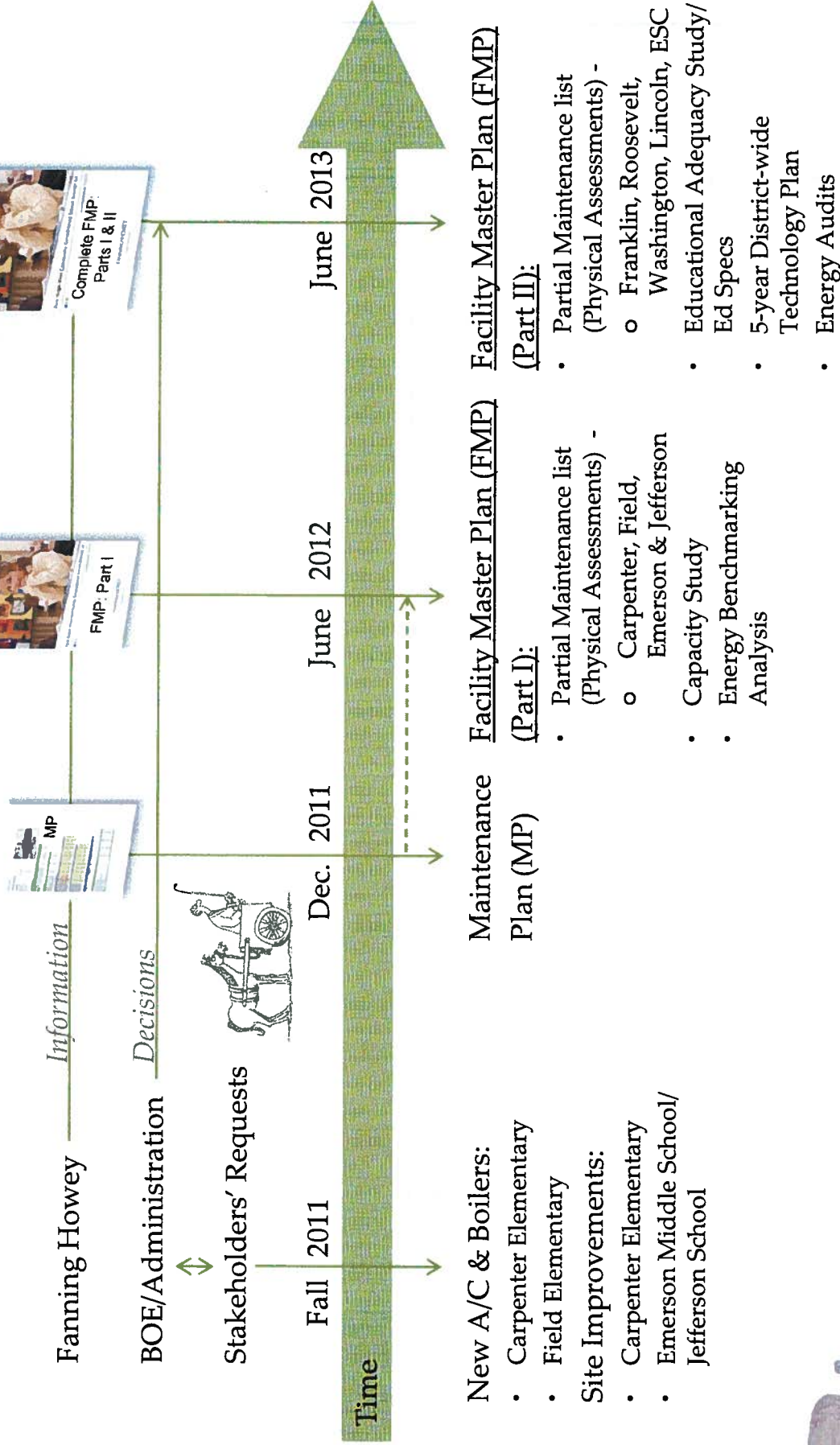
	Request of Original Proposed Services	Hours	Actual FMP - Part I		Deferred Payment	Deferred Hours
			Contract Amount	Contract Hours		
1. Physical Assessment of Existing Buildings (includes maintenance plan)		470	\$64,480	320	\$30,360	150
Architectural						
Structural						
Mechanical/Plumbing						
Electrical						
Site						
2. Educational Adequacy Study (educational buildings only)		577	\$9,708	72	\$0	
Educational Specifications (for each grade configuration)						
Educational Audit and Building Overlays						
3. Energy Benchmarking		159	\$0	0	\$0	
Energy Benchmarking (all buildings)						
4. Technology Assessment of Existing Buildings		114	\$0	0	\$0	
Technology Audit						
5. Five Year District wide Technology Plan		83	\$0	0	\$0	
Technology Plan						
6. Energy Audit		544	\$0	0	\$0	
Energy Audit (all buildings)						
7. Community Engagement		288	\$11,454	73	\$0	
Community Meetings (6 meetings)						
8. Facility Master Plan (includes District Administration meetings, building options, opinion of probable cost, plans & final FMP document, does not include community meetings)		444	\$14,358	94	\$17,656	117
Facility Master Plan						
Total Fee (for all Services listed above)			\$100,000	559	\$48,016	267
					= 1/3 of \$52,967 = 1/3 of 350	

ARCHITECTURE | ENGINEERING

32 Main St. | Suite C | Park Ridge, IL 60068

847.292.1099 | fax 847.292.1021 | www.fhai.com

Pressures & Expectations



[Return to Schedule](#)

FANNING HOWEY

Discussion of Board Committees

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

Board of Education Agenda
Regular Board Meeting
Monday, October 24, 2011
Washington Elementary School
1500 Stewart Avenue

