

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

Board of Education Agenda  
Special Board Meeting  
Monday, June 11, 2012  
Emerson Middle School – Multipurpose Room  
8101 N. Cumberland Avenue, Niles

*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, June 11, 2012**

## TIME

## APPENDIX

5:00 p.m.	<b>Meeting of the Board Convenes</b> <ul style="list-style-type: none"><li>• Roll Call</li><li>• Introductions</li><li>• Opening Remarks from President of the Board</li></ul>	
5:00 p.m.	<ul style="list-style-type: none"><li>• <b>Board Recesses and Adjourns to a Closed Meeting</b></li><li>- Collective Negotiations 5 ILCS 120/2(c)(2)</li></ul>	
7:30 p.m.	<ul style="list-style-type: none"><li>• <b>Board Resumes Special Board Meeting</b></li><li>• <b>Public Comments</b></li><li>• <b>Judith L. Snow Awards</b><ul style="list-style-type: none"><li>-- Superintendent and ELF Representative</li></ul></li><li>• <b>Presentation on Tentative Budget Draft #2</b><ul style="list-style-type: none"><li>-- Business Manager</li></ul></li><li>• <b>Recommendation on New Middle School Social Studies Adoption</b><ul style="list-style-type: none"><li>-- Assistant Superintendent for Student Learning</li></ul></li><li>• <b>Review of Technology Purchases</b><ul style="list-style-type: none"><li>-- Director of Technology</li></ul></li><li>• <b>First Reading of Policies 3:60, 5:10, 5:90, 6:50, and 7:270</b><ul style="list-style-type: none"><li>-- Superintendent</li></ul></li><li>• <b>Consent Agenda</b><ul style="list-style-type: none"><li>-- Board President<ul style="list-style-type: none"><li>• Personnel Report</li><li>• Bills</li><li>• Authorization of Environmental Consultant</li><li>• Appointment of Special Education Director</li><li>• Approval of Policy Issue 78, January 2012 and Policies 4:80 and 7:305</li><li>• Approval of Custodial Supply Bid</li></ul></li></ul></li></ul>	<div>A-1</div> <div>A-2</div> <div>A-3</div> <div>A-4</div> <div>A-5</div> <div>Action Item 12-06-1A-6</div>

- **Adjourn to Closed Session**
- Collective Negotiations 5 ILCS 120/2(c)(2)

Next Regular Meeting: **Monday, June 25, 2012**  
 7:30 p.m. – Regular Board Meeting  
 Raymond Hendee Educational Service Center  
 164 South Prospect Avenue  
 Park Ridge, IL 60068

#### June 25

Regular Board Meeting – 7:30 p.m.

- Community Finance Committee (CFC) Reports
- Class Size Discussion
- Resolution # for Transfer of Interest Funds from Working Cash to Educational Fund
- Resolution # for Transfer of Interest Funds from Debt Service to Educational Fund
- Resolution # for Prevailing Wage • Approval of Bid for Copy Paper
- Approval of May Financials
- Approval of Policies 3:60, 5:10, 5:90, 6:50, and 7:270
- Designating Interest for the 2012-13 Fiscal Year • Approval of Annual Technology Purchase
- Approval of New Middle School Social Studies
- Approval of Maine Township Treasurers Depositories
- Approval of Authorized Signatures for Banking with J.P. Morgan/Chase
- Approval of Resolution with PMA Financial Services
- Request for Quotes - P.E Supplies (memo) • Update on Summer Projects (other)

#### July 9

Regular Board Meeting – 7:30 p.m.

- Appointment of Hearing Officer
- Facility Master Plan Part 1 and Introduction of Education Specifications Part 2
- Final Strategic Plan Progress Report Year 2 – 2011-12
- Presentation and Approval of Hazardous Crossing 7th and 8th Grade
- Approval of Student/Parent Handbook 2012-13
- Update on Summer Projects (other)

#### August 6

Committee-of-the-Whole – 7:00 p.m.

#### August 20

Regular Board Meeting – 7:30 p.m.

- Preliminary Enrollment Report • Update on Institute Day
- Approval of June Financials • Approval of July Financials

#### TBD

- Update on Illinois Youth Survey & Related Assessments
- Crisis Plan Presentation

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.



## Judith L. Snow Award Winners

### 2012

Helping District 64 Reach New Heights

All of the students chosen for this award are exemplary ethical leaders. Each student knows his core values and has the courage to live by them in all parts of his life in service to the common good. Each student has the courage to live by these values even when pressured by peers to do otherwise. Each is a principled ethical leader who leads with integrity, selflessness, dependability, caring and fairness.

#### EMERSON MIDDLE SCHOOL

**Colin Besetzny** is a cheerful and capable student. He's a long-time Boy Scout, a volleyball player and a busy musician. He's the Park Ridge Civic Orchestra Junior Board Member. He's a Soaring Eagle, one of the eighth graders chosen to shepherd incoming students. He manages to wrangle some rowdy sixth graders using patience, respect and direction. For several years, Colin has volunteered his time to work weekly with a younger boy who has Down Syndrome. He feels that it is important to be reliable and to be on time. It respects the time of others. He is willing to speak up when his friends are making bad decisions. He advocates clearly and confidently for himself when he needs academic help. He works hard, asks for the assistance he needs, and waits patiently for help. His teachers feel that other students learn a lot from Colin's example.

**Julia Sirvinskis**' credo is "Be True to Yourself." She also feels that it's important to allow yourself to make mistakes, to be willing to try new things and to forgive yourself if you don't do everything perfectly. She's very active in sports (basketball, volleyball) and music (Symphonic Band) and volunteering. For four years, she has played Buddy Baseball, helping children with disabilities. She really enjoys this work. She resists peer pressure to do what she knows is wrong and encourages and supports her friends to do the same. She feels it's important to value everyone and not chase after popularity at any cost. She was also a Soaring Eagle (guide for incoming 6<sup>th</sup> graders) and works as a soccer referee.

## **LINCOLN MIDDLE SCHOOL**

**Adriana Sclafani's** mission is to inspire others to give back to their communities and lend a hand to those in need. She plans and organizes summer camps to raise money for Children's Memorial Hospital. She is a co-founder of "Kids Giving Back" and has created a Facebook page and blog site where kids can share their volunteer efforts and inspire others. She regularly volunteers at Feed My Starving Children in Schaumburg. Adriana is also an outstanding student who finds time to play with the Symphonic Band, run cross country, play school volleyball and play competitive tennis. Adriana handles ethical challenges honestly with integrity and respect for others.

**Anne Reardon** naturally leads in the classroom but does so without fanfare. Through serving others, she feels she is advancing the common good. She resists peer pressure and stays true to what she believes is the right action. She always seeks to include others. Anne was awarded Best Teammate on the basketball team. She works as a soccer ref for younger children and sees it as a teaching opportunity. She explains the calls she makes and helps the children by teaching them the game and how to be good sports and play on a team with others. On occasion, she's had to teach some parents and coaches too. She has done so by clearly and calmly explaining the rules and standing by her calls, even when they are extremely unpopular with some adults.

These students are all outstanding examples of ethical leaders in our middle schools. It is my great pleasure to present them to the members of District 64's Board of Education as the 2012 Judith L. Snow Ethical Leadership Award Winners.

Respectfully submitted by,

Kathleen Hagenlocker  
District 64 Elementary Learning Foundation  
Judith L. Snow Award Chair

**PARK RIDGE - NILES COMMUNITY  
CONSOLIDATED SCHOOL DISTRICT 64**

**2012-13  
Tentative Budget  
Draft # 2**

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June 11, 2012

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To: Board of Education  
Phil Bender, Superintendent

From: Rebecca Allard, Business Manager

Subject: 2012-13 Tentative Budget – Draft #2

Date: June 11, 2012

The adoption of a school district budget is required by the end of the first quarter of the fiscal year (September 30). By satisfying the legal requirement, a school district may expend funds and levy taxes. But more importantly, the budget tells a story of the opportunities and services available to the students of Park Ridge-Niles District 64.

The 2012-13 tentative budget is one of controlled growth, which continues to fulfill referendum initiatives and provides for the implementation of the third year of activities scheduled under the District's strategic plan and other District-wide priorities.








The 2012-13 tentative budget also accommodates the facility master plan and the 2012 summer capital projects at Carpenter School. During a collective bargaining period two methods can be used for budgeting: budget per the previous negotiated agreement or to use the zero based approach. Therefore, for the second draft of the budget the zero based method for salary component has been used. The salary category has been adjusted only for retirement savings; new positions approved by the Board; new positions to accommodate changing class size; and the MTSEP dissolution.

Current economic conditions at the local, state and national levels continue to hamper budget planning. The 2<sup>nd</sup> draft of the 2012-13 tentative budget is based on information known as of May 31.

Tentative information regarding the 2011 tax extension has been received by Cook County. The revenue budget has been adjusted based on this information. Modifications will be made in future budget drafts when the Illinois State Board of Education (ISBE) confirms the final allocations of state funds. In addition, careful consideration will be given to staffing changes as fluctuations in student enrollment are known.

If you have questions prior to the Board meeting on June 11, please feel free to contact me in advance to clarify any of the information presented.

## 2012 – 13 Budget Calendar

Task Completed	Date of Board Meeting	Action
	January 23, 2012	<ul style="list-style-type: none"> <li>Board authorizes preparation of the 2012–13 tentative budget in accordance with.</li> </ul>
	February 13, 2012	<ul style="list-style-type: none"> <li>Committee of the Whole - review financial projections.</li> </ul>
	March 12, 2012	<ul style="list-style-type: none"> <li>Board authorizes 2012-13 staffing plan.</li> </ul>
	April 9, 2012	<ul style="list-style-type: none"> <li>Committee of the Whole – Strategic Plan presentation of 2012-13 proposed implementation and budget parameters.</li> </ul>
	April 23, 2012	<ul style="list-style-type: none"> <li>Board approves the 2012-13 Strategic Plan implementation parameters.</li> </ul>
	May 7, 2012	<ul style="list-style-type: none"> <li>Committee of the Whole – Board reviews draft of the 2012-13 tentative budget.</li> </ul>
	June 11, 2012	<ul style="list-style-type: none"> <li>Special Board Meeting - Board reviews 2<sup>nd</sup> draft of the 2012–13 tentative budget.</li> </ul>
	July 9, 2012	<ul style="list-style-type: none"> <li>Board adopts 2012–13 tentative budget.</li> <li>Board sets date of Public Hearing for final budget adoption.</li> <li>Board places tentative budget on public display for 30 days prior to public hearing and final budget adoption.</li> </ul>
	September 10, 2012	<ul style="list-style-type: none"> <li>Board reviews final draft of 2012–13 budget.</li> <li>Board conducts a public hearing on the 2012–13 final budget prior to budget adoption on September 24.</li> </ul>
	September 24, 2012	<ul style="list-style-type: none"> <li>Board adopts the 2012–13 budget.</li> </ul>
	October 22, 2012	<ul style="list-style-type: none"> <li>Board reviews the 2012 tentative tax levy</li> <li>Board sets date of Public Hearing for the 2012 tax levy.</li> </ul>
	November 12, 2012	<ul style="list-style-type: none"> <li>Board conducts a public hearing for the 2012 tax levy.</li> </ul>
	December 10, 2012	<ul style="list-style-type: none"> <li>Board adopts the 2012 tax levy.</li> </ul>



## **2012-13 Tentative Operating Fund Budget Recap**

### **Revenues:**

Overall, operating fund revenues are expected to show a reduction of \$364,406 or 0.5%. Tentative information regarding the 2011 tax extension has been received by Cook County. Modifications will be made in future budget drafts when the Illinois State Board of Education (ISBE) confirms the final allocations of state funds.

### **Expenses:**

During a collective bargaining period two methods can be used for budgeting: budget per the previous negotiated agreement or to use the zero based approach. Therefore, for the first draft of the budget the zero based method for salary component has been used. The salary category has been adjusted only for retirement savings; new positions approved by the Board; and the MTSEP dissolution.

The education fund has been reduced by \$70,000 in the areas of substitute teachers, staff development and educational consultants per Board direction to offset the cost of the instructional technology coaches.

In addition, capital improvements have been transferred from the operations and maintenance fund to the capital projects fund. ISBE requires this modification.

Overall, without an increase for salaries, the operating fund expenditures are expected to decrease by 2.6%.

**Revenue Changes from May 7, 2012**  
**Exceeding \$1,000**

<b>Fund</b>	<b>Revenue Description</b>	<b>Amount</b>	<b>Reason for Change</b>
<b><i>Education Fund</i></b>		<b><i>(\$896,000)</i></b>	<b><i>Revenue Change-Education Fund</i></b>
	Property Taxes	<b><i>(\$1,038,000)</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
	LICA/MTSEP Reimbursement	<b><i>\$142,000</i></b>	<i>Increase - Return of LICA and MTSEP excess funds</i>
<b><i>Operations &amp; Maintenance Fund</i></b>		<b><i>\$325,000</i></b>	<b><i>Revenue Change-Operations &amp; Maintenance Fund</i></b>
	Property Taxes	<b><i>\$325,000</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
<b><i>Debt Service Fund</i></b>		<b><i>\$113,000</i></b>	<b><i>Revenue Change-Debt Service Fund</i></b>
	Property Taxes	<b><i>\$113,000</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
<b><i>Transportation Fund</i></b>		<b><i>(\$37,000)</i></b>	<b><i>Revenue Change-Transportation Fund</i></b>
	Property Taxes	<b><i>(\$37,000)</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
<b><i>Retirement Fund</i></b>		<b><i>\$307,000</i></b>	<b><i>Revenue Change-Retirement Fund</i></b>
	Property Taxes	<b><i>\$307,000</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
<b><i>Working Cash Fund</i></b>		<b><i>\$3,000</i></b>	<b><i>Revenue Change-Working Cash Fund</i></b>
	Property Taxes	<b><i>\$3,000</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
<b><i>Tort Immunity Fund</i></b>		<b><i>\$8,000</i></b>	<b><i>Revenue Change-Tort Immunity Fund</i></b>
	Property Taxes	<b><i>\$8,000</i></b>	<i>Distribution of taxes based on 2011 Cook County draft tax extension</i>
<b>Total Revenue Change</b>		<b><i>(\$177,000)</i></b>	

**Expenditure Changes from May 7, 2012  
Exceeding \$1,000**

<b>Fund</b>	<b>Expenditure Description</b>	<b>Amount</b>	<b>Reason for Change</b>
<b>Education Fund</b>			
	<b>Salary</b>	<b>\$162,500</b>	<b>Total Salary Change</b>
	Teacher Salary	\$162,500	To accommodate class-size guidelines: Roosevelt - Kindergarten section; Franklin 1st Grade; C of C (building to be determined)
	<b>Supplies</b>	<b>(\$50,700)</b>	<b>Total Supply Change</b>
	Subscriptions	(\$38,700)	Reduced - duplicate entry
	Reference Materials	(\$12,000)	Reduced - duplicate entry
<b>Tort Immunity Fund</b>			
	<b>Purchased Services</b>	<b>(\$56,506)</b>	<b>Total Purchased Service Change</b>
	Property Insurance	(\$5,200)	Reduced based on actual renewal
	School Board Legal	(\$2,516)	Reduced based on actual renewal
	Workers Compensation	(\$48,790)	Reduced based on actual renewal
<b>Total Expenditure Changes</b>		<b>\$55,294</b>	

## Highlights of the 2012-13 Tentative Operating Fund Budget

### REVENUES

#### Real Estate Property Taxes:

Since 1994, schools in Cook County have been subject to the Property Tax Extension Limitation Law (tax cap). Unfortunately, the tax cap formula does not take into account changes in a school district's budgetary needs, but limits the increase in taxes to the lesser of 5% or the rate of inflation as measured by the Consumer Price Index (CPI-U) issued by the Department of Labor. In addition, the tax cap formula allows for an increase above the CPI-U for new construction.

Tax Year	CPI-U (Tax year previous December)
2006	3.4
2007	2.5
2008	4.1
2009	0.1
2010	2.7
2011	1.5
2012	3.0

The following chart demonstrates that the 2010 tax levy is pacing at the same level of tax collections in prior years.