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

Monday, October 24, 2011

TIME

APPENDIX

7:30 p.m.	Meeting of the Board Convenes		
	• Roll Call		
	• Introductions		
	• Opening Remarks from President of the Board		
	• Public Comments		
	• Report on Student Achievement		A-1
	-- Assistant Superintendent for Student Learning		
	• Technology Coaches Presentation		A-2
	-- Director of Technology / Technology Coaches		
	• Review of Capacity Study (Facility Master Plan)		A-3
	-- Fanning Howey		
	• Discussion on Community Finance Committee (CFC)		A-4
	-- Board of Education President		
	• Consent Agenda	Action Item 11-10-1	A-5
	-- Board President		
	• Personnel Report		
	• Bills and Payroll		
	• Approval of Financial Update for the Period Ending September 30, 2011		
	• Destruction Audio Closed Minutes		
	• Approval of Minutes	Action Item 11-10-2	A-6
	-- Board President		
	• Regular Meeting Minutes.....September 26, 2011		
	• Committee-of-the-Whole.....October 17, 2011		
	• Other Items of Information		A-7
	-- Superintendent		
	• Upcoming Agenda		
	• Memorandum of Information		
	- Update on 2010 Cook County Levy		

- Minutes of Board Committees
 - Wellness Meeting Minutes of September 20, 2011
- Other (none)

• **Adjournment**

Next Meeting: **Monday, November 14, 2011**
 6:30 p.m. - Committee-of-the-Whole: Finance
 Carpenter Elementary School
 300 N Hamlin Avenue
 Park Ridge, IL 60068

November 14, 2011 - Carpenter

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

- Presentation – Township Treasurer
- Discussion on Tax 2011 Proposed Tax Levy

Regular Board Meeting – 7:30 p.m.

- Resolution to Approve 2011 Proposed Tax Levy
- Review of Energy Benchmarking Analysis/Summary with BOE (Facility Master Plan)
- Presentation and Approval of Summer Interim Session 2012 Dates & Fees
- Summer Interim Session 2011
- Approval of October Financials
- Tour of Carpenter School Auditorium

December 12, 2011

Public Hearing on Levy – 7:20 p.m.

Regular Board Meeting – 7:30 p.m.

- Adoption of Final 2011 Levy
- Strategic Plan Progress Report
- Approval of November Financials

January 23, 2012 - Jefferson

Regular Board Meeting – 7:30 p.m.

- Approval of December Financials

TBD

- Present Final Calendar for 2012-13 & Tentative Calendars for 2013-14 & 2014-15
- Acceptance of Roosevelt PTO Gift
- Discussion of Board Communication Strategies
- Audit Report FY11
- Approval of Bid for Snow Removal

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.

Tuesday, August 30, 2011 12:08 PM

Subject: FW: FOIA request**Date:** Tuesday, August 30, 2011 11:38 AM**From:** Bernadette Tramm <BTramm@D64.ORG>**To:** Madelyn Wsol <mwsol@d64.org>

----- Forwarded Message

From: Charlene Foss <booklover922004@yahoo.com>**Date:** Tue, 30 Aug 2011 11:36:10 -0500**To:** Bernadette Tramm <btramm@d64.org>**Cc:** <booklover922004@yahoo.com>**Subject:** FOIA request**VIA EMAIL**

Park Ridge-Niles School District 64
Hendee Educational Service Center
164 South Prospect Avenue
Park Ridge, IL 60068-4000

August 30, 2011

Re: Illinois Freedom of Information Act Request

Dear Ms. Bernadette Tramm:

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140.

I request a copy of the audio tape from all public portions of the School District 64 Board of Education meeting on July 11, 2011, if available. If a copy cannot easily be made and sent via USPS, I am willing to come in and inspect/listen to the tape at your offices.

I request a waiver of all fees for this request. Disclosure of the requested information to me is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the school district and is not due to any commercial interest.

I look forward to hearing from you in writing within seven working days, as required by the Act. 5 ILCS 140(3).

Sincerely,

Charlene Foss-Eggemann

1117 S. Harrison St.

Park Ridge, IL 60068

booklover922004@yahoo.com <<http://us.mc1612.mail.yahoo.com/mc/compose?to=booklover922004@yahoo.com>>

----- End of Forwarded Message

RECEIVED

SEP 07 2011

BOARD OF EDUCATION
DISTRICT 64

Bill Baty
1913 Des Plaines Ave.
Park Ridge, IL 60068-3709

September 6, 2011

Dear Freedom of Information Act Officers:

I am submitting a request for information from District 64 with the attached form which was copied from the district's sample form available on-line.

As noted in the form, the request is as follows:

Copies of all paper and electronic correspondence and forms, including voice mails, that occurred between Mr. James Morrison and Dr. Sandra Stringer from the dates of August 17, 2011 through August 24, 2011 inclusive.

In particular, these documents and recordings are requested to shed light upon the employment decisions made at Emerson Middle School during this time frame in regards to fair employment based upon age, sex, race, and marital status.

Thank you for your cooperation in providing documentation according to the stipulations under the Illinois Freedom of Information Act.

Sincerely,

A handwritten signature in black ink that reads "Bill Baty". The signature is written in a cursive, slightly stylized font.

Bill Baty



RECEIVED

SEP 13 2011

BOARD OF EDUCATION DISTRICT 64

September 6, 2011

Chester E. Finn, Jr.
President

Michael J. Petrilli
Executive Vice President

Terence R. Ryan
Vice President for
Ohio Programs & Policy

Trustees
David P. Driscoll
Chester E. Finn, Jr.
Thomas A. Holton
Michael W. Kelly
Craig Kennedy
Rod Paige
David H. Ponitz
Caprice Young

Trustees Emeritus
Chester E. Finn
(1918-2007)
Bruce Kovner
Bruno V. Manno
Diane Ravitch

www.edexcellence.net

1016 16th Street, NW, 8th flr
Washington, DC 20036
Telephone (202) 223-5452
fax (202) 223-9226