Tax Year	% of Tax Collections
2003	99.1%
2004	98.2%
2005	98.5%
2006	98.7%
2007	98.1%
2008	98.8%
2009	98.9%
2010	98.5%

**Corporate Personal Property Replacement Taxes (CPPRT):**

Funds that have personal property replacement taxes as a revenue source are the educational and the municipal retirement/social security fund. CPPRT is driven by the health of the state's economy. The following table identifies the most recent collections of CPPRT:

Fiscal Year	CPPRT
2007-08	\$1,327,617
2008-09	\$1,163,859
2009-10	\$926,354
2010-11	\$1,192,124
2011-12 (as of May 31)	\$1,051,421

During the State budget process, last year, the Governor transferred CPPRT fund to pay for the Regional Offices of Education which is the reason for the loss of CPPRT funds during the 2011-12 fiscal year.

**Other Local Revenue:**

The elementary lunch supervision fee has been eliminated, but all other student fees remain at the same level as 2011-12.

TIF revenue is currently being projected at the same level as 2011-12 less the \$90,000 loan repayment from the City of Park Ridge.

**State Revenue:**

The General State Aid (GSA) formula is designed to ensure that all students in Illinois have access to educational services valued at a basic "foundation level." The GSA formula factors a local school district's wealth (Equalized Assessed Valuation per student) and then categorizes each Illinois school district into one of three classifications:

GSA Classification	Number of Schools in Illinois Per Classification
<b>Foundation Formula</b>	735 Schools (77.94%)
<b>Alternate Formula</b>	147 Schools (15.59%)
<b>Flat Grant</b>	61 Schools (6.47%)

The 2011-12 foundation level is \$6,619; ISBE prorated this amount by 95%. The state is once again discussing the proration of this amount; currently it is projected that we will have a further reduction of \$150,080. District 64 is an alternate formula district and receives approximately \$385 per student (based on the prior year's average daily attendance).

The States cash-flow continues to create problems for local schools. Currently the State is one (March) categorical payment behind. These revenues are payable during this fiscal year but if they are not received by June 30 they are due and payable in the 2012-13 fiscal year.

#### **Federal Revenue:**

The Education Fund is currently receives the following federal revenue: Special Milk; IDEA; Title II Teacher Quality and Medicaid.

## EXPENSES

During a collective bargaining period two methods can be used for budgeting: budget per the previous negotiated agreement or to use the zero based approach. Therefore, for the first draft of the budget the zero based method for salary component has been used. The salary category has been adjusted only for retirement savings; new positions approved by the Board; and the MTSEP dissolution.

In addition, capital improvements have been transferred from the operations and maintenance fund to the capital projects fund. ISBE requires this modification.



**Community Consolidated School District 64**  
**Estimated 2012-13 Statement of Position (June 11, 2012)**

<b>Fund</b>	<b>Estimated Beginning Balance July 1, 2011</b>	<b>Add Tentative Budgeted Revenues</b>	<b>Less Tentative Budgeted Expenditures</b>	<b>Excess / Deficiency of Revenues Over Expenditures</b>	<b>Estimated Ending Balance June 30, 2012</b>
<b>Education</b>	\$20,462,913	\$54,866,693	\$53,718,851	\$1,147,842	\$21,610,755
<b>Tort Immunity</b>	1,427,902	656,500	643,994	12,506	1,440,408
<b>Operations &amp; Maintenance</b>	(2,228,269)	8,253,002	5,146,478	3,106,524	878,255
<b>Transportation</b>	2,381,968	1,968,832	1,574,878	393,954	2,775,922
<b>Retirement</b>	1,874,004	2,011,868	2,259,375	(247,507)	1,626,497
<b>Capital Projects</b>	2,600,000	-	2,400,000	(2,400,000)	200,000
<b>Working Cash</b>	13,127,739	701,500	200,000	501,500	13,629,239
<b>Total - Operating Funds</b>	\$39,646,257	\$68,458,395	\$65,943,576	\$2,514,819	\$42,161,076
<b>**Fund Balance as a Percentage of Expense Budget</b>	59.2%				63.9%
<b>Debt Service</b>	3,249,637	2,926,000	2,805,228	120,772	3,370,409
<b>Total - All Funds</b>	\$42,895,894	\$71,384,395	\$68,748,804	\$2,635,591	\$45,531,485

*\*\*Fund Balance Policy: The District's operating fund balances shall end each fiscal year with four (4) months of operating expenditures for the fiscal year ended. Expenses shall be measured against a cumulative total operating funds that include: education, operations and maintenance, transportation Illinois municipal retirement and working cash.*



## ALL FUND BUDGET DRIVERS

The following analysis provides notes to the detailed tables of revenues and expenditures by objects. Comparison percentages are measured against the 2011-12 budget.

### Educational Fund (10)

**Purpose:** *The most varied and the largest volume of transactions will be recorded in the Educational Fund. This is due mostly because the Educational Fund covers transactions that are not specifically covered in another fund. Certain expenditures that must be charged to this fund include the direct costs of instruction, health and attendance services, lunch programs, all costs of administration and related insurance costs. Certain other revenues that must be credited to this fund include educational tax levies, tuition and textbook rentals.*

### Revenue Review

- Total Education Fund revenues are anticipated to decrease by 1.2% or \$671,299.
- Property taxes have the greatest impact on the variance and are expected to increase by 0.9%. As previously mentioned, property taxes are restricted by the tax cap legislation.
- Corporate Personal Property Replacement Taxes (CPPRT) is expected to remain at the 2011-12 collection rate.
- The elementary lunch supervision fee has been eliminated.
- All other student fees are anticipated to remain at the 2011-12 level.
- The decrease in other local income is caused by a reduction in tuition paid by other local districts. With the dissolution of MTSEP all students will remain in their home district. In addition, the loss of revenue (\$346,660) for the elementary lunch supervision fee is recorded in this area
- General state aid is estimated to decline by \$150,080 as a result of the State prorating district allocations.
- Other state revenue will decline by \$416,922 as a result of the State's failure to fund programs previously funded.
- IDEA funding and Medicaid is responsible for the increase in federal revenue.
- Consistent with past practice an interest transfer totaling \$200,000 is budgeted from the working cash funds.

### **Expenditure Review**

- **Salary:**

There are several methodologies to use for budgeting during a collective bargaining period: budget per the previous negotiated agreement or to use the zero based approach. For this first draft of the budget the zero based method for salary component will be used. The salary category has been adjusted for retirement savings, new positions approved by the Board and the MTSEP dissolution.

- **Benefits:**

The benefit area is the second largest category of the education fund budget. The benefit line item accounts for 11.6% of the total education fund budget and is anticipated to increase by 5.1% or \$300,901. The insurance renewal is contributing to this increase.

- **Purchased Services, Supplies and Capital Outlay:**

The areas of purchased services, supplies and capital outlay account for 7.9% of the total educational fund budget and are expected to decrease by approximately 4.9% or \$221,585.

Purchase services pay for staff development, the food service contract, and legal fees.

Supplies and capital outlay provide the needed resources for student learning.

- **Other Objects**

The other object category accounts for 4.7% of the total educational fund budget and is expected to decrease by 38.2% as a result of the MTSEP dissolution. The major expenditure (\$2,067,000) in this category is special education tuition.

### Operations & Maintenance Fund (20)

**Purpose:** *All costs of maintaining, improving, or repairing school buildings and property, renting buildings and property for school purposes, or for the payment of premiums for insurance on school buildings are charged to the Operations and Maintenance Fund and paid from the tax levied for that purpose.*

#### Revenue Review

- The anticipated increase is 3.5% or \$277,175. Property taxes have the greatest impact on the variance, and, as previously mentioned, are restricted by the tax cap legislation.
- The reduction of revenue is driven by the elimination of the funds due from the FAA.

#### Expenditure Review

For a fair comparison of the ongoing expenses in the operations & maintenance fund the following analysis is net of capital outlay (construction).

	2011-12 Budget	2012-13 Tentative Budget	% Increase
<b>Total Budget</b>	\$7,890,538	\$5,146,478	<34.8%>
<b>Less Capital Improvement</b>	(\$2,586,909)	(\$0)	<100.0%>
<b>Architect, Construction Manager and other Engineering Fees</b>	(\$300,000)	(\$200,000)	<33.3%>
<b>Net Operations &amp; Maintenance Budget</b>	\$5,003,629	\$4,946,478	<0.1%>

- Salary

There is no increase in salaries calculated into budget draft #2.

- Benefits

The increase for employee benefits is driven by the increased rates for health insurance.

- **Purchased Services**

In addition to architect, and other engineering fees, the purchased service area covers the following types of expenses: repair and maintenance of equipment, telephones, water fees and crossing guards.

- **Supplies**

The supply area covers the following types of expenses: gasoline for District vehicles, natural gas, electricity, and custodial and maintenance supplies.

- **Capital Outlay**

The capital outlay area covers the expenses for equipment and furniture.

- **Other Expense**

The other object category accounts for 0.4% of the total operations & maintenance fund budget.

### **Debt Service Fund (30)**

**Purpose:** *Bonds are generally issued to finance the construction of buildings, but may also be issued for other purposes. Taxes are levied to provide cash to retire these bonds and to pay related interest. To protect the bondholders, these tax collections must be accounted for in the Debt Service Fund and maintained in separate bond and interest accounts for each bond issue.*

### **Revenue Review**

The levy in this fund has been reduced to correspond to the debt repayment schedule. The District's current obligations will be retired with a final payment in fiscal year 2016-17.

### **Expenditure Review**

The expenditures from the debt service fund are for the principal and interest on outstanding debt.

### **Transportation Fund (40)**

**Purpose:** *Costs of transportation, including the purchase of vehicles and insurance on buses, are to be paid from this fund. Moneys received for transportation purposes from any source must be deposited into this fund.*

#### **Revenue Review**

- Revenues are anticipated to decline by 7.0% or \$149,288. Property taxes have the greatest impact on the variance, and, as previously mentioned, are restricted by the tax cap legislation.
- The state transportation reimbursement claim has two separate reimbursement formulas, one for regular education and one for special education transportation. Governor Quinn's budget eliminates regular transportation as a funding source.

#### **Expenditure Review**

- The expenditure budget is expected to decline by 0.7% or \$10,781.

### **Municipal Retirement / Social Security Fund (50)**

**Purpose:** *This fund is created if a separate tax is levied for the school district's share of municipal retirement / social security benefits for covered employees or a separate tax is levied for the purpose of providing resources for the district's share of Social Security and/or Medicare only payments for covered employees. If any of these taxes are not levied, payments for such purposes shall be charged to the fund where the salaries are charged.*

#### **Revenue Review**

- Revenues are anticipated to decrease by 11.1% or \$252,028. All revenues, property taxes, CPPRT and interest income are expected to be reduced.

#### **Expenditure Review**

- The Medicare portion of the Social Security rate is charged to all certified staff.
- IMRF and social security are charged to all support staff.
- The IMRF rate includes a "catch-up" factor for the loss of investment income over the last several years.

### **Capital Projects Fund (60)**

**Purpose:** *If a capital improvement tax is levied in accordance with Section 17-2.3 of the Illinois School Code (105 ILCS 5/17-2.3). The moneys received from such levy shall be accumulated until spent for the capital improvements described in the resolution and on the ballot, per Section 17-2.3.*

#### **Revenue Review**

- A fund transfer from the Operations & Maintenance Fund will occur prior to June 30, 2012.

#### **Expenditure Review**

- Expenditures which would ordinarily be charged to the Operations and Maintenance Fund, but which may be charged to the Capital Projects Fund, include the actual construction costs, builder's risk insurance, purchase of land and other site costs, landscaping, parking lots, sidewalks, utility connections, etc., and other items directly related to the construction project.

### **Working Cash Fund (70)**

**Purpose:** *If a separate tax is levied for working cash purposes or if bonds are sold for this purpose, this fund shall be created. Cash available in this fund may be loaned to any fund for which taxes are levied.*

#### **Revenue Review**

- The 2011 levy included a tax levy in this fund.

#### **Expenditure Review**

- Consistent with past practice, an interest transfer of \$200,000 to the educational fund is budgeted.

### **Tort Immunity Fund (80)**

**Purpose:** *This fund is created if taxes are levied or bonds are sold for tort immunity or tort judgment purposes. The tort immunity fund provides for the risk management activities of the District. Insurance policies such as workers compensation, property casualty, and school board legal liability are the major expenditures of this fund.*

#### **Revenue Review**

- Revenues in the tort immunity fund are expected to decrease by over 0.3% or \$1,773.

#### **Expenditure Review**

- The tentative budget will decrease by 6.2% or \$42,918.



## **Board of Education – Budget Actions**

**October 2011 through May 31, 2012**

### **Revenue Actions**

- **Certificate of Tax Levy –**
  - 2011 levy adopted totaling \$64,086,264 (December 19, 2011)
- **Educational Fund**
  - Approved the 2012-13 Student Fees (April 23, 2012)
  - Approved Jefferson After-school Program Fees (May 21, 2012)

### **Expense Actions**

#### **Educational Fund**

- Appointment of Assistant Superintendent for Student Learning (February 27, 2012)
- Appointment of Assistant Superintendent for Human Resources (March 12, 2012)
- Authorization of 2012-13 Staffing Plan (March 12, 2012)
- Approved copy machine leases (December 12, 2011)
- Approved the Food Service Contract Renewal (March 12, 2012)
- Adoption of the 2012-13 Health Insurance Rates (April 23, 2012)
- Approved Agreement with District 62 for Vision Services (April 23, 2012)
- Approved 2012-13 Strategic Plan and other District priorities (April 23, 2012)
- Appointment of Lincoln Middle School Principal (May 21, 2012)
- Appointment of Carpenter Elementary School Principal (May 21, 2012)
- Awarded contract for the 2012-13 Physical Education uniform purchase (May 21, 2012)
- Approved Agreement with District 207 for Assistive Technology Services (May 21, 2012)

#### **Operations & Maintenance Fund**

- Acceptance of District Maintenance Plan (December 19, 2011)
- Approval to Design and Bid 2012 Capital Projects (December 19, 2011)
- Approval for Environ to Act as the District's Environmental Engineer for Asbestos/Environmental Issues at Carpenter (January 23, 2012)
- Approved Bid results for Natural Gas (February 27, 2012)
- Awarded Contract for Carpenter Asbestos Removal Project (March 12, 2012)
- Awarded Contract for Carpenter Site Improvements (May 7, 2012)
- Awarded Contract for Carpenter Electrical Upgrade (May 7, 2012)
- Awarded Contract for Carpenter Mechanical Upgrade (May 7, 2012)



- Authorized Administration to negotiate fees with Environ International Corp. (May 7, 2012)
- Awarded Contract for Roosevelt Track (May 21, 2012)
- Authorized the transfer of \$3 million dollars to the Capital Projects Fund (May 21, 2012)

### **Transportation Fund**

- Approved Transportation Contract Extension and Assignment with SEPTRAN (February 27, 2012)
- Approved Contract Renewal with Illinois Central Bus (May 21, 2012)

## Investments in Student Learning

- District 64 will enter the third year of implementation of its Strategic Plan, “Journey of Excellence.” The five strategies include: accelerating the use of advanced technology; building a model for personal student goals; collaboration with our partnership; expectations for student learning and instructional practices; and providing support and tools for change. In 2012-13, Strategic Plan implementation activities will be embedded within the District’s overall initiatives.
  - The main priority for all staff will be the implementation of Priority Standards (developed through the Strategic Plan) /Common Core State Standards with technology integrated into the instruction of these standards, and the professional development needed to support this work. A total of seven instructional technology coaches (three continuing from the 2011-12 pilot plus four newly authorized) will provide job-embedded coaching to teachers.
  - Work on the other Strategic Plan strategies also will continue through specific committees.
- The District will continue to invest in technology to maintain, refresh, and provide additional resources for student learning. Additional SmartBoards will be added throughout the District as we continue this initiative, which began three years ago. Based on the success of the iPads in 2011-12, the District will provide additional iPads for each building to support the Strategic Plan goal of accelerating the use of advanced technology. The technology budget will also include funds to support and monitor a robust infrastructure in order to provide for a reliable network for student learning.
- The District continues to expand the number of on-line subscriptions that are used to support student learning. All of our core textbooks now have on-line resources associated with them for both student and teacher use. Additional supplemental resources such as *Study Island* and *Raz Kids* provide students dynamic and differentiated opportunities to practice instructional skills during school hours as well as at home. Digital media tools such as *CCC Video Streaming* and *World Book Online* provide teachers and students with current resources connected to their curricular studies. We have also continued to expand the number and scope of iPad applications that are purchased to support student learning.
- Building upon the investments that have previously been made to implement the District 64 Reading Framework, funds will be used next year to purchase additional differentiated reading materials and to expand the amount of non-fiction text our students are exposed to (a key component of the Common Core Reading Standards).