400 East Fifth Street, Suite C
Dayton, Ohio 45402
Telephone (937) 227-3368
Fax (937) 661-3338

37 W Broad Street, Suite 400
Columbus, Ohio 43215
Telephone (614) 223-1580
Fax (614) 223-1494

Dear Superintendent,

We are requesting your participation in a research effort through the Freedom of Information Act. We did request this information voluntarily on July 11, 2011, but did not receive a response. If you have already responded, please disregard this request. Your involvement will help your district, as well as many others. This research is being conducted by The Thomas B. Fordham Institute, an educational research organization dedicated to improving our nation's K-12 schools. Please be assured that **your information will be averaged and will not be identified by specific school district name.**

We request the following information from the 2010-2011 school year:

1. The number of special education students attending out-of-district placements, including special education collaborative programs.
2. The total number of Full Time Equivalent (FTE) special education teachers in the district, and the number who spend most of their day in in-district substantially separate classrooms.
3. The total number of Full Time Equivalent (FTE) special education paraprofessionals in the district, and the number who spend most of their day in in-district substantially separate programs.
4. The number of students served in in-district substantially separate programs.
5. The number of Full Time Equivalent (FTE) staff from all funding sources who are employed in the district as occupational therapists, speech and language therapists, and physical therapists or therapist assistants. Please list each type of therapist separately.
6. The dollars budgeted, if any, for subcontracted occupational therapists, speech and language therapists, and physical therapists (and therapist assistants) for the 2010-2011 school year. Please list each type of therapist separately.

This information can be provided in two ways. If you wish, the information can be entered on the paper form attached to this letter and then mailed or faxed to us, or it can be entered online at: <http://tinyurl.com/FordhamRequest>. A copy of the final report will be sent to all districts that submit their information online.

Thank you for your cooperation and timely response to this request, as required by the Freedom of Information Act. This study will likely make a significant contribution to the public understanding of school finances in special education. Please do not hesitate to contact us with questions or concerns; an email address and telephone number are below.

Thank you for your participation in this research.

Sincerely,

The Thomas B. Fordham Institute
1016 16th St, NW, 8th Floor
Washington, DC 20036
Telephone (202) 223-1816
Fax (202) 223-9226
Email: FordhamRequest@edexcellence.net



Special Education Information Request

District Name: _____ State: _____
Submitted By: _____ Date: _____

QUESTIONS?

Please call: (202) 223-2816

or email:

FORDHAMREQUEST@EDEXCELLENCE.NET

Please feel free to use the summary form below. You may also submit your information online at:
<http://tinyurl.com/FordhamRequest> Districts that supply their information online will receive a copy of the final report.
Thank you for your participation. *Please note that all data is for the 2010-2011 school year.*

1. What is the number of special education students attending out of district placements, including special education collaborative programs?

(Out of district placement refers to a child being placed in a special education program outside of his/her school system; the school district is responsible for paying the costs associated with this placement. This does not include magnet schools or charter schools.)

2. What is the total number Full Time Equivalent (FTE) special education teachers?

Do not include related service therapists, school psychologists, administrators, or staff that provide mostly testing and evaluation service.

3. How many of the above teachers spend most of their day working in in-district substantially separate classrooms?

(Substantially separate programs are designed to meet the needs of students who cannot spend a significant portion of their day in the general education setting.)

4. What is the total number of Full Time Equivalent (FTE) special education paraprofessionals in the district?

5. How many of the above paraprofessionals spend most of their day working in in-district substantially separate special education programs?

6. What is the number of students in in-district substantially separate programs?

7. For each type of therapist, please provide the following:

- The number of FTE staff (employees of the district) from all funding sources, including IDEA grants, etc.
- The dollar amount budgeted for subcontracted therapists (not employees of the district).
- Please include therapist assistants in your FTE counts and budget numbers.

	<u>FTE Staff (employees of the district) from all funding sources</u>	<u>Budget for subcontracted therapists (not employees of the district)</u>
Speech & language therapists	_____	_____
Occupational therapists	_____	_____
Physical therapists	_____	_____

PLEASE FAX THIS FORM TO: (202) 223-9226 BY OCTOBER 10, 2011

THANK YOU!

September 13, 2011

Dr. Philip Bender
Park Ridge Community Consolidated School District 64
164 S Prospect Ave
Park Ridge, IL

RECEIVED

SEP 14 2011

**BOARD OF EDUCATION
DISTRICT 64**

RE: Freedom of Information Act Request

Dear Dr. Bender:

Pursuant to the Illinois Freedom of Information Act 5 ILCS 140/1, I am formally requesting copies of the following information:

- 1.) Bid specifications for most recent Student Transportation contract(s) held by successful bidder(s). This includes regular education, special education and extracurricular activities.
- 2.) Most recent Student Transportation contract(s) awarded to successful bidder(s). This includes regular education, special education and extracurricular activities. Please note when these contracts expire, not including optional extensions.
- 3.) A list of all bus companies that submitted bids for most recent student transportation contracts. This includes regular education, special education and extracurricular activities.
- 4.) Lists of all certified employees from the bus company(s).
- 5.) Any and all contract violations by the bus company(s).
- 6.) Any and all accident records for the bus company(s).

I prefer electronic copies of all documents to be sent to jschaefer197@yahoo.com however, if you must send hard copies please note that our office only accepts union postal carriers, including the United States Postal Service and UPS. Please do not send any information via Fed Ex.

I am aware that I may be charged a reasonable fee for the cost of these copies. Should this fee exceed \$50.00 please contact me so that I may review and select the records I need copied. I can be reached at:

Jennifer Schaefer
7827 Ogden Avenue
Lyons, IL 60534
Phone (202) 321-2532
Fax (708) 777-1082

Respectfully,

Jennifer Schaefer

TO: Members of the Board of Education

FROM: Scott Mackall, Director of Facility Management

DATE: September 26, 2011

RE: Construction Update at Carpenter and Franklin Schools.

Carpenter Construction Update

September 26, 2011

The District is in the last phase of the project. The contractor is in the final stage of landscaping the rain garden and installing the sod. These items are scheduled to be completed on or before September 28, 2011. The handrails are due in on October 4th and will be installed shortly after that date. The contractor has completed all inside work, while the District staff has a few items to complete. These items include painting the stage area, beams and ceiling along with installing the flooring (to be done by Touch of Beauty). The District will have all items completed the first week of October. We are still waiting for the flooring to arrive that is scheduled on September 30, 2011.

Franklin Construction Update

September 26, 2011

As you will see tonight during the tour, the District has completed the project with only a few minor items to be addressed. We have had two shipments of parking lot lights damaged during shipping, we anticipate the last three to come in on October 4th and they will be installed shortly afterwards. On October 10th the excavator will be on-site to touch up manhole covers. We have some conflicting reports regarding the concrete walkway that we need to confirm. I will keep you informed of the results. This may require some extra work not at the Districts cost.

Both projects have delivered on their expectations and will serve as sound investments for Community Consolidated School District 64 for many years to come.

District Summer Work

The Custodial staff did an outstanding job in preparing the schools for opening day. All buildings were clean and organized for the start of school. While all staff did excellent work we want to thank Washington and Lincoln's staff for their dedication to making sure those buildings were ready with the added challenge of Summer School.

The Maintenance staff kept themselves busy this summer with grounds upkeep as well as 490-work requests. These work requests ranged from building and installing new bookshelves in the first grade classrooms at Washington School to installing coat hangers at Lincoln. The painter had 26 work requests that included classrooms, school offices, washrooms, building signs, outside entrance's and one flagpole.

The Facility Management Department also replaced entrance doors at Lincoln and Washington Schools as well multiple roof and H.V.A.C. repairs and maintenance.

Installation of an attic fan was completed at Field while modifications were made to an attic fan at Carpenter. I would be remiss if we did thank our summer help for all that they contributed to the cause. This is a program that truly benefits not only the District it is also a valuable life experience for the people in the program. (Project based learning).


Thank you for all the support the Board of Education provides to my staff it is appreciated more than you know.

MEMORANDUM OF INFORMATION

#008

2011-12

To: Board of Education

From: Rebecca Allard 
Business Manager

Date: September 26, 2011

Subject: Administrative Compensation Reporting Act

P.A. 96-0434 signed by Governor Quinn in August 2009, requires a school district to post on its web page an itemized salary compensation report for school personnel holding a Type 75 Administrative certificate and serving in an administrative position. The posting must occur by October 1 of each year.

The attached worksheet will be posted on the Park Ridge-Niles Community Consolidated School District 64 web page by October 1.

Park Ridge - Niles School
2011-12 Administrative Compensation Report PA 96-043

Position	Employee Name	2011-12 Base Salary*	Other Comp**	Vacation Pay	Doctoral Stipend	Tax Shelter Annuities	Fringe Benefit Allowance	Salary Prior to Board Paid TRS	Board Paid TRS	TRS Creditable Earnings***	Car / Travel Allowance	Communication Allowance	Health Insurance	Dental Insurance	Life Insurance	Long Term Disability
Superintendent	Phillip Bender	\$189,625	-	\$5,105	-	-	-	\$194,730	\$20,204	\$214,934	\$9,600	\$1,320	\$9,387	\$354	\$418	\$559
Business Manager	Rebecca Allard	\$147,088	-	\$3,960	-	-	\$22,961	\$174,009	\$18,054	\$192,062	\$1,188	\$1,320	-	-	\$146	\$499
Emerson Asst Principal	Tim Benka	\$108,173	-	\$2,912	-	\$4,000	\$22,961	\$138,047	\$14,323	\$152,369	\$528	\$1,320	-	-	\$146	\$396
Assistant Superintendent -	Diane Betts	\$154,633	-	\$4,163	-	\$1,000	\$22,961	\$182,757	\$18,962	\$201,719	\$1,188	\$1,320	-	-	\$146	\$524
Curriculum	Terri Bresnahan	\$102,500	-	-	-	-	-	\$102,500	\$10,635	\$113,135	\$1,188	\$1,320	\$14,838	\$1,098	\$146	\$294
Director of Technology	Marcy Canel	\$120,438	-	\$3,243	\$1,292	-	-	\$124,972	\$12,966	\$137,938	\$528	\$1,320	\$7,083	\$354	\$146	\$359
Carpetier Principal	Kevin Dwyer	\$120,822	-	\$3,253	\$1,292	-	-	\$125,367	\$13,007	\$138,374	\$528	\$1,320	\$22,007	\$1,098	\$146	\$360
Roosevelt Principal	James Even	\$120,000	-	\$3,231	-	-	-	\$123,231	\$12,786	\$136,016	\$1,188	\$1,320	\$7,083	\$354	\$146	\$354
Director of Pupil Services	Tim Gleason	\$98,793	-	\$2,660	-	-	\$2,660	\$101,452	\$10,526	\$111,978	\$528	\$1,320	-	-	\$146	\$291
Lincoln Asst Principal	Katherine Kelly	\$73,544	-	-	-	-	-	\$73,544	\$7,630	\$81,174	\$480	\$1,100	\$15,540	\$684	\$146	\$211
Field Asst Principal	Leslie Lapping	\$102,375	-	\$2,756	-	-	-	\$105,131	\$10,908	\$116,039	\$528	\$1,320	\$10,361	\$684	\$146	\$302
Coordinator of Extended Day and	Joel Martin	\$117,875	-	-	-	-	-	\$117,875	\$12,230	\$130,105	\$528	\$1,320	\$22,007	\$1,098	\$146	\$338
Pre-School Services	James Morrison	\$122,800	-	\$3,306	-	-	-	\$126,106	\$13,084	\$139,190	\$528	\$1,320	\$9,384	\$354	\$146	\$362
Emerson Principal	Kim Nasshan	\$131,814	-	\$3,549	-	\$1,000	\$22,961	\$159,324	\$16,530	\$175,854	\$528	\$1,320	-	-	\$146	\$457
Washington Principal	Daniel Ophus	\$73,544	-	-	-	-	-	\$73,544	\$7,630	\$81,174	\$480	\$1,100	\$22,007	\$1,098	\$146	\$211
Washington Asst Principal	Kevin A. Petrolino	\$83,190	\$27,500	-	-	-	-	\$110,690	\$11,484	\$122,174	\$480	\$1,100	\$22,007	\$1,098	\$146	\$245
Roosevelt Asst Principal	Sandra Stringer	\$154,633	-	\$1,189	\$1,292	\$4,000	\$22,961	\$184,075	\$19,098	\$203,174	\$1,188	\$1,320	\$7,083	\$354	\$146	\$528
Assistant Superintendent - HR	Susan Walsh	\$117,000	-	-	-	-	-	\$117,000	\$12,139	\$129,139	\$528	\$1,320	-	-	\$146	\$336
Field Principal	Daniel Walsh	\$131,814	-	\$3,549	-	\$1,000	\$22,961	\$159,324	\$16,530	\$175,854	\$528	\$1,320	-	-	\$146	\$457
Franklin Principal																