- In conjunction with the new Priority Standards/ Common Core Standards for Mathematics, we will begin to examine new math textbooks for possible adoption in 2013-14. For the 2012-13 school year, some supplemental materials will be purchased to support standards related to Number Sense and Computational Fluency.
- New textbooks will be piloted for the middle school French program at 7<sup>th</sup> and 8<sup>th</sup> grades.
- New textbooks will be piloted for the middle school Social Studies program at 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades.
- In accordance with the Strategic Plan parameter to always maintain safe, supportive learning environments, the District will continue to invest in facilities in the following ways:
  - A two-year Facility Master Plan was initiated in 2011-12 to provide comprehensive data about the interior and exterior conditions at all District 64 schools and the central office. In year two, planning will focus primarily on comparing curriculum needs with facilities.
  - To continually refresh the learning environment, the District will replace classroom desks/chairs, and re-paint and carpet selected areas.
  - Asbestos pipe insulation will be removed from the attic at Carpenter School in summer 2012 in preparation for a new HVAC system.
  - *Pending Board of Education approval*, three additional projects will be undertaken at Carpenter School: site upgrades, including water detention, will be completed; the electrical system throughout the building will be upgraded; and, a new HVAC system, including air conditioning, will be installed in the north gym/lunch room.
  - *Pending award of a matching \$50,000 grant from the Illinois State Board of Education*, upgrades and repairs will be completed at Field School, including: installation of handicap knobs on all doors; replacement of the south flat roof; and installation of a new gutter system on the original building.

### **Fund Balance Policy**

As stated in Board Policy 4:20: The District's operating fund balances shall end each fiscal year with four (4) months of operating expenditures for the fiscal year then ended. Expenses shall be measured against a cumulative total of operating funds that include: educational, operations and maintenance, transportation, Illinois municipal retirement/social security and working cash.

The tentative budget projects an operating fund balance of 63.9% as of June 30, 2013 or almost \$42.2 million.

## Other Financial Indicators

### Illinois State Board of Education Financial Profile

The goal of the financial profile is to objectively assess the financial health of all school districts in order for the public to gain a better understanding of where their schools rank in comparison to others. This is done through a process of benchmarking five indicators for school districts. The highest ranking given by the state board is "4.0 Recognition". Park Ridge-Niles District 64 was awarded this highest designation in the spring of 2012.

Fiscal Year	ISBE Financial Profile Designation	ISBE Financial Profile Score
2011	Financial Recognition	4.00
2010	Financial Recognition	4.00
2009	Financial Recognition	4.00
2008	Financial Recognition	3.90
2007	Financial Recognition	3.55
2006	Financial Review	3.45
2005	Financial Early Warning	2.75

### Rating Services

- Standard & Poor's (S&P) long-term bond rating affirmed as AA/Stable (January 2012)
- Moody's has moved to the Global Rating System, meaning that they are now rating issuers on the likelihood of default, not their more stringent municipal rating. As of August 2011, Moody's has reaffirmed District 64's rating of "Aa2" with a positive outlook.

### **Cash Flow Projection for 2012-13**

The cash flow projection will be included in the final budget presentation in September 2012.

### **Financial Projections**

Update financial projections will be included in the final budget presentation in September 2012.



**Park Ridge Niles Community Consolidated School District 64**

**2012-13 Tentative Revenue Budget (June 11, 2012)**

**Fund**

Description of Revenue Source	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	2012-13 Tentative Budget	2011-12 Budget	% of Budget Increase (Decrease)
Current Year (2012)	\$24,570,000	\$4,300,000	\$1,390,000	\$525,000	\$1,025,000	\$0	\$262,000	\$320,000	32,392,000.0	\$32,023,000	1.2%
Prior Year (2011)	20,740,000	3,800,000	1,530,000	683,000	878,000	-	239,000	334,000	28,204,000	27,395,000	3.0%
Other Prior Year	(100,500)	(2,500)	(1,000)	(1,000)	(2,000)	-	(500)	(1,000)	(108,500)	(108,500)	0.0%
Total Property Taxes	\$45,209,500	\$8,097,500	2,919,000	\$1,207,000	\$1,901,000	\$0	\$500,500	\$653,000	\$60,487,500	\$59,309,500	2.0%
Corp Replace Tax	\$934,812	-	-	-	\$103,868	\$0	-	-	\$1,038,680	\$1,192,124	-12.9%
Interest Income	\$199,000	\$1,000	\$7,000	\$7,250	\$7,000	\$0	\$201,000	\$3,500	\$425,750	\$392,331	8.5%
Tuition	\$204,730	-	-	-	-	-	-	-	\$204,730	\$386,348	-47.0%
Lunch	\$432,900	-	-	-	-	-	-	-	\$432,900	\$419,980	3.1%
Registration	963,316	-	-	-	-	-	-	-	963,316	999,835	-3.7%
Pay Riders/Field Trips	-	-	-	71,230	-	-	-	-	71,230	58,745	21.3%
Other Student	51,750	-	-	-	-	-	-	-	51,750	52,011	-0.5%
Total Student Fees	\$1,447,966	-	-	\$71,230	-	-	-	-	\$1,519,196	\$1,530,571	-0.7%
Extended Day Care	\$732,700	-	-	-	-	-	-	-	\$732,700	\$732,700	0.0%
TIF Payment	560,000	-	-	-	-	-	-	-	560,000	553,972	1.1%
Before School Care	183,340	-	-	-	-	-	-	-	183,340	530,000	-65.4%
LICA/MTSEP Reimb	142,000	-	-	-	-	-	-	-	142,000	-	NA
FAA - Local	-	-	-	-	-	-	-	-	-	-	NA
Rental	-	62,902	-	-	-	-	-	-	62,902	62,038	1.4%
Other	27,000	41,600	-	400	-	-	-	-	69,000	152,067	-54.6%
Total Other Local	\$1,645,040	\$104,502	-	\$400	-	-	-	-	\$1,749,942	\$2,030,777	-13.8%
General State Aid	1,353,000	-	-	-	-	-	-	-	1,353,000.00	\$1,503,080	-10.0%
Other State	2,202,909	50,000	-	682,952	-	-	-	-	2,935,861	3,535,507	-17.0%
Federal	1,469,736	-	-	-	-	-	-	-	1,469,736	1,743,824	-15.7%
Total of State & Federal	\$5,025,645	\$50,000	-	\$682,952	-	-	-	-	\$5,758,597	\$6,782,411	-15.1%
Transfer of Interest	200,000.00	-	-	-	-	-	-	-	200,000.00	\$177,265	12.8%
Total Revenue	54,866,693	\$8,253,002	\$2,926,000	\$1,968,832	\$2,011,868	\$0	\$701,500	\$656,500	\$71,384,395	\$71,801,327	-0.6%
2012-13 Tentative Budget	\$54,866,693	\$8,253,002	\$2,926,000	\$1,968,832	\$2,011,868	\$0	\$701,500	\$656,500	\$71,384,395		
2011-12 Budget	\$55,537,992	\$7,975,827	\$2,978,526	\$2,118,120	\$2,263,896	\$0	\$272,239	\$654,727	\$71,801,327		
% of Budget Increase (Decrease)	-1.2%	3.5%	-1.8%	-7.0%	-11.1%	NA	157.7%	0.3%	-0.6%		



**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**  
**2012-13 Tentative Budget (June 11, 2012)**  
**COMPARISON OF REVENUES BY OBJECTS**

EDUCATIONAL FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 42,407,522	\$ 42,434,968	\$41,738,084	\$44,820,500	\$45,209,500	\$389,000	0.9%
CORP. PERS. PROP. TAX	1,041,506	794,624	1,081,683	1,081,683	934,812	(\$146,871)	-13.6%
INTEREST INCOME	320,775	700,091	199,036	199,000	199,000	\$0	0.0%
OTHER LOCAL REVENUES	3,320,974	3,972,131	3,983,098	3,708,348	3,297,736	(\$408,610)	-11.0%
GENERAL STATE AID	1,254,697	1,295,444	1,610,098	1,503,080	1,353,000	(\$150,080)	-10.0%
OTHER STATE AID	2,088,065	2,695,028	2,829,388	2,619,831	2,202,909	(\$416,922)	-15.9%
FEDERAL AID	1,396,145	2,121,369	1,289,359	1,430,287	1,469,736	\$39,449	2.8%
TRANSFERS IN	407,089	340,079	183,282	177,265	200,000	\$22,735	12.8%
TOTAL	\$ 52,236,774	\$ 54,353,734	\$ 52,914,008	\$ 55,537,992	\$ 54,866,693	(\$671,299)	-1.2%
% of Change	-4.1%	4.1%	-2.6%	5.0%	-1.2%		
TORT FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 1,217,936	\$ 1,343,640	\$993,965	\$651,000	\$653,000	\$2,000	0.3%
INTEREST INCOME	412	1,178	\$3,735	3,727	3,500	(\$227)	-6.1%
TOTAL	\$ 1,218,349	\$ 1,344,818	\$ 997,700	\$ 654,727	\$ 656,500	\$1,773	0.3%
% of Change	14.3%	10.4%	-25.8%	-34.4%	0.3%		
OPERATIONS & MAINTENANCE FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 5,968,996	\$ 6,859,293	\$6,996,658	\$7,237,500	\$8,097,500	\$860,000	11.9%
INTEREST INCOME	2,772	1,373	709	1,000	1,000	\$0	0.0%
OTHER LOCAL REVENUES	19,997	265,009	\$1,929,550	\$182,205	\$104,502	(\$77,703)	-42.6%
OTHER STATE AID	-	-	-	241,585	50,000	(\$191,585)	-79.3%
FEDERAL AID	93,142	833,550	8,328,665	313,537	-	(\$313,537)	-100.0%
TRANSFERS IN	-	-	-	-	-	\$0	NA
TOTAL	\$ 6,084,907	\$ 7,759,225	\$ 15,255,582	\$ 7,975,827	\$ 8,253,002	\$277,175	3.5%
% of Change	16.17%	27.52%	96.61%	-47.72%	3.48%		
TRANSPORTATION FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 1,826,920	\$ 2,016,552	\$1,793,132	\$1,379,000	\$1,207,000	(\$172,000)	-12.5%
INTEREST INCOME	2,683	3,838	5,885	5,884	7,250	\$1,366	23.2%
OTHER LOCAL REVENUES	117,189	73,428	77,721	59,145	71,630	\$12,485	21.1%
OTHER STATE AID	586,452	561,572	677,436	674,091	682,952	\$8,861	1.3%
TOTAL	\$ 2,533,244	\$ 2,655,390	\$ 2,554,174	\$ 2,118,120	\$ 1,968,832	(\$149,288)	-7.0%
% of Change	9.4%	4.8%	-3.8%	-17.1%	-7.0%		
ILL. MUNICIPAL RETIREMENT FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 2,070,515	\$ 2,332,685	\$2,203,236	\$2,148,000	\$1,901,000	(\$247,000)	-11.5%
CORP. PERS. PROP. TAX	122,351	131,730	110,441	110,441	103,888	(\$6,553)	-6.0%
INTEREST INCOME	5,418	8,963	5,455	5,455	7,000	\$1,545	28.3%
TOTAL	\$ 2,198,284	\$ 2,473,358	\$ 2,319,132	\$ 2,263,896	\$ 2,011,888	(\$252,008)	-11.1%
% of Change	14.5%	12.5%	-6.2%	-2.4%	-11.1%		
CAPITAL PROJECTS FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
INTEREST INCOME	-	-	-	-	-	-	NA
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	NA
% of Change	NA	NA	NA	NA	NA		
WORKING CASH FUND	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 877,423	\$ 1,010,278	\$ 497,261	\$ 104,500	\$ 500,500	\$396,000	378.9%
INTEREST INCOME	364,034	689,253	187,739	167,739	201,000	\$33,261	19.8%
TRANSFERS IN/SALE OF BONDS	-	-	-	-	-	\$0	NA
TOTAL	\$ 1,241,456	\$ 1,679,531	\$ 665,000	\$ 272,239	\$ 701,500	\$429,261	157.7%
% of Change	57.8%	35.3%	-60.4%	-59.1%	157.7%		
TOTAL OPERATING FUNDS							
	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from the 2011-12 Budget	% Change From 2011-12 Budget
PROPERTY TAXES	\$ 54,369,313	\$ 55,797,396	\$ 54,222,316	\$ 56,340,500	\$ 57,568,500	\$1,228,000	2.2%
CORP. PERS. PROP. TAX	1,183,859	926,354	1,192,124	1,192,124	1,038,680	(\$153,444)	-12.9%
INTEREST INCOME	698,093	1,384,894	382,559	382,805	418,750	\$35,945	9.4%
OTHER LOCAL REVENUES	3,458,160	4,310,568	5,990,369	3,947,696	3,473,868	(\$473,828)	-12.0%
GENERAL STATE AID	1,254,697	1,295,444	1,610,098	1,503,080	1,353,000	(\$150,080)	-10.0%
OTHER STATE AID	2,674,517	3,258,600	3,506,824	3,535,507	2,935,861	(\$599,646)	-17.0%
FEDERAL AID	1,489,287	2,954,919	7,618,024	1,743,824	1,469,736	(\$274,088)	-15.7%
TRANSFERS IN	407,089	340,079	183,282	177,285	200,000	\$22,735	12.8%
TOTAL	\$ 85,513,015	\$ 70,288,054	\$ 74,705,596	\$ 68,822,801	\$ 88,458,395	(\$364,406)	-0.5%
% of Change	-0.5%	7.3%	6.3%	-7.9%	-0.5%		

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**  
**2012-13 Tentative Budget (June 11, 2012)**  
**COMPARISON OF REVENUES BY OBJECTS**

<b>DEBT SERVICE FUND</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 Actual</b>	<b>2011-12 Budget</b>	<b>2012-13 Tentative Budget</b>	<b>\$ Change from the 2011-12 Budget</b>	<b>% Change From 2011-12 Budget</b>
PROPERTY TAXES	\$ 3,789,699	\$ 2,758,703	\$2,596,623	\$2,969,000	\$2,919,000	(\$50,000)	-1.7%
INTEREST INCOME	43,056	42,412	9,526	9,526	7,000	(\$2,526)	-26.5%
OTHER LOCAL REVENUES	948.6	-	-	-	-	\$0	NA
GENERAL STATE AID	-	79,460	-	-	-	\$0	NA
<b>TOTAL</b>	<b>\$ 3,833,703</b>	<b>\$ 2,880,575</b>	<b>\$ 2,606,149</b>	<b>\$ 2,978,526</b>	<b>\$ 2,926,000</b>	<b>(\$52,526)</b>	<b>-1.8%</b>
<b>% of Change</b>	<b>-15.2%</b>	<b>-24.9%</b>	<b>-9.5%</b>	<b>14.3%</b>	<b>-1.8%</b>		
<b>TOTAL, ALL FUNDS</b>							
	<b>2008-09 ACTUAL</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 Actual</b>	<b>2011-12 Budget</b>	<b>2012-13 Tentative Budget</b>	<b>\$ Change from the 2011-12 Budget</b>	<b>% Change From 2011-12 Budget</b>
PROPERTY TAXES	\$ 58,159,011	\$ 58,558,099	\$ 56,818,939	\$ 59,309,500	\$ 60,487,500	\$1,178,000	2.0%
CORP. PERS. PROP. TAX	1,183,859	926,354	1,192,124	1,192,124	1,038,680	(\$153,444)	-12.9%
INTEREST INCOME	739,148	1,427,108	392,085	392,331	425,750	\$33,419	8.5%
OTHER LOCAL REVENUES	3,459,109	4,310,568	5,990,369	3,947,696	3,473,868	(\$473,828)	-12.0%
GENERAL STATE AID	1,254,697	1,374,904	1,610,098	1,503,080	1,353,000	(\$150,080)	-10.0%
OTHER STATE AID	2,674,517	3,256,600	3,506,824	3,535,507	2,935,861	(\$599,646)	-17.0%
FEDERAL AID	1,489,287	2,954,919	7,618,024	1,743,824	1,489,736	(\$274,088)	-15.7%
TRANSFERS IN	407,089	340,079	183,282	177,285	200,000	\$22,735	12.8%
<b>TOTAL</b>	<b>\$ 69,346,718</b>	<b>\$ 73,146,629</b>	<b>\$ 77,311,745</b>	<b>\$ 71,801,327</b>	<b>\$ 71,384,395</b>	<b>(\$416,932)</b>	<b>-0.6%</b>
<b>% of Change</b>	<b>-1.4%</b>	<b>5.5%</b>	<b>5.7%</b>	<b>-7.1%</b>	<b>-0.6%</b>		