*Base Salary includes retirement incentive if applicable.

**Estimated amount for Jefferson Extended Day Program; amount is paid on an hourly basis.


***TRS Creditable Earnings includes base salary, other compensation, vacation pay, doctoral stipend, tax shelter annuities, fringe benefit allowance and board paid TRS.

MEMORANDUM OF INFORMATION

#009

2011-12

To: Board of Education
Philip Bender, Superintendent

From: Rebecca Allard, Business Manager 

Subject: Response to Anthony Borrelli, Board Member Question: Feasibility of Charging Parents the On-line Fee for Middle School Lunch Payments

Date: September 26, 2011

The attached chart identifies the workflow for the collection of monies for middle school lunches. The chart presents information for the following three options:

- Option 1 – Collection of money through the RevTrak System
- Option 2 – Collection of money through cash or checks
- Option 3 – Collection of money through the Meal Time Money Collector (new)

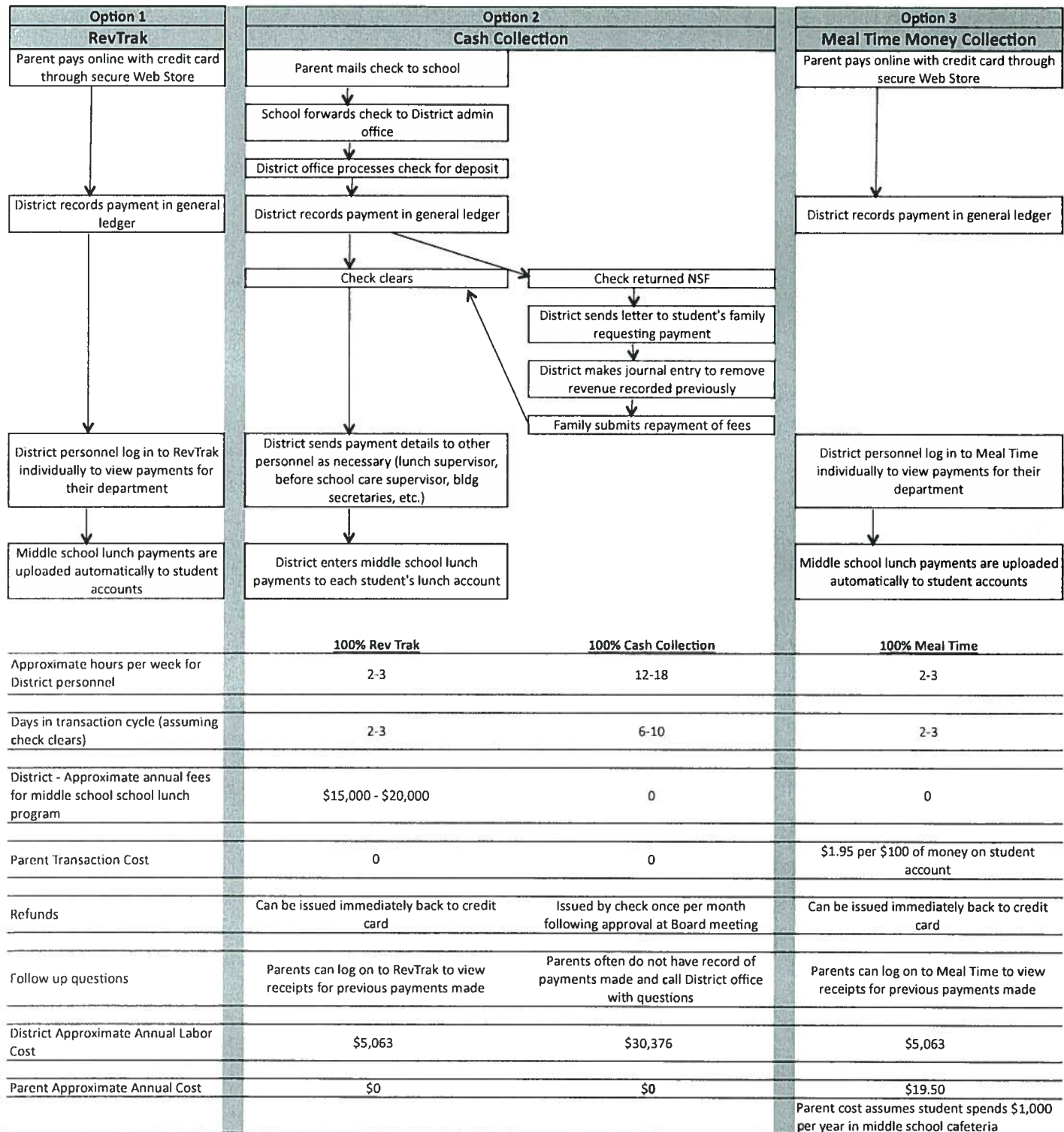
Options one and three are the most efficient, when considering the District 64 cost impact, manner in the collection of money for the middle school lunch program. The difference between Option 1 and Option 3 are who pays the transactional cost. In Option 1 District 64 incurs the transaction cost and in Option 3 the parent incurs the transaction cost.