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Revenue Budget as of June 11, 2012

Account Number	Account Description	2011-12 Revenue Budget	2011-12 FYTD Activity as of May 31, 2012	2012-13 Tentative Revenue Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
10R000 1111 0000 00 000000	CURRENT YEAR LEVY	\$24,440,000	\$22,987,931	\$24,300,000	(\$140,000)	-0.6%
10R000 1112 0000 00 000000	FIRST PRIOR YEAR LEVY	20,050,000	20,379,709	20,500,000	\$450,000	2.2%
10R000 1113 0000 00 000000	OTHER PRIOR YEAR LEVY	(100,000)	(84,230)	(100,000)	-	0.0%
10R000 1141 0000 00 000000	SPEC ED CURRENT YEAR LEVY	211,000	273,279	270,000	\$59,000	28.0%
10R000 1142 0000 00 000000	SPEC ED FIRST PRIOR YEAR LEVY	220,000	231,607	240,000	\$20,000	9.1%
10R000 1143 0000 00 000000	SPEC ED OTHER PRIOR YEAR LEVY	(500)	(809)	(500)	-	0.0%
10R--- 11-- ----	*TOTAL TAXES	\$44,820,500	\$43,787,486	\$45,209,500	\$389,000	0.9%
10R000 1230 0000 00 000000	CORP PERS PROP REPLACE TAX	\$1,081,683	\$942,699	\$934,812	(\$146,871)	-13.6%
10R000 1311 0000 00 000000	REGULAR TUITION	\$24,730	\$31,595	\$24,730	-	0.0%
10R000 1321 0000 00 000000	SUMMER SCHOOL TUITION	180,000	173,171	180,000	-	0.0%
10R000 1342 0000 00 000000	SPED ED TUITION (LEA)	181,618	156,397	-	(\$181,618)	-100.0%
10R--- 13-- ----	*TOTAL TUITION	\$386,348	\$361,163	\$204,730	(\$181,618)	-47.0%
10R000 1510 0000 00 000000	INTEREST ON INVESTMENTS	\$194,700	\$192,975	\$194,700	-	0.0%
10R000 1512 0000 00 000000	INTEREST ON TAXES	4,300	2,670	4,300	-	0.0%
10R--- 15-- ----	*TOTAL TAXES	\$199,000	\$195,646	\$199,000	-	0.0%
10R201 1610 0000 00 000000	ELEM MILK	\$10,400	\$8,234	\$10,400	-	0.0%
10R203 1610 0000 00 000000	ELEM MILK	15,400	14,182	15,400	-	0.0%
10R205 1610 0000 00 000000	ELEM MILK	10,300	9,715	10,300	-	0.0%
10R207 1610 0000 00 000000	ELEM MILK	15,900	13,330	14,900	(\$1,000)	-6.3%
10R209 1610 0000 00 000000	ELEM MILK	18,600	14,434	16,900	(\$1,700)	-9.1%
10R301 1611 0000 00 000000	PUPIL LUNCH	182,580	229,617	200,000	\$17,420	9.5%
10R303 1611 0000 00 000000	PUPIL LUNCH	159,800	182,882	165,000	\$5,200	3.3%
10R301 1620 0000 00 000000	ADULT LUNCH	-	-	-	-	NA
10R303 1620 0000 00 000000	ADULT LUNCH	-	-	-	-	NA
10R000 1690 0000 00 000000	OTHER FOOD SERVICE REVENUE	7,000	-	-	(\$7,000)	-100.0%
10R--- 16-- ----	*TOTAL FOOD SERVICE	\$419,980	\$472,394	\$432,900	\$12,920	3.1%

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10R000 1710 0000 00 000000	ATHLETIC FEES	\$18,200	\$19,052	\$19,000	\$800	4.4%
10R000 1723 0000 00 000000	INSTRUMENTAL MUSIC	30,200	27,063	27,000	(\$3,200)	-10.6%
10R000 1724 0000 00 000000	CHORUS FEE	2,211	1,518	1,500	(\$711)	-32.2%
10R000 1725 0000 00 000000	TEXTBOOK FINE	200.00	696	750	\$550	275.0%
10R000 1726 0000 00 000000	LIBRARY FINE	200.00	1,272	1,500	\$1,300	650.0%
	INDUSTRIAL TECH FINES	-	211.43	500	\$500	NA
	SCIENCE FINES & FEES	-	-	500	\$500	NA
	OTHER STUDENT FEES	1,000	3,660	1,000	-	0.0%
	*TOTAL STUDENT FEES	\$52,011	\$53,472	\$51,750	(\$261)	-0.5%
10R000 1810 0000 00 000000	REGISTRATION FEE	-	-	-	-	NA
10R201 1810 0000 00 000000	REGISTRATION FEE	96,024	58,337	77,486	(\$18,538)	-19.3%
10R203 1810 0000 00 000000	REGISTRATION FEE	122,877	110,116	120,655	(\$2,222)	-1.8%
10R205 1810 0000 00 000000	REGISTRATION FEE	96,080	73,750	89,849	(\$6,231)	-6.5%
10R207 1810 0000 00 000000	REGISTRATION FEE	122,954	105,435	121,908	(\$1,046)	-0.9%
10R209 1810 0000 00 000000	REGISTRATION FEE	124,500	102,603	110,918	(\$13,582)	-10.9%
10R220 1810 0000 00 000000	REGISTRATION FEE	2,600	3,417	3,500	\$900	34.6%
10R301 1810 0000 00 000000	REGISTRATION FEE	220,300	188,305	231,320	\$11,020	5.0%
10R303 1810 0000 00 000000	REGISTRATION FEE	214,500	177,615	207,680	(\$6,820)	-3.2%
	*TOTAL REGISTRATION FEES	\$999,835	\$819,579	\$963,316	(\$36,519)	-3.7%
10R000 1920 0000 00 000000	DONATION FROM PRIVATE SOURCE	-	450.00	500	\$500	NA
10R000 1931 0000 00 000000	SALE OF FIXED ASSET	1,000	300.00	500	(\$500)	-50.0%
10R403 1933 0000 00 000000	DAY CARE PROGRAM FEES	732,700	694,930	732,700	-	0.0%
10R000 1950 0000 00 000000	REFUND PRIOR YEAR EXPENDITURE	20,000	56,916	20,000	-	0.0%
10R000 1951 0000 00 000000	LICA REIMBURSEMENT	0	0	42,000	42,000.00	NA
10R000 1952 0000 00 000000	MTSEP REIMBURSEMENT	0	0	100,000	100,000.00	NA
10R000 1960 0000 00 000000	TIF PAYMENT	553,972	650,640	560,000	\$6,028	1.1%
	BS/LUNCH SUPERVISION FEE	-	(475)	-	-	NA



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10R201 1994 0000 00 000000	BS/LUNCH SUPERVISION FEE	106,000	62,933	27,810	(\$78,190)	-73.8%
10R203 1994 0000 00 000000	BS/LUNCH SUPERVISION FEE	106,000	105,145	30,900	(\$75,100)	-70.8%
10R205 1994 0000 00 000000	BS/LUNCH SUPERVISION FEE	106,000	86,721	41,200	(\$64,800)	-61.1%
10R207 1994 0000 00 000000	BS/LUNCH SUPERVISION FEE	106,000	109,636	41,200	(\$64,800)	-61.1%
10R209 1994 0000 00 000000	BS/LUNCH SUPERVISION FEE	106,000	100,221	42,230	(\$63,770)	-60.2%
10R000 1998 0000 00 000000	ACTIVITY TRANSFER	-	-	-	-	NA
10R000 1999 0000 00 000000	OTHER REVENUE	10,500	7,337	6,000	(\$4,500)	-42.9%
10R--- 19-- ---- -- ----	*TOTAL OTHER REVENUE	\$1,848,172	1,874,753	\$1,645,040	(\$203,132)	-11.0%
10R--- 1-- ---- -- ----	*TOTAL LOCAL INCOME					
10R000 3001 0000 00 000000	GENERAL STATE AID	\$49,807,529	\$48,507,192	\$49,641,048	(\$166,481)	-0.3%
		\$1,503,080	\$1,437,794	\$1,353,000	(\$150,080)	-10.0%
10R000 3100 0000 00 000000	SPEC ED - PRIVATE FACILITY	\$607,073	\$437,907	\$388,750	(\$218,323)	-36.0%
10R000 3105 0000 00 000000	SPEC ED - EXTRAORDINARY	693,603	550,723	556,232	(\$137,371)	-19.8%
10R000 3110 0000 00 000000	SPEC ED - PERSONNEL	1,056,392	1,060,799	1,051,373	(\$5,019)	-0.5%
10R000 3120 0000 00 000000	SPEC ED - ORPHANAGE INDIVIDUAL	237,038	181,191	181,190	(\$55,848)	-23.6%
10R000 3130 0000 00 000000	SPEC ED - ORPHANAGE SUMMER SCH	12,314	-	12,314	-	0.0%
10R000 3145 0000 00 000000	SPEC ED SUMMER SCHOOL	6,012	6,170	6,012	-	0.0%
10R000 3305 0000 00 000000	BILINGUAL EDUCATION	5,649	2,649	2,164	(3,485)	-61.7%
10R000 3360 0000 00 000000	STATE FREE LUNCH	1,750	1,656	1,750	-	0.0%
10R000 3651 0000 00 000000	NATIONAL BOARD CERTIFICATION	-	739	-	-	NA
10R000 3715 0000 00 000000	READING IMPROVEMENT	-	-	-	-	NA
10R000 3775 0000 00 000000	ADA SAFETY & ED IMPROVEMENT	-	-	-	-	NA
10R000 3900 0000 00 000000	OTHER STATE REVENUE	-	3,124	3,124.00	\$3,124	NA
10R--- 3--- ---- -- ----	*TOTAL OTHER STATE REVENUE	\$2,619,831	\$2,244,959	\$2,202,909	(\$416,922)	-15.9%

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10R000 4140 0000 00 000000	CAREER AND TECH ED IMPRV GRANT	-	-	-	-	NA
10R000 4215 0000 00 000000	SPECIAL MILK	49,639	41,499	49,639	-	0.0%
10R000 4400 0000 00 000000	TITLE IV SAFE & DRUG FREE IDEA PRESCOOL	-	-	-	-	NA
10R000 4620 0000 00 000000	IDEA FLOW-THROUGH	1,038,565	523,994	1,119,000	17,926	NA
10R000 4625 0000 00 000000	IDEA ROOM & BOARD	-	27,777	28,000	80,435	7.7%
10R000 4856 0000 00 000000	ARRA IDEA PRESCOOL	1,212	1,212	-	28,000	NA
10R000 4857 0000 00 000000	ARRA IDEA FLOW-THROUGH	164,789	164,789	-	(1,212)	-100.0%
10R000 4857 0000 00 485700	ARRA IDEA FLOW-THROUGH	-	-	-	(164,789)	-100.0%
10R000 4880 0000 00 000000	OTHER FEDERAL REVENUE	-	2,973	-	-	NA
10R000 4932 0000 00 000000	TITLE II TEACHER QUALITY	91,621	67,318	91,621	-	NA
10R000 4971 0000 00 000000	TECHNOLOGY ENHANCING ED	1,361	1,361	-	-	0.0%
10R000 4991 0000 00 000000	MEDICAID MATCH-ADMIN OUTREACH	83,100	213,256	163,550	(1,361)	-100.0%
10R000 4992 0000 00 000000	MEDICAID FEE FOR SERVICE	-	13,329	-	80,450	96.8%
10R--- 49-- ----	*TOTAL FEDERAL REVENUE	\$1,430,287	\$1,057,508	\$1,469,736	\$39,449	2.8%
10R000 7120 0000 00 000000	PERM TRANS WC INTEREST	\$167,739	\$0	\$200,000	\$32,261	19.2%
10R000 7140 0000 00 000000	PERM TRANSFER OF INTEREST	9,526	-	-	(\$9,526)	-100.0%
10R--- 71-- ----	*TOTAL TRANSFER IN	\$177,265	\$0	\$200,000	\$22,735	12.8%
10-----	*TOTAL EDUCATION FUND	\$55,537,992	\$53,247,452	\$54,866,693	(\$671,299)	-1.2%



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		2011-12 Revenue Budget	Activity as of May 31, 2012			
20R000 1111 0000 00 000000	CURRENT YEAR LEVY	\$3,640,000	\$4,340,970	\$4,300,000	\$660,000	18.1%
20R000 1112 0000 00 000000	FIRST PRIOR YEAR LEVY	3,600,000	3,679,353	3,800,000	\$200,000	5.6%
20R000 1113 0000 00 000000	OTHER PRIOR YEAR LEVY	(2,500)	(13,318)	(2,500)	-	0.0%
20R--- 11-- ---- -- ----	*TOTAL TAXES	\$7,237,500	\$8,007,005	\$8,097,500	\$860,000	11.9%
20R000 1510 0000 00 000000	INTEREST ON INVESTMENTS	\$0	\$1,268	\$500	\$500	NA
20R000 1512 0000 00 000000	INTEREST ON TAXES	1,000	463	500	(\$500)	-50.0%
20R--- 15-- ---- -- ----	*TOTAL INTEREST	\$1,000	\$1,731	\$1,000	-	0.0%
20R000 1910 0000 00 000000	BUILDING RENTAL	\$33,250	\$12,181	\$33,250	-	0.0%
20R220 1910 0000 00 000000	BUILDING RENTAL	28,788	26,597	29,652	\$864	3.0%
20R000 1950 0000 00 000000	REFUND PRIOR YEAR EXPENDITURE	1,000	1,000.00	1,000	-	0.0%
20R000 1995 0000 00 700001	FAA-CHICAGO DEPT OF AVIATION	-	-	-	-	NA
20R000 1995 0000 00 700002	FAA-CHICAGO DEPT OF AVIATION	74,167	-	-	(\$74,167)	-100.0%
20R000 1997 0000 00 000000	E-RATE	45,000.00	40,090	40,100	(\$4,900)	-10.9%
20R000 1999 0000 00 000000	OTHER REVENUE	-	926.35	500.00	\$500	NA
20R--- 19-- ---- -- ----	*TOTAL OTHER REVENUE	\$182,205	\$80,794	\$104,502	(\$77,703)	-42.6%
20R--- 1--- ---- -- ----	*TOTAL LOCAL REVENUE	\$7,420,705	\$8,089,530	\$8,203,002	\$782,297	10.5%
20R000 3900 0000 00 000000	OTHER STATE REVENUE (LIGHTING)	241,585	241,586	\$50,000	(\$191,586)	NA
20R--- 39-- ---- -- ----	*TOTAL STATE REVENUE	\$241,585	\$241,586	\$50,000	(\$191,585)	-79.3%
20R000 4900 0000 00 700001	OTHER FEDERAL REVENUE (FEMA)	\$16,871	16,871	\$0	(\$16,871)	-100.0%
20R000 4999 0000 00 700001	FAA FUNDS	-	-	-	-	NA
20R000 4999 0000 00 700002	FAA FUNDS	296,666	-	-	(\$296,666)	-100.0%
20R--- 49-- ---- -- ----	*TOTAL FEDERAL REVENUE	\$313,537	\$16,871	\$0	(\$313,537)	-100.0%
20----- ---- -- ----	*TOTAL OPERATIONS & MAINTENANCE	\$7,975,827	\$8,347,987	\$8,253,002	\$277,175	3.5%

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30R000 1111 0000 00 0000000	CURRENT YEAR LEVY	\$1,570,000	\$1,558,814	\$1,390,000	(\$180,000)	-11.5%
30R000 1112 0000 00 0000000	FIRST PRIOR YEAR LEVY	1,400,000	1,577,390	1,530,000	\$130,000	9.3%
30R000 1113 0000 00 0000000	OTHER PRIOR YEAR LEVY	(1,000)	(5,525)	(1,000)	-	0.0%
30R-- 11-- -- -- --	*TOTAL TAXES	\$2,969,000	\$3,130,678	\$2,919,000	(\$211,678)	-6.8%
30R000 1510 0000 00 0000000	INTEREST ON INVESTMENTS	\$9,245	\$7,523	\$6,500	(\$2,745)	-29.7%
30R000 1512 0000 00 0000000	INTEREST ON TAXES	281	179	500	\$219	77.9%
30R-- 15-- -- -- --	*TOTAL INTEREST	\$9,526	\$7,701	\$7,000	-	-9.1%
30-- -- -- -- --	*TOTAL DEBT SERVICES	\$2,978,526	\$3,138,379	\$2,926,000	(\$52,526)	-1.8%



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		2011-12 Revenue Budget	Activity as of May 31, 2012	Tentative Revenue Budget	Dollar Increase (Budget to Budget)	
40R000 1111 0000 00 0000000	CURRENT YEAR LEVY	\$590,000	\$774,290	\$525,000	(\$65,000)	-11.0%
40R000 1112 0000 00 0000000	FIRST PRIOR YEAR LEVY	790,000	810,715	683,000	(\$107,000)	-13.5%
40R000 1113 0000 00 0000000	OTHER PRIOR YEAR LEVY	(1,000)	(4,034)	(1,000)	-	0.0%
40R--- 11-- ---- -- ----	*TOTAL TAXES	\$1,379,000	\$1,580,971	\$1,207,000	(\$172,000)	-12.5%
40R--- 14-- ---- -- ----	*TOTAL PAY RIDER FEES	\$58,745	\$80,433	\$71,230	\$12,485	21.3%
40R000 1510 0000 00 0000000	INTEREST ON INVESTMENTS	\$5,672	\$8,550	\$7,000	\$1,328	23.4%
40R000 1512 0000 00 0000000	INTEREST ON TAXES	212	103	250	\$38	17.9%
40R--- 15-- ---- -- ----	*TOTAL INTEREST INCOME	\$5,884	\$8,653	\$7,250	\$1,366	23.2%
40R000 1950 0000 00 0000000	REFUND PRIOR YEAR EXPENDITURE	\$400	400.00	\$400	-	0.0%
40R--- 1 --- ---- -- ----	*TOTAL LOCAL REVENUE	\$1,444,029	\$1,670,457	\$1,285,880	(\$158,149)	-11.0%
40R000 3500 0000 00 0000000	REGULAR TRANSPORTATION	\$0	(\$73,672)	-	\$0	NA
40R000 3510 0000 00 0000000	SPECIAL ED TRANSPORTATION	674,091	790,870	682,952	\$8,861	1.3%
40R--- 35-- ---- -- ----	*TOTAL STATE TRANSPORTATION	\$674,091	\$717,198	\$682,952	\$8,861	1.3%
40----- ---- -- ----	*TOTAL TRANSPORTATION	\$2,118,120	\$2,387,655	\$1,968,832	(\$149,288)	-7.0%

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		2011-12 Revenue Budget	Activity as of May 31, 2012			
50R000 1111 0000 00 0000000	CURRENT YEAR LEVY	\$575,000	\$497,758	\$553,000	(\$22,000)	-3.8%
50R000 1112 0000 00 0000000	FIRST PRIOR YEAR LEVY	500,000	520,938	439,000	(\$61,000)	-12.2%
50R000 1113 0000 00 0000000	OTHER PRIOR YEAR LEVY	(1,000)	(2,133)	(1,000)	-	0.0%
50R000 1151 0000 00 0000000	SS CURRENT YEAR LEVY	575,000	497,758	472,000	(\$103,000)	-17.9%
50R000 1152 0000 00 0000000	SS FIRST PRIOR YEAR LEVY	500,000	521,176	439,000	(\$61,000)	-12.2%
50R000 1153 0000 00 0000000	SS OTHER PRIOR YEAR LEVY	(1,000)	(2,532)	(1,000)	-	0.0%
50R--- 11-- -- -- --	*TOTAL TAXES	\$2,148,000	\$2,032,965	\$1,901,000	(\$247,000)	-11.5%
50R000 1230 0000 00 0000000	CORP PERS PROP REPLACE TAX	\$110,441	\$108,722	\$103,868	(\$6,573)	-6.0%
50R000 1510 0000 00 0000000	INTEREST ON INVESTMENTS	\$4,740	\$7,244	\$6,500	\$1,760	37.1%
50R000 1512 0000 00 0000000	INTEREST ON TAXES	715	132	500	(\$215)	-30.1%
50R--- 15-- -- -- --	*TOTAL INTEREST	\$5,455	\$7,376	\$7,000	\$1,545	28.3%
50--- -- -- -- --	*TOTAL RETIREMENT (IMRF/SS/MEDICARE)	\$2,263,896	\$2,149,062	\$2,011,868	(\$252,028)	-11.1%

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60R000 7800 0000 00000000	TRANSFER		3,000,000	0	(\$3,000,000)	NA
60R--- 78-- -- -- -- --	*TOTAL TRANSFER	\$0	\$3,000,000	\$0	(\$3,000,000)	NA
60--- -- -- -- --	*TOTAL CAPITAL PROJECTS	\$0	\$3,000,000	\$0	(\$3,000,000)	NA
70R000 1111 0000 00000000	CURRENT YEAR LEVY	105,000.00	270,941.46	\$262,000	\$157,000	149.5%
70R000 1112 0000 00000000	FIRST PRIOR YEAR LEVY	-	-	239,000	\$239,000	NA
70R000 1113 0000 00000000	OTHER PRIOR YEAR LEVY	(500)	(2,029)	(500)	-	0.0%
70R--- 11-- -- -- -- --	*TOTAL TAXES	\$104,500	\$268,913	\$500,500	\$396,000	378.9%
70R000 1510 0000 00000000	INTEREST ON INVESTMENTS	\$167,627	\$217,404	\$200,000	\$32,373	19.3%
70R000 1512 0000 00000000	INTEREST ON TAXES	112	2	1,000	\$888	792.9%
70R--- 15-- -- -- -- --	*TOTAL INTEREST	\$167,739	\$217,406	\$201,000	\$33,261	19.8%
70--- -- -- -- --	*TOTAL WORKING CASH	\$272,239	\$486,319	\$701,500	\$429,261	157.7%



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		2011-12 Revenue Budget	Activity as of May 31, 2012	Tentative Revenue Budget	Dollar Increase (Budget to Budget)	
80R000 1121 0000 00 0000000	CURRENT YEAR LEVY	\$317,000	\$379,312	\$320,000	\$3,000	0.9%
80R000 1122 0000 00 0000000	FIRST PRIOR YEAR LEVY	335,000	347,383	334,000	(1,000.00)	-0.3%
80R000 1123 0000 00 0000000	OTHER PRIOR YEAR LEVY	(1,000)	(2,689)	(1,000)	-	0.0%
80R--- 11-- ----	*TOTAL TAXES	\$651,000	\$724,006	\$653,000	\$2,000	0.3%
80R000 1510 0000 00 0000000	INTEREST ON INVESTMENTS	\$3,477	\$3,894	\$3,000	(\$477)	-13.7%
80R000 1512 0000 00 0000000	INTEREST ON TAXES	250	45	500	\$250	100.0%
80R--- 15-- ----	*TOTAL INTEREST	\$3,727	\$3,939	\$3,500	(\$227)	-6.1%
80R000 1950 0000 00 0000000	OTHER REVENUE	-	2,900.00	-	-	NA
80-----	*TOTAL TORT	\$654,727	\$730,845	\$656,500	\$1,773	0.3%
XX-----	*ALL FUNDS REVENUE	\$71,801,327	\$73,487,699	\$71,384,395	(\$416,932)	-0.6%

### 2012-13 Tentative Expenditure Budget (June 11, 2012)

Description of Expenditure Type	Fund								2011-12 Budget	% of Budget Increase (Decrease)
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity		
Salary-Teacher	\$30,061,652	-	-	-	-	-	-	-	\$30,598,573	-1.8%
Salary-All Other	\$11,006,776	\$2,563,092	-	\$30,628	-	-	-	-	13,274,003	2.5%
Benefits	6,224,495	399,406	-	-	\$2,259,375	-	-	40,000	8,462,726	5.4%
Purchased Services	2,173,140	1,037,080	-	1,544,250	-	600,000	-	598,994	5,447,300	9.3%
Supplies	1,899,013	1,036,900	-	-	-	-	-	5,000	3,197,316	-8.0%
Capital Outlay	172,550	108,000	-	-	-	1,800,000	-	-	2,080,550	-30.5%
Other Expense	114,225	2,000	2,805,228	-	-	-	200,000	-	2,992,304	1.7%
Other Expense, Tuition	2,067,000	-	-	-	-	-	-	-	3,067,790	-40.0%
Total Expenses	\$53,718,851	\$5,146,478	\$2,805,228	\$1,574,878	\$2,259,375	2,400,000	\$200,000	\$643,994	\$70,485,114	-2.5%
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total	
2012-13 Tentative Budget*	\$53,718,851	\$5,146,478	\$2,805,228	\$1,574,878	\$2,259,375	\$2,400,000	\$200,000	\$643,994	\$68,748,804	
2011-12 Budget	\$55,231,065	\$7,890,538	\$2,813,826	\$1,585,659	\$2,109,375	\$0	\$167,739	\$686,912	\$70,485,114	
% of Budget Increase (Decrease)	-2.7%	-31.8%	-0.3%	-0.7%	7.1%	NA	19.2%	-6.2%	2.5%	



**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**  
**2012-13 Tentative Budget (June 11, 2012)**  
**COMPARISON OF EXPENDITURES BY OBJECTS**

EDUCATIONAL FUND	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
SALARIES	\$34,301,494	\$36,928,435	\$39,154,809	\$41,311,856	\$41,068,428	(\$243,428)	-0.6%
EMPLOYEE BENEFITS	4,530,922	5,031,640	4,789,926	5,923,594	8,224,495	\$300,901	5.1%
PURCHASED SERVICES	2,384,705	1,892,302	1,506,072	2,182,027	2,173,140	(\$8,887)	-0.4%
SUPPLIES & MATERIALS	1,689,440	2,321,135	2,104,148	2,089,968	1,899,013	(\$170,953)	-8.3%
CAPITAL OUTLAY	111,850	558,970	783,899	214,295	172,550	(\$41,745)	-19.5%
OTHER	1,844,592	3,572,045	3,805,042	3,529,327	2,181,225	(\$1,348,102)	-38.2%
<b>TOTAL</b>	<b>\$44,683,003</b>	<b>\$50,302,527</b>	<b>\$51,923,896</b>	<b>\$55,231,065</b>	<b>\$53,718,851</b>	<b>(\$1,512,214)</b>	<b>-2.7%</b>
% Change	-7.1%	12.1%	3.2%	6.4%	-2.7%		

TORT FUND	2008-09 Actual	2009-10 Actual	2010-11 June 30 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
SALARIES	\$ 416,716	-	-	-	-	\$0	NA
EMPLOYEE BENEFITS	81,044	948	41,315	40,000	40,000	\$0	0.0%
PURCHASED SERVICES	887,976	180,869	473,834	641,912	598,994	(\$42,918)	-6.7%
SUPPLIES & MATERIALS	7,192	6,526	257	5,000	5,000	\$0	0.0%
OTHER	-	8,194	\$2,333	\$0	\$0	\$0	NA
<b>TOTAL</b>	<b>\$ 1,392,928</b>	<b>\$ 198,537</b>	<b>\$ 517,739</b>	<b>\$ 686,912</b>	<b>\$ 643,994</b>	<b>(\$42,918)</b>	<b>-6.2%</b>
% Change	9.95%	-85.69%	163.43%	32.68%	-6.2%		

OPERATIONS & MAINTENANCE FUND	2008-09 Actual	2009-10 Actual	2010-11 June 30 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
SALARIES	\$ 1,992,701	\$ 2,230,577	\$ 2,507,700	\$ 2,530,092	\$ 2,563,092	\$33,000	1.3%
EMPLOYEE BENEFITS	288,642	311,793	330,023	389,757	399,406	\$9,649	2.5%
PURCHASED SERVICES	614,601	829,241	1,668,000	1,088,330	1,037,080	(\$51,250)	-2.9%
SUPPLIES & MATERIALS	1,170,687	1,106,222	1,083,283	1,122,350	1,038,900	(\$83,450)	-7.6%
CAPITAL OUTLAY	2,268,148	5,619,395	8,203,282	2,778,009	108,000	(\$2,670,009)	-96.1%
OTHER	-	-	61	2,000	2,000	\$0	0.0%
<b>TOTAL</b>	<b>\$ 6,332,779</b>	<b>\$ 10,297,228</b>	<b>\$ 13,772,329</b>	<b>\$ 7,890,538</b>	<b>\$ 5,148,478</b>	<b>(\$2,744,060)</b>	<b>-34.9%</b>
% Change	32.7%	62.6%	33.7%	-42.7%	-34.8%		

TRANSPORTATION FUND	2008-09 Actual	2009-10 Actual	2010-11 June 30 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
SALARIES	\$ 219,789	\$ 61,924	\$ 30,628	\$ 30,628	\$ 30,628	\$0	NA
EMPLOYEE BENEFITS	45,354	3,005	-	-	-	\$0	NA
PURCHASED SERVICES	1,797,007	1,820,093	1,767,695	1,555,031	1,544,250	(\$10,781)	-0.7%
SUPPLIES & MATERIALS	14,857	7,870	-	-	-	\$0	NA
CAPITAL OUTLAY	43,427	610	-	-	-	\$0	NA
TRANSFERS OUT	-	353	-	-	-	\$0	NA
<b>TOTAL</b>	<b>\$ 2,120,234</b>	<b>\$ 1,893,855</b>	<b>\$ 1,798,323</b>	<b>\$ 1,585,659</b>	<b>\$ 1,574,878</b>	<b>(\$10,781)</b>	<b>-0.7%</b>
% Change	14.7%	-10.7%	-5.0%	-11.8%	-0.7%		

ILL. MUNICIPAL RETIREMENT FUND	2008-09 Actual	2009-10 Actual	2010-11 June 30 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
EMPLOYEE BENEFITS	\$1,610,113	\$1,731,234	\$1,916,299	\$2,109,375	\$2,259,375	\$150,000	7.1%
<b>TOTAL</b>	<b>\$ 1,610,113</b>	<b>\$ 1,731,234</b>	<b>\$ 1,916,299</b>	<b>\$ 2,109,375</b>	<b>\$ 2,259,375</b>	<b>\$150,000</b>	<b>7.1%</b>
% Change	5.2%	7.5%	10.7%	10.1%	7.1%		

CAPITAL IMPROVEMENT	2008-09 Actual	2009-10 Actual	2010-11 June 30 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
PURCHASED SERVICES	\$ -	-	\$ -	\$ -	\$ 600,000	\$0	NA
CAPITAL IMPROVEMENTS	\$ -	-	\$ -	\$ -	\$ 1,800,000	\$0	NA
<b>TOTAL</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>	<b>\$0</b>	<b>NA</b>

WORKING CASH FUND	2008-09 Actual	2009-10 Actual	2010-11 June 30 Actual	2011-12 Budget	2012-13 Tentative Budget	\$ Change from 2011-12 Budget	% Change from 2011-12 Budget
OTHER	\$364,034	\$318,266	\$174,690	\$187,739	\$200,000	\$32,261	19.2%
<b>TOTAL</b>	<b>\$ 364,034</b>	<b>\$ 318,266</b>	<b>\$ 174,690</b>	<b>\$ 187,739</b>	<b>\$ 200,000</b>	<b>\$32,261</b>	<b>19.2%</b>
% Change	-10.9%	-12.6%	-45.1%	-4.0%	19.2%		