Option 2 is the most costly, when considering the District 64 cost impact.

Currently the District is offering a hybrid system of Option 1 and Option 2. The average daily lunch receipts are \$2,000. The RevTrak system accounts for eighty percent of all funds collected. The RevTrak collection rate may be over-stated at this point because of the amount of funds that were collected prior to the change in procedures per Board direction.

Option 3 is a viable alternative to the District incurring the transaction cost of collection middle school lunch fees online. Under Option 3 the parent pays a transaction cost of \$1.95 per \$100 of lunch money applied to a student account. This option also allows parents direct access to the student purchasing habits. Under the RevTrak system a parent must ask District personnel for the information. The drawback to this option is a middle school parent would pay the lunch money under Meal Time money collector and pay student fees under RevTrak.

Attachments:
Work Flow-chart
Original Board Memorandum



To: Board of Education
From: Bruce Martin 
Date: July 14, 2008
Subject: Online Payment System

As of June 9, 2008, District 64 began offering a convenient, on-line payment option for a variety of student fees for the 2008-09 school year. Initial feedback from parents has been very positive. This memo provides background information and an introduction to some of the features of the payment system. A more detailed analysis of the impact of the online option will be provided at a future Board meeting when the system is fully in place.

Background

One of the Business Office's goals has been to become more efficient in processing fee payments and to make it easier for parents to pay student fees on a timely basis. The last significant change was the addition of credit card payments in 1994. In addition, the Business Office also was tasked to transition the elementary lunch paid supervision program to District 64 operation, which has added a significant annual revenue stream into the mix.

In February, a committee was formed to evaluate the benefits of creating an online payment system. Members of the working group included: Sharon Fyke, District accountant; Natalie Blachut and Michele Nidea, lunch program; Public Information Coordinator Bernadette Tramm; Director of Technology Planning & Assessments Larry Sorensen; and Janice Santos, District technologist. Based on our research, District 64 selected RevTrak as its vendor to provide Web store services based on its experience, resources and references with other school districts.

The committee met through the spring to develop the protocols needed to design and launch the new Web store. It was quickly decided to do a phased roll-out, with the elementary school fees to be completed first and made available coincident with the close of the 2007-08 school year. The second phase will be launched this fall and will include the middle school student fees and the childcare program. A final phase later this school year will include field trips, other school trips, and miscellaneous programs in which fees are assessed.

Features

To open the Web store, a new page ("Pay Student Fees") was added to the District 64 Web site. Although the District is hopeful that the online system will eventually capture a very high volume of payments, paper forms must remain

available. Therefore, a complete set of new paper forms also was created to promote the on-line payment option and to standardize the presentation of all District 64 fees (student, lunch, etc.) In addition, we have worked closely with RevTrak to establish the Web store itself, including the detailed fee descriptions and other information that must accompany each "item."

Currently, 17 items are available including:

- Elementary (kindergarten/ early childhood or grades 1-5)
- Bus (for paid service or cold weather pass)
- Before school supervision (full-time or occasional pass)
- Lunch supervision and optional milk service

The store is designed to allow collection of both payment-in-full as well as installment payments using either Visa or MasterCard. In addition, the on-line site will accept bank debit cards, which the District cannot otherwise process.

To access the site, parents must use their student's name and ID number. That information was provided individually for each student and distributed in the end-of-year packets at the elementary schools.

Financial Impact

District 64 will continue to absorb a credit card fee for charges, as it would whether the charges are processed at our offices or via the on-line site. In addition, RevTrak adds a per-transaction fee of 33¢ and a monthly fee of \$89.95 for the Web store site. The services provided by RevTrak include: software, help desk, training, and a merchant account that allows payments to be directly deposited into the District's bank account. We believe that some or all of the fees will be offset by more efficient processing of payments, greater internal controls, and earlier availability of funds. The District also will benefit from the enhanced goodwill of parents who requested the on-line alternative.

In addition, we have been able to streamline paperwork associated with the lunch supervision program by combining payment and other information collected from RevTrak onto our PowerSchool student database.

RevTrak has been very supportive in our endeavors thus far, and we expect to continue this close cooperation as we prepare to launch the middle school fees this fall and evaluate other opportunities to utilize this popular, new tool.

To: Board of Education

From: John Heyde

Date: September 26, 2011

Subject: Community Finance Committee

We expect to have an update on the work of the Community Finance Committee at the October 24, 2011 meeting. In advance of that meeting, this memo is intended to provide some background information that will be helpful in considering the October update.

Background on the Community Finance Committee

The Community Finance Committee (CFC) has provided advice to the Board of Education on financial issues since 2006. The CFC is a committee created by the Board. The Superintendent is the chair of the committee, and committee members have come from a variety of stakeholder groups interested in the District, including parents, community members without children in the District, teachers, and administrators. In naming members to the CFC, the District has traditionally balanced the membership among schools and stakeholder groups, and the District has especially sought members with financial or business expertise. The result has been a balanced, dynamic group of people who have provided the District with analysis and advice on a wide range of financial issues.

Because of the importance of the CFC's work, two Board members at a time have served as liaisons to the CFC. Tony Borrelli and Eric Uhlig are the Board's current liaisons to the CFC.

The CFC originally divided itself into three study groups addressing the District's "financial structure," spend management (cost control), and communications. Each group had a group leader who coordinated the work of his or her study group and participated in a steering committee, along with the superintendent, business manager, public information coordinator, and the Board liaisons, to guide the CFC as a whole.