OPERATING FUNDS							
SALARIES	\$ 38,930,701	\$ 39,220,936	\$ 41,893,137	\$ 43,872,576	\$ 43,882,148	(\$210,428)	-0.5%
Employee Benefits	8,556,075	7,078,620	7,057,563	8,462,726	8,923,278	\$460,550	5.4%
Purchased Services	5,884,289	4,722,505	5,415,801	5,447,300	5,953,484	\$506,164	9.3%
Supplies & Materials	2,881,975	3,441,753	3,187,868	3,197,316	2,940,913	(\$256,403)	-8.0%
Capital Outlay	155,277	6,376,975	8,987,181	2,992,304	2,080,550	(\$911,754)	-30.5%
Other	1,844,592	3,898,505	3,782,126	3,899,086	2,383,225	(\$1,515,841)	-35.6%
Tuition	-	-	-	-	-	\$0	NA
Transfer Out	364,034	-	-	-	-	\$0	NA
<b>Grand Total Operating Fund</b>	<b>\$ 54,416,942</b>	<b>\$ 64,739,294</b>	<b>\$ 70,103,276</b>	<b>\$ 67,671,288</b>	<b>\$ 65,943,576</b>	<b>(\$1,727,712)</b>	<b>-2.6%</b>
% Change	-4.9%	19.0%	8.3%	-3.5%	-2.6%		

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**  
**2012-13 Tentative Budget (June 11, 2012)**  
**COMPARISON OF EXPENDITURES BY OBJECTS**

Other Funds							
DEBT SERVICE	2008-09	2009-10	2010-11	2011-12	2012-13	\$ Change	% Change
	Actual	Actual	June 30 Actual	Budget	Tentative Budget	from 2011-12 Budget	from 2011-12 Budget
OTHER	\$ 4,305,080	\$ 2,620,465	\$ 2,530,171	\$ 2,813,826	\$ 2,805,228	(\$8,598)	-0.3%
TRANSFERS OUT	-	-	-	-	-	\$0	NA
<b>TOTAL</b>	<b>\$ 4,305,080</b>	<b>\$ 2,620,465</b>	<b>\$ 2,530,171</b>	<b>\$ 2,813,826</b>	<b>\$ 2,805,228</b>	<b>(\$8,598)</b>	<b>-0.3%</b>
	3.2%	-39.1%	-3.4%	11.2%	-0.3%		
GRAND TOTAL ALL FUNDS							
Salaries	\$ 38,930,701	\$ 39,220,938	\$ 41,693,137	\$ 43,872,576	\$ 43,682,148	(\$210,428)	-0.5%
Employee Benefits	6,558,075	7,078,620	7,057,563	8,462,726	8,923,276	\$460,550	5.4%
Purchased Services	5,684,289	4,722,505	5,415,601	5,447,300	5,953,464	\$506,164	9.3%
Supplies & Materials	2,881,975	3,441,753	3,167,668	3,197,316	2,940,913	(\$256,403)	-8.0%
Capital Outlay	155,277	8,376,975	8,987,181	2,992,304	2,080,550	(\$911,754)	-30.5%
Other	6,149,672	8,518,970	8,312,297	6,512,892	5,188,453	(\$1,324,439)	-20.3%
Tuition	-	-	-	-	-	\$0	NA
Transfer Out	364,034	-	-	-	-	\$0	NA
<b>Grand Total Operating Funds</b>	<b>\$ 58,722,023</b>	<b>\$ 67,359,759</b>	<b>\$ 72,633,447</b>	<b>\$ 70,485,114</b>	<b>\$ 68,748,804</b>	<b>(\$1,736,310)</b>	<b>-2.5%</b>
	#REF!	14.7%	7.8%	-3.0%	-2.5%		
ARRA Funding			\$ 70,103,278		\$ 65,943,576		
ARRA Funding			-276003				
FAA Funding			-1212				
FAA Funding			\$ (6,460,144)				
			<b>\$ 63,365,917</b>		<b>\$ 65,943,576</b>	<b>\$0</b>	



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12	2011-12	2011-12	2012-13	Dollar	Percent Increase
		Expenditure	Fiscal Year to			Increase	(Budget to Budget)
		Budget	Date Activity as	of	Tentative Budget	(Budget to Budget)	
				May 31, 2012			
10E--- 1100 --	Administrative	\$2,594,386	\$2,335,801	\$2,558,441	(\$35,945)	-1.4%	
10E--- 1110 --	Psychologists	378,862	301,755	414,362	\$35,500	9.4%	
10E--- 1120 --	Exempt Staff	853,932	746,955	643,506	(\$210,426)	-24.6%	
10E--- 1200 --	Teacher	30,598,573	23,127,613	30,061,652	(\$536,921)	-1.8%	
10E--- 1309 --	Misc Teacher	3,000	269	3,000	\$0	0.0%	
10E--- 1310 --	Intern	20,800	14,545	36,800	\$16,000	76.9%	
10E--- 1311 --	Stipend	155,000	189,920	255,000	\$100,000	64.5%	
10E--- 1312 --	Stipend-Athletic	80,000	46,379	80,000	\$0	0.0%	
10E--- 1313 --	Stipend-Improve Of Instruction	168,946	23,782	54,800	(\$114,146)	-67.6%	
10E--- 1314 --	Stipend-Mentor	13,088	24,766	30,000	\$16,912	129.2%	
10E--- 1315 --	Athletic Supervision	2,000	7,137	6,970	\$4,970	248.5%	
10E--- 1316 --	TLC Supervision	48,000	12,550	24,000	(\$24,000)	-50.0%	
10E--- 1317 --	Music Supervision	15,000	125	5,000	(\$10,000)	-66.7%	
10E--- 1318 --	Student Supervision	120,000	76,317	105,000	(\$15,000)	-12.5%	
10E--- 1322 --	Sub-Professional Development	209,300	135,634	178,420	(\$30,880)	-14.8%	
10E--- 1323 --	Sub-Sick	790,000	677,496	790,000	\$0	0.0%	
10E--- 1324 --	Sub-Nurses	12,500	34,891	30,000	\$17,500	140.0%	
10E--- 1325 --	Tutor	5,000	11	5,000	\$0	0.0%	
10E--- 1410 --	Teacher Assistant	2,097,211	1,852,121	2,097,211	\$0	0.0%	
10E--- 1420 --	Nurse	209,193	225,821	260,000	\$50,807	24.3%	
10E--- 1425 --	OT/PT	-	-	359,721	\$359,721	NA	
10E--- 1430 --	Library Assistant	180,919	140,700	180,919	\$0	0.0%	
10E--- 1510 --	Lunchroom Supervision	500,000	474,296	500,000	\$0	0.0%	
10E--- 1520 --	Extended Day Assistant	405,100	223,751	405,100	\$0	0.0%	
10E--- 1530 --	Secretary	1,178,208	1,044,067	1,198,208	\$20,000	1.7%	
10E--- 1531 --	Sub-Clerical	25,000	36,898	35,000	\$10,000	40.0%	
10E--- 1540 --	Accounting	63,123	66,516	108,123	\$45,000	71.3%	
10E--- 1550 --	Senior Workers	50,000	35,279	50,000	\$0	0.0%	



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12	2011-12	2011-12	2012-13	Dollar	Percent Increase
		Expenditure	Fiscal Year to	Date Activity as			
		Budget		of	Tentative Budget	Increase	(Budget to Budget)
				May 31, 2012			
10E--- 1560 --	Technologists	299,215	242,164		299,215	\$0	0.0%
10E--- 1910 --	Summer School Teacher	193,500	184,441		258,500	\$65,000	33.6%
10E--- 1930 --	Curriculum Writing	27,000	16,623		29,480	\$2,480	9.2%
10E--- 1940 --	Summer Stipends	5,000	-		-	(\$5,000)	-100.0%
10E--- 1950 --	Improve Of Instruct Stipend	10,000	-		5,000	(\$5,000)	-50.0%
10E--- 1 ---	Salary	\$41,311,856	\$32,298,622		\$41,068,428	(\$243,428)	-0.6%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12				Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
		2011-12 Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012	2012-13				
10E--- 2110 --	Health Prevention	\$25,000	\$2,546	\$10,000	(\$15,000)	-60.0%		
10E--- 2120 --	PPO Insurance	3,695,300	2,616,077	3,887,000	\$191,700	5.2%		
10E--- 2130 --	HMO Insurance	302,636	247,019	353,580	\$50,944	16.8%		
10E--- 2140 --	Dental Insurance	210,818	139,428	210,818	\$0	0.0%		
10E--- 2150 --	Health Insurance Waiver	32,226	39,135	45,200	\$12,974	40.3%		
10E--- 2155 --	Employee Assist Program	10,000	-	10,000	\$0	0.0%		
10E--- 2300 --	Life Insurance	57,524	25,996	42,000	(\$15,524)	-27.0%		
10E--- 2310 --	Long Term Disability	9,502	8,217	9,502	\$0	0.0%		
10E--- 2730 --	Employer IMRF	-	5,767	-	\$0	NA		
10E--- 2810 --	Employer TRS Contribution	238,641	189,339	243,000	\$4,359	1.8%		
10E--- 2811 --	Admin Board Paid TRS	304,170	209,992	304,170	\$0	0.0%		
10E--- 2820 --	Employer TRS-This Contribution	266,131	204,750	266,131	\$0	0.0%		
10E--- 2830 --	Employer TRS Federal Funding	32,874	36,848	32,874	\$0	0.0%		
10E--- 2840 --	TRS Early Retirement Option	100,000	79,866	-	(\$100,000)	-100.0%		
10E--- 2845 --	TRS-Retirement Penalty	27,043	24,998	30,000	\$2,957	10.9%		
10E--- 2850 --	Retirement Incentive	317,352	292,351	407,507	\$90,155	28.4%		
10E--- 2855 --	Retirement Sick Leave	66,561	66,561	33,313	(\$33,248)	-50.0%		
10E--- 2860 --	Retirement Health Insurance	200,016	131,169	311,600	\$111,584	55.8%		
10E--- 2999 --	Benefit Consultants	27,800	25,672	27,800	\$0	0.0%		
10E--- 2----	Employee Benefits	\$5,923,594	\$4,345,731	\$6,224,495	\$300,901	5.1%		

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12				2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
		2011-12	Fiscal Year to					
		Expenditure Budget	Date Activity as of May 31, 2012					
10E--- 3100 --	Professional & Technical Service	\$144,000	\$41,258		\$92,500	(\$51,500)	-35.8%	
10E--- 3130 --	Community Activities	40,000	12,049		65,000	\$25,000	62.5%	
10E--- 3140 --	Instructional Profession Scvs	155,629	63,194		86,629	(\$69,000)	-44.3%	
10E--- 3141 --	Workshops	16,700	1,734		16,700	\$0	0.0%	
10E--- 3142 --	Staff Development	99,220	53,500		84,230	(\$14,990)	-15.1%	
10E--- 3143 --	Mileage Reimbursement	38,482	33,177		40,442	\$1,960	5.1%	
10E--- 3145 --	Interpreters	1,000	674		1,000	\$0	0.0%	
10E--- 3146 --	Professional Growth	86,880	38,384		83,880	(\$3,000)	-3.5%	
10E--- 3147 --	Career Service Incentive	25,000	19,263		25,000	\$0	0.0%	
10E--- 3148 --	Personnel Recruitment	30,000	5,280		10,000	(\$20,000)	-66.7%	
10E--- 3149 --	Meeting Expense	12,900	3,493		12,500	(\$400)	-3.1%	
10E--- 3150 --	Food Service Contract	488,019	484,990		606,200	\$118,181	24.2%	
10E--- 3161 --	Annual License Fees	184,125	157,870		235,750	\$51,625	28.0%	
10E--- 3162 --	Communication Reimbursement	27,060	25,410		27,060	\$0	0.0%	
10E--- 3163 --	Software	90,500	46,403		89,395	(\$1,105)	-1.2%	
10E--- 3169 --	Testing & Assessment	10,000	-		-	(\$10,000)	-100.0%	
10E--- 3170 --	Audit Services	28,815	18,600		28,815	\$0	0.0%	
10E--- 3175 --	Treasurer Expense	52,500	47,992		55,000	\$2,500	4.8%	
10E--- 3180 --	Legal Services	150,000	67,020		150,000	\$0	0.0%	
10E--- 3190 --	Other Professional Scvs	39,010	3,206		10,500	(\$28,510)	-73.1%	
10E--- 3191 --	Athletic Referee & Judges	4,760	5,420		4,760	\$0	0.0%	
10E--- 3192 --	Athletic Travel	4,280	-		4,280	\$0	0.0%	
10E--- 3193 --	Textbook Binding	3,300	-		3,000	(\$300)	-9.1%	
10E--- 3201 --	Fixed Assets	-	-		-	\$0	NA	
10E--- 3230 --	Repair & Maintenance	106,400	74,554		99,190	(\$7,210)	-6.8%	
10E--- 3231 --	Print Management	34,000	39,927		45,109	\$11,109	32.7%	
10E--- 3234 --	Security/Fire Service Agreement	13,000	-		13,000	\$0	0.0%	
10E--- 3250 --	Rental	-	-		-	\$0	NA	



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012	2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
10E--- 3300 --	Transportation Contract	1,000	385	1,000	\$0	0.0%
10E--- 3311 --	Field Trips-Non-Reimbursable	5,100	5,977	5,800	\$700	13.7%
10E--- 3390 --	Student Activities	1,700	-	1,000	(\$700)	-41.2%
10E--- 3401 --	Postage	44,707	36,166	42,000	(\$2,707)	-6.1%
10E--- 3520 --	Legal Notices	500	387	500	\$0	0.0%
10E--- 3600 --	Printing	51,200	54,724	48,400	(\$2,800)	-5.5%
10E--- 3610 --	Copier Machines	168,623	140,280	160,000	(\$8,623)	-5.1%
10E--- 3880 --	Crossing Guards	5,117	5,117	6,000	\$883	17.3%
10E--- 3900 --	Other Purchase Services	18,500	20,048	18,500	\$0	0.0%
10E--- 3----	Purchased Services	\$2,182,027	\$1,506,482	\$2,173,140	(\$8,887)	-0.4%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12				Percent Increase (Budget to Budget)
		2011-12 Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012	2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	
10E--- 4100 --	General Supplies	\$1,211,593	\$1,071,844	\$1,211,593	\$0	0.0%
10E--- 4101 --	Snacks	19,458	15,904	19,458	\$0	0.0%
10E--- 4102 --	Music Supplies	25,562	23,550	25,008	(\$554)	-2.2%
10E--- 4103 --	Instrumental Music	5,700	10,025	8,700	\$3,000	52.6%
10E--- 4104 --	TLC Supplies	12,000	1,465	8,000	(\$4,000)	-33.3%
10E--- 4105 --	Testing Materials	-	-	-	\$0	NA
10E--- 4108 --	Nursing Supplies	11,975	6,652	11,975	\$0	0.0%
10E--- 4109 --	Instructional Materials	25,000	17,291	25,000	\$0	0.0%
10E--- 4110 --	Professional Materials	600	-	600	\$0	0.0%
10E--- 4111 --	Warehouse/Office Depot	23,300	16,047	20,921	(\$2,379)	-10.2%
10E--- 4112 --	Student Planner	17,000	12,420	16,400	(\$600)	-3.5%
10E--- 4120 --	Copier Paper	77,229	62,357	77,229	\$0	0.0%
10E--- 4146 --	Athletic Uniforms	2,000	2,148	2,000	\$0	0.0%
10E--- 4147 --	PE Uniforms	8,500	7,822	8,500	\$0	0.0%
10E--- 4148 --	Towel and Locks	19,800	12,692	19,800	\$0	0.0%
10E--- 4149 --	Roller Skating	7,700	8,747	7,700	\$0	0.0%
10E--- 4190 --	Capital Under \$1,500	46,500	39,283	45,000	(\$1,500)	-3.2%
10E--- 4200 --	Textbooks	358,225	235,750	296,272	(\$61,953)	-17.3%
10E--- 4205 --	Lost Library Books	-	306	2,500	\$2,500	NA
10E--- 4210 --	Periodicals	925	931	925	\$0	0.0%
10E--- 4220 --	Subscriptions	95,323	58,590	24,192	(\$71,131)	-74.6%
10E--- 4230 --	Instructional Videos	1,500	1,178	1,500	\$0	0.0%
10E--- 4240 --	Reference Materials	13,000	11,865	1,000	(\$12,000)	-92.3%
10E--- 4700 --	Technology Supplies	20,323	-	2,500	(\$17,823)	-87.7%
10E--- 4710 --	Software	47,261	33,577	44,500	(\$2,761)	-5.8%
10E--- 4790 --	Food Services Supplies	2,000	-	2,000	\$0	0.0%
10E--- 4900 --	Misc Supplies	17,492	6,197	15,740	(\$1,752)	-10.0%
10E--- 4 ---	Supplies	\$2,069,966	\$1,656,640	\$1,899,013	(\$170,953)	-8.3%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12				Percent Increase (Budget to Budget)
		2011-12 Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012	2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	
10E--- 5110 ---	Building Improvements Equipment Technology Equipment Capital Outlay	\$0	\$0	\$0		
10E--- 5310 ---		34,495	5,391	33,550	(\$945)	NA
10E--- 5330 ---		179,800	165,479	139,000	(\$40,800)	-2.7%
10E--- 5--- ---		\$214,295	\$170,870	172,550	(\$41,745)	-22.7%
10E--- 6400 ---	Dues & Fees	\$61,500	\$76,709	\$91,500	\$30,000	48.8%
10E--- 6410 ---	Membership	20,325	15,825	20,325	\$0	0.0%
10E--- 6420 ---	Tournament Fees	2,400	1,550	2,400	\$0	0.0%
10E--- 6800 ---	Tuition	3,261,102	2,324,432	1,917,000	(\$1,344,102)	-41.2%
10E--- 6800 ---	Tuition - Vision Scvs	-	-	50,000	\$50,000	NA
10E--- 6800 ---	Tuition - Hearing Scvs	-	-	100,000	\$100,000	NA
10E--- 6810 ---	Diagnostics	132,000	164,079	-	(\$132,000)	-100.0%
10E--- 6820 ---	MTSEP Administration	52,000	60,890	-	(\$52,000)	-100.0%
10E--- 6--- ---	Other Objects	\$3,529,327	\$2,643,485	\$2,181,225	(\$1,348,102)	-38.2%
10--- --- ---	Education Fund	\$55,231,065	\$42,621,830	\$53,718,851	(\$1,512,214)	-2.7%