The spend management study group has analyzed vendor and purchase information for several school years to identify trends and target recommendations for "smarter purchasing" in the District. Past spend management recommendations have led to the rebidding of many of the District's professional services, including legal and accounting services. The recent rebidding of school bus transportation services is also the result of a spend management recommendation. The spend management study group also led a significant review of student fees in 2008-09.

The financial structure study group analyzed macro trends in the District's revenues and expenditures during a period of deficit spending prior to the 2007 referendum and evaluated several options to make the District's finances sustainable on a long-term basis. Ultimately, the financial study group recommended that the District seek a tax rate referendum, a recommendation the Board accepted and the voters approved in April 2007. The financial

structure study group also concluded that the District's finances were – and, even after a referendum, would remain – cyclical, meaning that the District's fund balance would raise after the referendum, then reach a high point, and then begin to drop again until, at some point in the future, the District would have to consider another referendum or other measures to keep its finances sustainable.

As a tool to analyze the District's finances, the financial structure study group developed a long-term (10-15 years) financial model. The study group used this tool to review the District's own financial model and engage in discussions about the right assumptions and other financial variables to use in long-term forecasts. In 2010, the District switched to its current long-term financial model, based on a template created by the StratPlan firm, and the financial structure study group conducted a focused review of the new StratPlan model.

The communications study group has provided a number of recommendations to the District on ways to communicate with the Park Ridge-Niles community about the District's finances and make the District's finances more transparent. In addition, the communications study group has taken the lead in preparing an "Education Finance Fact Book," which appears on the District's website. CFC members wrote numerous chapters for the Fact Book. Many of these chapters were completed in the 2006-2008 timeframe and are in need of an update.

CFC's 2009-10 and 2010-11 Activities

Following a November 2009 report from the financial structure study group, the Board asked the CFC for recommendations on ideas or projects that merited additional study and follow-up work. The CFC responded with a list of six recommended projects:

1. Examine the District's staffing approach for non-classroom (primarily ESC) positions;
2. Explore cooperatives and other vehicles for controlling the cost of employee benefits;
3. Investigate alternative models of providing special education services;
4. Examine additional areas of expense, including energy, professional services, transportation, and technology;
5. Investigate the feasibility of creating alternative income streams; and
6. Assist the District in monitoring the property tax environment, including variables such as Equalized Assessed Valuation, new property growth, and refunds.

In February 2010, the Board approved the second, fourth, fifth, and sixth projects, and the Board requested additional information from the Administration on the first and third projects. Ultimately, the District retained a consultant who examined ESC staffing in fall 2010. The Board tabled the third project after a series of briefings from Administration for Board members and CFC members, on the ground that the legal mandates surrounding special education made it unlikely that the District would identify ways to reduce costs significantly while keeping the same level of service for children with special education needs.

The CFC made substantial progress on these projects in spring and summer 2010, and project teams presented reports to the CFC steering committee and full CFC in August and October 2010 on:

- A potential alumni giving model as an additional revenue stream;
- Analysis of the District's StratPlan model for long-term financial projections; and
- Update on property tax environmental reporting.

Following this point, the CFC has grappled with the retirement of Craig Elderkin, a longtime study group leader, from CFC work and the untimely death of spend management study group leader Kent Bergren. Paul Sheehan, a longtime member of the CFC, stepped up and volunteered to host a series of meetings to reach out to potential new CFC members and review topics for CFC activities so that a priority list can be developed for administration input and eventual Board approval.

In the next few weeks, the CFC steering committee will consider the potential topics for this priority list, and a set of topics likely will be brought to the Board for approval at the October 24 meeting.

In addition to approving new project topics for the CFC, the CFC steering committee and, ultimately, the Board will also need to discuss and adopt a plan to reinvigorate the CFC by adding new members. The CFC steering committee will propose a plan to accomplish this at the same time the topics are brought to the Board for approval.

J.M.H.

**PARK RIDGE-NILES SCHOOL DISTRICT 64
TRAFFIC SAFETY COMMITTEE**

Minutes of the meeting
held at 4:00 p.m. Tuesday, August 16, 2011
Franklin School, 2401 Manor Lane, Park Ridge, IL 60068

Attendees:

Dan Collins, Board of Education Member
Dr. Philip Bender, Superintendent
Chief Frank Kaminski, Park Ridge Police
Cmdr. Bill Polka, Park Ridge Police
Ofc. Jon Moehrlin, Park Ridge Police
Ofc. Kathy Shaughnessy, Park Ridge Police
Deputy Chief Jeff Sorensen, Park Ridge Fire
Sgt. Robert Tornabene, Niles Police
Div. Cmdr. Joseph Penze, Niles Police
Dr. Marcy Canel, Carpenter School Principal
Kathy Jozwiak, Carpenter School PTO
Susan Walsh, Field School Principal
Katie Kelly, Field School Assistant Principal
Jane Everett, Field School staff
Marvin Bornschlegl, Field School PTO
Dan Walsh, Franklin School Principal
Dan Ophus, Washington School Assistant Principal
Leslye Lapping, Jefferson School Coordinator of Extended Day & Preschool Services
Jim Morrison, Emerson Middle School Principal
Tim Gleason, Lincoln Middle School Assistant Principal
Dr. Kevin Dwyer, Roosevelt School Principal
Jodi Fabian, Roosevelt School PTO
Scott Mackall, Director of Facility Management
Bernadette Tramm, Public Information Coordinator

Superintendent Bender called the meeting to order at 4:04 p.m. and welcomed everyone to the first meeting of the 2011-12 school year.

Village of Niles Police Report

Sgt. Tornabene announced that police would be out in force during the first week of school distributing reminder flyers about laws concerning texting while driving, cell phone use in school zones, and seat belt use. The effort will be focused at intersection of Oakton Street & Cumberland Avenue when cars are stopped for the light, and also at the Emerson School entrance. Sgt. Tornabene said they would provide extra assistance with traffic along Greendale Avenue and the school driveway area at the beginning of school. He also noted that safe walking routes had been reviewed and sent to Mr. Mackall's office as requested.