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12			2011-12			2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
		Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012		Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012				
20E--- 1100 --	Administrative	\$95,197	\$85,759		\$95,197		\$0			0.0%
20E--- 1311 --	Stipend	7,500	6,923		-		(\$7,500)			-100.0%
20E--- 1318 --	Student Supervision	-	28,939		40,000		\$40,000			NA
20E--- 1530 --	Secretary	40,936	36,542		40,936		\$0			0.0%
20E--- 1531 --	Sub-Clerical	-	84		500		\$500			NA
20E--- 1710 --	Custodial	1,680,745	1,520,977		1,680,745		\$0			0.0%
20E--- 1720 --	Grounds	136,635	123,098		136,635		\$0			0.0%
20E--- 1730 --	Maintenance	319,925	286,649		319,925		\$0			0.0%
20E--- 1740 --	Warehouse	52,098	48,090		52,098		\$0			0.0%
20E--- 1750 --	Summer Workers	50,320	43,919		50,320		\$0			0.0%
20E--- 1760 --	Sub-Custodian	34,736	15,542		34,736		\$0			0.0%
20E--- 1790 --	Custodial Overtime	84,000	68,729		84,000		\$0			0.0%
20E--- 1791 --	Grounds Overtime	8,000	3,553		8,000		\$0			0.0%
20E--- 1792 --	Maintenance Overtime	20,000	7,051		20,000		\$0			0.0%
20E--- 1 --	Salary	\$2,530,092	\$2,275,858		\$2,563,092		\$33,000			1.3%
20E--- 2110 --	Health Prevention	\$3,200	\$0		\$0		(\$3,200)			-100.0%
20E--- 2120 --	PPO Insurance	295,550	246,263		304,542		\$8,992			3.0%
20E--- 2130 --	HMO Insurance	55,150	48,015		59,007		\$3,857			7.0%
20E--- 2140 --	Dental Insurance	17,992	13,897		17,992		\$0			0.0%
20E--- 2150 --	Health Insurance Waiver	1,500	1,217		1,500		\$0			0.0%
20E--- 2300 --	Life Insurance	4,590	2,488		4,590		\$0			0.0%
20E--- 2310 --	Long Term Disability	500	212		500		\$0			0.0%
20E--- 2850 --	Retirement Incentive	-	33		-		\$0			NA
20E--- 2855 --	Retirement Sick Leave	-	-		-		\$0			NA
20E--- 2930 --	Clothing Allowance	11,275	10,208		11,275		\$0			0.0%
20E--- 2 --	Employee Benefits	\$389,757	\$322,333		\$399,406		\$9,649			2.5%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12				2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
		2011-12 Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012					
20E--- 3110 --	Architect Fees	\$200,000	\$193,774		\$200,000	\$0	0.0%	
20E--- 3111 --	Construction Manager	-	-		-	\$0	NA	
20E--- 3112 --	Other Engineering Fees	100,000	27,785		-	(\$100,000)	-100.0%	
20E--- 3113 --	Recycling	3,300	2,400		3,500	\$200	6.1%	
20E--- 3142 --	Staff Development	2,500	334		1,500	(\$1,000)	-40.0%	
20E--- 3143 --	Mileage Reimbursement	3,000	2,888		3,600	\$600	20.0%	
20E--- 3146 --	Professional Growth	2,000	1,702		2,000	\$0	0.0%	
20E--- 3203 --	Vehicle Repair	19,000	11,272		10,000	(\$9,000)	-47.4%	
20E--- 3204 --	HVAC's Repair	125,500	212,835		180,000	\$54,500	43.4%	
20E--- 3210 --	Sanitation Services	40,000	29,529		40,000	\$0	0.0%	
20E--- 3227 --	Plumbing Repair	40,000	22,195		40,000	\$0	0.0%	
20E--- 3228 --	Roof Repairs	20,000	26,869		29,000	\$9,000	45.0%	
20E--- 3229 --	Grounds Scvs	25,000	33,199		29,500	\$4,500	18.0%	
20E--- 3230 --	Repair & Maintenance	40,000	26,492		40,000	\$0	0.0%	
20E--- 3234 --	Security/Fire Service Agreement	31,000	57,969		50,000	\$19,000	61.3%	
20E--- 3235 --	Electrical Repair	21,250	10,602		10,000	(\$11,250)	-52.9%	
20E--- 3236 --	Inter Pest Management	12,000	2,460		7,500	(\$4,500)	-37.5%	
20E--- 3237 --	Tech Wiring & Repairs	50,000	23,654		45,000	(\$5,000)	-10.0%	
20E--- 3238 --	Elevator Repair & Maint	12,300	14,145		14,000	\$1,700	13.8%	
20E--- 3251 --	Rental Equipment	1,200	466		1,200	\$0	0.0%	
20E--- 3252 --	Parking Lot Rental	5,280	5,280		5,280	\$0	0.0%	
20E--- 3410 --	Telephones	200,000	164,583		225,000	\$25,000	12.5%	
20E--- 3520 --	Legal Notices	5,000	359		5,000	\$0	0.0%	
20E--- 3700 --	Water Fees	80,000	59,792		65,000	(\$15,000)	-18.8%	
20E--- 3900 --	Other Purchase Services	10,000	-		10,000	\$0	0.0%	
20E--- 3910 --	Grossing Guards	20,000	8,746		20,000	\$0	0.0%	
20E--- 3 ---	Purchased Services	\$1,068,330	\$939,328		\$1,037,080	(\$31,250)	-2.9%	



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012	2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
20E--- 4560 --	Fuel	\$20,000	\$13,381	\$20,000	\$0	0.0%
20E--- 4650 --	Natural Gas	465,000	249,970	250,000	(\$215,000)	-46.2%
20E--- 4660 --	Electricity	356,000	403,800	477,100	\$121,100	34.0%
20E--- 4710 --	Software	1,200	-	2,500	\$1,300	108.3%
20E--- 4800 --	Electric Supplies	17,500	17,608	17,500	\$0	0.0%
20E--- 4810 --	Painting Supplies	25,000	12,662	20,000	(\$5,000)	-20.0%
20E--- 4820 --	Ceiling Tile	2,000	1,317	2,000	\$0	0.0%
20E--- 4830 --	HVAC's Supplies	12,850	18,373	15,000	\$2,150	16.7%
20E--- 4840 --	Plumbing Supplies	11,400	12,767	16,400	\$5,000	43.9%
20E--- 4850 --	Grounds Supplies	34,500	31,912	34,500	\$0	0.0%
20E--- 4860 --	Security Supplies	10,000	8,216	10,000	\$0	0.0%
20E--- 4900 --	Misc Supplies	21,900	13,559	21,900	\$0	0.0%
20E--- 4930 --	Custodial Supplies	100,000	68,119	100,000	\$0	0.0%
20E--- 4940 --	Maintenance Supplies	20,000	3,707	20,000	\$0	0.0%
20E--- 4960 --	Clocks & PA Systems	25,000	28,432	30,000	\$5,000	20.0%
20E--- 4 ---	Supplies	\$1,122,350	\$883,825	\$1,036,900	(\$85,450)	-7.6%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012	2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
20E--- 5110 -- ----	Building Improvements	\$2,586,909	\$2,411,012	\$0	(\$2,586,909)	-100.0%
20E--- 5120 -- ----	FAA Building Improvements	-	-	-	\$0	NA
20E--- 5310 -- ----	Equipment	133,100	36,179	50,000	(\$83,100)	-62.4%
20E--- 5320 -- ----	Classroom & Office Equipment	58,000	21,348	58,000	\$0	0.0%
20E--- 5--- -- ----	Capital Outlay	\$2,778,009	\$2,468,539	\$108,000	(\$2,670,009)	-96.1%
20E--- 6400 -- ----	Dues & Fees	\$1,000	\$60	\$1,000	\$0	0.0%
20E--- 6900 -- ----	Other Objects	1,000	-	1,000	\$0	0.0%
20E--- 6990 -- ----	Permanent Fund Transfer	-	3,000,000	-	\$0	NA
20E--- 6--- -- ----	Other Objects	\$2,000	\$3,000,060	\$2,000	\$0	0.0%
20--- -- -- -- --	Operations & Maintenance	\$7,890,538	\$9,889,942	\$5,146,478	(\$2,744,060)	-134.8%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012		2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
30E-----6100 --	Redemption of Principal	\$2,055,000	\$2,055,000		\$2,160,000	\$105,000	5.1%
30E-----6200 --	Interest	739,300	739,300		627,888	(\$111,412)	-15.1%
30E-----6400 --	Dues & Fees	10,000	3,578		10,000	\$0	0.0%
30E-----6990 --	Permanent Fund Transfer	9,526	-		7,340	(\$2,186)	-22.9%
30E-----6----	Other Objects	\$2,813,826	\$2,797,878		\$2,805,228	(\$8,598)	-0.3%
30-----	Debt Services	\$2,813,826	\$2,797,878		\$2,805,228	(\$8,598)	-0.3%



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12				Percent Increase (Budget to Budget)
		2011-12 Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012	2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	
40E--- 1100 --	Administrative	\$30,628	\$30,628	\$30,628	\$0	0.0%
40E--- 1530 --	Secretary		-	-	\$0	NE
40E--- 1 ---	Salary	\$30,628	\$30,628	\$30,628	\$0	0.0%
40E--- 3161 --	Annual License Fees					
40E--- 3300 --	Transportation Contract	\$5,000	\$4,284	\$5,000	\$0	0.0%
40E--- 3310 --	Transportation Special Ed	783,381	696,813	823,000	\$39,619	5.1%
40E--- 3311 --	Field Trips-Non-Reimbursable	700,900	587,470	650,000	(\$50,900)	-7.3%
40E--- 3312 --	Music Field Trips	45,750	33,210	45,750	\$0	0.0%
40E--- 3313 --	Field Trips - Reimbursable	5,000	4,969	5,000	\$0	0.0%
40E--- 3314 --	Extended Day Field Trip	10,000	10,022	10,000	\$0	0.0%
40E--- 3900 --	Other Purchase Services	2,500	2,093	3,000	\$500	20.0%
40E--- 3 ---	Purchased Services	2,500	647	2,500	\$0	0.0%
		\$1,555,031	\$1,339,508	\$1,544,250	(\$10,781)	-0.7%
40--- ---	Transportation					
		\$1,585,659	\$1,370,136	\$1,574,878	(\$10,781)	-0.7%

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12	2011-12		2012-13	2011-12		Percent Increase (Budget to Budget)
		Expenditure Budget	Fiscal Year to Date Activity as of	Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)		
50E-----2710--	Employer FICA	\$817,923	\$443,908	\$817,923	\$0	0.0%		
50E-----2720--	Employer Medicare	566,030	477,472	566,030	\$0	0.0%		
50E-----2730--	Employer IMRF	725,422	841,393	875,422	\$150,000	20.7%		
50E-----2----	Employee Benefits	\$2,109,375	\$1,762,773	\$2,259,375	\$150,000	7.1%		
50-----	Retirement (IMRF/SS/Medicare)	\$2,109,375	\$1,762,773	\$2,259,375	\$150,000	7.1%		

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012		2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
60E--- 3110 --	Architect Fees	\$0	\$306,039		\$300,000	\$300,000	NA
60E--- 3112 --	Other Engineering Fees	-	9,700		100,000	\$100,000	NA
60E--- 3 ---	Purchased Services	\$0	\$315,739		\$400,000	\$400,000	NA
60E--- 5110 --	Building Improvements	\$0	\$0		\$2,000,000	\$2,000,000	NA
60E--- 5 ---	Capital Outlay	\$0	\$0		\$2,000,000	\$2,000,000	NA
60 --- ---	Capital Projects	\$0	\$315,739		\$2,400,000	\$2,400,000	NA

# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012		2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
70E-----6990-----	Permanent Fund Transfer	\$167,739		\$0	\$200,000	\$32,261	19.2%
70-----	Working Cash	\$167,739		\$0	\$200,000	\$32,261	19.2%



# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12	2011-12	2011-12	2012-13	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
		Expenditure Budget	Fiscal Year to Date Activity as of May 31, 2012	Tentative Budget			
80E-----2920----	Unemployment Insurance	\$40,000	\$33,825		\$40,000	\$0	0.0%
80E-----2-----	Employee Benefits	\$40,000	\$33,825		\$40,000	\$0	0.0%
80E-----3204----	HVAC's Repair	\$0	\$0		\$0	\$0	NA
80E-----3228----	Roof Repairs	-	-		-	\$0	NA
80E-----3234----	Security/Fire Service Agreement	-	-		-	\$0	NA
80E-----3810----	Property Insurance	157,922	158,174		164,800	\$6,878	4.4%
80E-----3830----	School Board Legal Liability	10,490	10,490		9,484	(\$1,006)	-9.6%
80E-----3840----	Workers Compensation	450,000	391,917		401,210	(\$48,790)	-10.8%
80E-----3850----	Criminal Background Checks	15,000	7,215		15,000	\$0	0.0%
80E-----3860----	Loss Prevention	7,500	5,339		7,500	\$0	0.0%
80E-----3870----	Bldg Appraisal	1,000	500		1,000	\$0	0.0%
80E-----3-----	Purchased Services	\$641,912	\$573,635		\$598,994	(\$42,918)	-6.7%
80E-----4100----	General Supplies	\$5,000	\$1,871		\$5,000	\$0	0.0%
80E-----4-----	Supplies	\$5,000	\$1,871		\$5,000	\$0	0.0%
80E-----5320----	Classroom & Office Equipment	\$0	\$0		\$0	\$0	NA
80E-----5330----	Technology Equipment	-	-		-	\$0	NA
80E-----5-----	Capital Outlay	\$0	\$0		\$0	\$0	NA
80-----	Tort	\$686,912	\$609,330		\$643,994	(\$42,918)	-6.2%

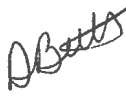


# Park Ridge Niles Community Consolidated School District 64

## 2012-13 Tentative Expenditure Budget as of June 11, 2012

Fund/Object	Object Description	2011-12 Expenditure Budget	2011-12 Fiscal Year to Date Activity as of May 31, 2012		2012-13 Tentative Budget	Dollar Increase (Budget to Budget)	Percent Increase (Budget to Budget)
XX-----	All Fund Expenditures	\$70,485,114	\$59,367,628		\$68,748,804	(\$1,736,310)	-2.5%

To: District 64 Board of Education

From: Diane Betts, Assistant Superintendent for Student Learning   
Meghan Keefer, Curriculum Specialist for Social Studies  
Doug Florence, Department Chair for Social Studies

Date: June 11, 2012

Re: Recommendation for New Middle School Social Studies Materials

**RELATION OF REPORT TO:**

State/Federal Mandates: Illinois Learning Standard – Goals 28-30

Board Goal: Improving Achievement Levels of the “Whole Child”

Board Policy: 6:40 Instruction: Curriculum Development

Board Procedures: None

**OVERVIEW:**

This report will provide an overview of the curriculum and textbook review process that the Middle School Social Studies Department engaged in this year. A recommendation to adopt new 6<sup>th</sup>-8<sup>th</sup> grade Social Studies textbooks will be presented.