City of Park Ridge Reports

■ **Police**

Ofc. Moehrlin reported a similar focus during the first week of school regarding cell phones and texting, and that police will use the moveable electronic sign and place notices on the cable TV channel, too. The strategy will be to rotate to each school the first week to raise awareness, and then return the second week to begin enforcement.

ACTION: Police will coordinate on a reminder flyer on cell phone/texting with Ms. Tramm for the school newsletters.

Regarding walking to school:

- Chief Kaminski noted the crossing guards should all be in place for the start of school.
- Cmdr. Polka reported that the safe walking routes had all been reviewed, and provided current marked copies to Mr. Mackall to distribute to schools.

Ofc. Moehrlin then announced a new initiative to enforce laws regarding bus crossing signals/stop arms. Police will follow a bus with an unmarked car and cite drivers who violate the warning signals. Dr. Bender noted the District's new bus company had marked our fleet with CCSD 64, so our buses will be easy to identify in the community.

Ofc. Moehrlin stated the police blog would continue this year, and principals are urged to post information.

- **Fire**

Deputy Chief Sorensen announced that he is always available to respond to any questions or concerns schools may have related to fire safety.

ACTION: Principals should contact Lt. Kevin Plach 847-318-5286 (kplach@parkridgefd.org) of the Fire Prevention Bureau when needed for drills or inspections.

- **City Engineer**

Ms. Mitchell was not in attendance, but can be contacted directly with any concerns at 847-318-5455.

School Reports

- **Roosevelt**

Ms. Fabian reported that the PTO was including safety planning for its upcoming family and other events this year. She asked for police attention to the corner of Courtland & Albion avenues, which drivers frequently treat as a "rolling" stop.

- **Lincoln**

Assistant Principal Gleason thanked Sgt. Tornabene for his parent presentation in the late spring about cyber safety, and noted that it is always a valuable and important message to share each year.

For the start of school, he requested police attention to students crossing mid-block, or parents dropping off/picking up mid-block, as this creates very hazardous situations for students threading through traffic.

- **Field**

Assistant Principal Kelly stated the previous school year had ended smoothly, and that hopefully parents will return this fall with the same level of safety in mind.

- **Emerson**

Principal Morrison stated that 6th grade parents and students would be especially targeted for safety messages, since they are new to the school and its traffic routines.

- **Washington**

Assistant Principal Ophus thanked the City of Park Ridge for the sidewalk-raising project that appears to have solved problems with drainage of particular sidewalk squares.

- **Franklin**

Principal Walsh said the school parking area and rear playground had been under construction all summer. Because the project added parking spaces, he requested the City replace the 15-minute parking on Manor Lane with a kiss 'n ride zone.

ACTION: Ofc. Moehrlin stated he would coordinate with the City to how quickly this change could be implemented.

Mr. Walsh requested that the crossing guard assigned to the intersection of Birch Street & Dee Road be moved north to Manor Lane & Dee Road instead. The school PTA supports this request. There is currently no crosswalk or stop sign at Birch.

ACTION: Ofc. Moehrlin will coordinate with the City to see if this change is possible. Ms. Tramm noted that if the crossing guard is repositioned, the safe walking route map should be updated.

Mr. Walsh also recommended that the west side of Dee Road at Birch Street be remarked as a kiss 'n ride instead of attended parking, which would help improve the traffic flow for drop offs.

ACTION: Ofc. Moehrlin will see if this would be possible.

- **Jefferson**

Coordinator Lapping said she would be informing parents at the start of the school year about traffic flow for the school area.

- **Carpenter**

Principal Canel also thanked police for their efforts, and stated that continuously educating drivers is essential. PTO Rep. Jozwiak inquired whether the sidewalks along Elm Street from Hamlin Avenue to Broadway Avenue could be raised due to flooding issues.

ACTION: Mr. Mackall reported that it has been identified as a concern in the overall site drainage planning now underway.

Successes/Concerns

- **Summer storm issues** – Dr. Bender reported that the violent summer storms with power outages had created havoc for the District’s summer programs at Washington and Lincoln schools. He thanked police and fire for keeping things safe during these periods. He noted that the District would be creating a separate phone notification list for summer students and staff.
- **New Roosevelt School emergency temporary housing site** – Dr. Dwyer thanked the police and fire for their assistance in relocating the site to the Park Ridge Community Church as the central location for all grades.
- **City of Park Ridge emergency notification service** – Chief Kaminski announced that NIXLE system was now in use for emergency announcements in Park Ridge. It is open to anyone interested in receiving notification, including residents and non-residents.
ACTION: Chief Kaminski will provide NIXLE information for upcoming school newsletters to Ms. Tramm.
- **Village of Niles emergency notification service** – Niles police said the village would soon be utilizing the Citizen Observer service.
ACTION: Sgt. Tornabene will provide information to Ms. Tramm for use in the school newsletters.
- **Police and Fire contacts for drills** – The contacts at Park Ridge Police for lock down drills are Cmdr. Dave Keller, and for fire, it is Lt. Plach (see above).
- **Franklin School improvements** – Mr. Mackall noted that the parking lot might not be completed by Friday and teachers would be parking on streets that day. This work will be completed by the start of school. He described the extensive sewer improvements included in the project and that the system had worked extremely well through the repeated storms this summer.

Dr. Bender said he would reaffirm to the Board of Education that police, fire and the schools are once again approaching school and student safety energetically, and have made extensive preparations for the return of staff and students for 2011-12. Board member Collins stated he was pleased to be participating as liaison to the committee this year.

Next Meeting

The next meeting will be held on Tuesday, October 11 at 4:00 p.m. at Carpenter School, 300 N. Hamlin, Park Ridge.

The meeting was adjourned at 4:35 p.m.

Minutes submitted by Bernadette Tramm