**BACKGROUND:**

The District's middle school Social Studies curriculum was last reviewed in 2004 resulting in the adoption of new 7<sup>th</sup> and 8<sup>th</sup> grade textbooks in the 2003-04 school year and new 6<sup>th</sup> grade textbooks in school year 2004-05. The 6<sup>th</sup> grade curriculum focuses on World History Ancient Civilizations through the Middle Ages. The 2005 Harcourt Horizons *World History* text is used as the primary instructional material. At the 7<sup>th</sup> grade level, students study World Geography using the 2005 McDougal Littell *World Cultures and Geography* text. The 8<sup>th</sup> grade curriculum covers U.S. History post Civil War to modern day. The McDougal Littell 2005 *Creating America* text is the primary instructional material used.

**REVIEW PROCESS:**

The Social Studies curriculum review process began in 2010-11 as part of the District's Strategic Plan Strategy IV identification of Priority Standards work. A sub-group of social studies teachers examined current Illinois Learning Standards for Social Studies as well as standards generated by the National Council for Social Studies. While literacy standards related to Social Studies had been developed as part of the Common Core State Standards (CCSS), standards related to actual social studies content is not a part of the CCSS document. The social studies sub-group therefore identified Priority Standards using the National Council's standards with specific standards categorized into the following ten themes:

- Culture
- Time, Continuity, and Change
- People, Places, and Environments
- Individual Development and Identity
- Individuals, Groups, and Institutions
- Power, Authority, and Governance
- Production, Distribution, and Consumption
- Science, Technology, and Society
- Global Connections
- Civic Ideals and Practices

In addition to these ten thematic areas, CCSS literacy standards for Social Studies were prioritized in Reading and Writing for each grade level and standards related to our Civil Behavior initiative were also identified. A complete list of the Priority Standards for grades 6-8 is attached as Attachment 1.

In the 2011-12 school year, these priority standards were matched to specific units of study, unwrapped, and Big Ideas and Essential Questions written for each unit. An example of a unit plan indicating what standards are addressed in the unit, the unwrapped skills and concepts taught in the unit, and the Big Ideas and Essential Questions that will guide instruction are attached as Attachment 2.

In 2011-12, a sub-group of middle school social studies teachers also began to look at new textbooks for teaching Social Studies in grades 6-8. The need for new textbooks was driven in part by the new Priority Standards, but also by the need for materials that could provide for better differentiation of instruction, more advanced use of technology, and up to date content covering the 21<sup>st</sup> century. On a more practical note, the condition of many of our textbooks is deteriorating requiring us to replace books.

The sub-group examined textbooks and heard presentations from four textbook publishing companies. Following these presentations and examination of the four books, textbooks from two publishers, Holt McDougal and Pearson, were selected to be piloted this spring at the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade levels. A total of 14 teachers, six 6<sup>th</sup> grade, four 7<sup>th</sup> grade and four 8<sup>th</sup> grade, from both Lincoln and Emerson participated in the pilot. Each teacher used the Holt McDougal as well as the Pearson text to teach the units that were being studied at that time of the year. Each publishing company provided staff training for the pilot teachers on the student and teacher materials including online resources that were made available for student and staff use throughout the pilot.

Pilot teachers were asked to keep feedback and comments related to the following criteria for both texts:

- Alignment to District Priority Standards including CCSS Literacy Standards
- Online resources
- Ancillary resources
- Materials/ideas for differentiation
- Readability

In May, the pilot teachers met to review the pilots and discuss the feedback they had collected. A synopsis of the teachers' feedback is presented below.

### **Holt McDougal**

Pros: The content is logically sequenced and aligns well with the District Priority Standards for Social Studies with integration of reading and writing skill development embedded throughout. The Big Ideas and Essential Questions that have been developed for our curricular units fit well with the book's chapters. The student online book and staff online resources are very easy to use. The program provides a variety of engaging ancillary resources (History Channel clips, access to actual current newspapers from around the world, PowerPoints, etc.). Resources and ideas for differentiation are provided for high and low students. Students liked the visuals in the text and most found the book engaging and easy to read.

Cons: The quality of the paper used in the textbook seemed flimsy. Teachers reported some difficulty saving online activities.

### **Pearson**

Pros: The standards are clearly stated and aligned with the National Council of Social Studies standards. Many facts and examples related to main concepts are provided. Some engaging online resources are provided, but can be somewhat difficult to use. The text provided good exposure to and use of primary sources.

Cons: The content is poorly laid out and seems disconnected at times. Essential Questions do not align well with the chapter and appear to be more global vs. specific in nature. The text appears somewhat simplistic at the 8<sup>th</sup> grade level. Online resources were difficult to navigate. Teachers felt there were only limited ancillary resources and ideas for differentiation. The quality of the paper used in the textbook seemed flimsy.

## **RECOMMENDATION:**

**Based on the pilot teachers' analysis of the textbooks, we recommend adopting *Holt McDougal* as the preferred Social Studies textbook for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students beginning in the 2012-13 school year.**

## **BUDGET:**

For this adoption, we are recommending that we only purchase enough physical textbooks to have class sets of textbooks that teachers and students use while in school. In addition to the textbooks students would use while in class, each student would have an individual license to an online edition of the textbook. Students would be able to use the online edition of the textbook at home to complete homework, study for tests, etc. Any student who did not have access to the Internet at home would be given a physical textbook for at-home use.

We believe purchasing class sets of textbooks has advantages over purchasing a textbook for each student. While there is a cost for providing each student with a license for online access to the book, there is a \$11,718 savings for not buying a physical

textbook for each child. In addition, students would not be expected to carry home their Social Studies book each night reducing the weight load of some very full backpacks. Textbooks would not be housed in lockers during the day but would remain in the Social Studies classrooms. Additionally, not being shoved into backpacks or lockers would prolong the useful life of the textbook. If we find having only class sets of textbooks does not work for our students, we can always purchase more textbooks in the future.

780 textbooks (includes online edition of book)	\$52,665
720 online editions of textbook (good for 6 years)	<u>\$40,359</u>
Total = \$93,024	

The funds for new middle school instructional materials have been budgeted in the 2012-13 tentative budget.

**NEXT STEPS:**

We will ask the Board to approve this recommendation at the June 25, 2012 Board of Education meeting. Staff development will be provided in the 2012-13 school year for all middle school social studies teachers to become familiar with the these new textbooks and learn how to use them to address the Social Studies Priority Standards.

DB:km



# Middle School Social Studies Priority Standards

## 6<sup>th</sup> Grade Priority Standards

### Culture:

1. “Culture” refers to the socially transmitted behaviors, beliefs, values, traditions, institutions, and ways of living together of a group of people.

### Time, Continuity and Change:

2. Learning about the past requires the selection and use of varied sources.
3. Key historical periods and patterns of change within and across cultures (e.g., the rise and fall of ancient civilizations, the rise of modern nation-states and the establishment and breakdown of colonial systems).

### People, Places and Environments:

4. Factors that contribute to cooperation and conflict among peoples of the nation and world, including language, religion and political beliefs.

### Individuals, Groups and Institutions:

5. Individuals are members of groups and institutions, and influence and shape those groups and institutions, which may influence culture over time.

### Power, Authority and Governance:

6. The ways in which governments meet the needs and wants of citizens, manage conflict, and establish order and security.

### Reading:

1. Distinguish among fact, opinion, and reasoned judgment in a text.
2. Analyze the relationship between a primary and secondary source on the same topic.
3. Determine the meaning of words and phrases as they are used in a text, including vocabulary specific to domains related to history/social studies.
4. Describe how a text presents information (e.g., sequentially, comparatively, causally).

# Middle School Social Studies Priority Standards

## Writing:

1. Write arguments to support claims of substantive topics or texts using valid reasoning and relevant and sufficient evidence.
2. Introduce claim(s) about a topic or issue, acknowledge and distinguish the claim(s) from alternate or opposing claims, and organize the reasons and evidence logically.
3. Support claim(s) with logical reasoning and relevant, accurate data and evidence that demonstrate an understanding of the topic or text, using credible sources.
4. Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
5. Conduct short research projects to answer a question (including a self-generated question), drawing on several sources and generating additional related, focused questions that allow for multiple avenues of exploration.
6. Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.

## Civil Behavior:

1. Civil behavior encourages responsible citizenship and leadership skills (i.e., self-awareness, self regulation, motivation, empathy and social skills).

# Middle School Social Studies Priority Standards

## 7<sup>th</sup> Grade Priority Standards

### Culture:

1. Culture may change in response to changing needs, concerns, social, political, and geographic conditions.

### People, Places and Environment:

2. The theme of people, places and the environment involves the study of the relationships between human populations in different locations and geographic phenomena such as climate, vegetation and natural resources.
3. The use of a variety of maps, globes, graphic representations, and geospatial technologies to help investigate the relationships among people, places and environments

### Individuals, Groups and Institutions:

4. Concepts such as mores, norms, status, role, socialization, ethnocentrism, cultural diffusion, competition, cooperation, conflict, race, ethnicity and gender.

### Power, Authority and Governance:

5. Fundamental ideas that are the foundations of American Constitutional Democracy.

### Production, Distribution and Consumption:

6. The economic choices that people make have both present and future consequences.
7. Individuals, government and society experience scarcity because human wants and needs exceed what can be produced from available resources.
8. How goods and services are allocated in a variety of economies through the influence of prices and decisions about production and consumption.

### Science, Technology and Society:

9. Science and technology have changed peoples' perception of the social and natural world, as well as their relationship to the land, economy and trade, their concept of security and their major daily activities.

# Middle School Social Studies Priority Standards

## Civic Ideals and Practices:

10. Concepts and ideals such as individual dignity, liberty, equality, individual rights, responsibility, majority and minority rights, federalism.

## Reading:

1. Cite specific textual evidence to support analysis of primary and secondary sources.
2. Integrate visual information (e.g., charts, graphs, photographs, videos, or maps) with other information in print and digital texts.
3. Determine the meaning of words and phrases as they are used in a text, including vocabulary specific to domains related to history/social studies.
4. Describe how a text presents information (e.g., sequentially, comparatively, causally).

## Writing:

1. Write arguments to support claims of substantive topics or texts using valid reasoning and relevant and sufficient evidence.
2. Support claim(s) with logical reasoning and relevant, accurate data and evidence that demonstrate an understanding of the topic or text, using credible sources.
3. Use words, phrases, and clauses to create cohesion and clarify the relationships among claim(s), counterclaims, reasons, evidence.
4. Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
5. Conduct short research projects to answer a question (including a self-generated question), drawing on several sources and generating additional related, focused questions that allow for multiple avenues of exploration.
6. Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.

## Civil Behavior:

1. Civil behavior encourages responsible citizenship and leadership skills (i.e., self-awareness, self regulation, motivation, empathy and social skills).



# Middle School Social Studies Priority Standards

## 8<sup>th</sup> Grade Priority Standards

### Time, Continuity and Change:

1. The selection and using of varied sources provides the potential for a more balanced interpretive record of the past.

### Individual Development and Identity:

2. Perceptions are interpretations of information about individuals and events, and can be influenced by bias and stereotypes.

### Individuals, Groups and Institutions:

3. That when two or more groups with differing norms and beliefs interact, accommodation or conflict may result.

### Power, Authority and Governance:

4. Fundamental ideas that are the foundation of American Constitutional Democracy.

### Science, Technology and Society:

5. Science and technology have both positive and negative impacts upon individuals, societies and the environment in the past and present.

6. Science and technology have changed peoples' perception of the social and natural world, as well as their relationship to the land, economy and trade, their concept of security and their major daily activities.

### Global Connections:

7. Global factors such as cultural, economic, and political connections are changing the places in which people live (e.g., through trade, migration, increased travel and communication).

### Civic Ideals and Practices:

8. Concepts and ideals such as: individual dignity, liberty, justice, equality, individual rights, responsibility, majority and minority rights, and civil dissent

9. Key practices involving the rights and responsibilities of citizenship and the exercise of citizenship (e.g., respecting the rule of law and due process, voting, serving on a jury, researching issues, making informed judgments, expressing views on issues, and collaborating with others to take civil action).

# Middle School Social Studies Priority Standards

## Reading:

1. Determine the central ideas or information of a primary or secondary source; provide an accurate summary of the source distinct from prior knowledge or opinions.
2. Identify aspects of a text that reveal an author's point of view or purpose (e.g., loaded language, inclusion or avoidance of particular facts).
3. Determine the meaning of words and phrases as they are used in a text, including vocabulary specific to domains related to history/social studies.
4. Describe how a text presents information (e.g., sequentially, comparatively, causally).

## Writing:

1. Write arguments to support claims of substantive topics or texts using valid reasoning and relevant and sufficient evidence.
2. Establish and maintain a formal style
3. Provide a concluding statement or section that follows from and supports the argument presented.
4. Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.
5. Conduct short research projects to answer a question (including a self-generated question), drawing on several sources and generating additional related, focused questions that allow for multiple avenues of exploration.
6. Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.

## Civil Behavior:

1. Civil behavior encourages responsible citizenship and leadership skills (i.e., self-awareness, self regulation, motivation, empathy and social skills).

## Unit Organizer

Subject: World Geography

Grade Level: 7th

Unit: South America

Planned Number of Weeks: 2

<b>Priority Standards Addressed in this Unit:</b>
Culture may change in response to changing needs, concerns, social, political, and geographic conditions.
The economic choices that people make have both present and future consequences.
Integrate visual information (charts, graphs, photographs, videos, maps) with other information in print and digital texts.

<b>Concept (Nouns) Students will know:</b>	<b>Skills (Verbs) Students will be able to do:</b>	<b>Level of Bloom's Taxonomy</b>	<b>What can be used? (unit, lesson, activities)</b>
natural barriers and corridors, European settlement of South America, ecosystems, modern cultures of certain countries (i.e. Brazil and Peru)	identify major physical features, examine how the Europeans had negative effect of South America, recognize significant people in wars for independence, identify various ecosystems (i.e. Amazon River Basin) and how they connect to economy, understand the modern cultures	identify - Level 1 examine - Level 4 recognize - Level 1 connect - Level 4 understand - Level 2	label maps, globes, class discussions, reading, note-taking, timeline, vocabulary
free-trade zone, deforestation, subsidence, pollution, nationalization	compare/contrast nationalization/privatization analyze/evaluate deforestation, pollution	compare - Level 2 contrast - Level 2 evaluate - Level 5	class discussions, debate

charts, graphs, maps, photos, videos, economic indicators	interpret charts and graphs, compose an essay about the Rainforest	interpret - Level 2 compose-level 6	map construction, Magic School Bus Rainforest video and Essay
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**Big Ideas:**

- South America's physical features influence the economies of its countries.
- The countries of South America are working to overcome challenges of poverty and political instability.
- Native cultures and colonization have shaped the history and culture of South America.

**Essential Questions:**

How have the nations of South America addressed economic and environmental challenges?

How has geography shaped the nations of South America?

How has political unrest shaped the nations of South America?



TO: Board of Education  
Dr. Philip Bender

FROM: Terri Bresnahan, Director of Technology

DATE: June 11, 2012

RE: Technology Equipment Purchases for 2012-13

### **Background**

This memo is intended to provide details related to the proposed technology equipment purchases for the 2012-13 school year. The budgeted items are aligned with the goals of the District's Strategic Plan and with best practices for equipment usage cycles.

With the growing demands of 21<sup>st</sup> Century Learning and the new Common Core State Standards, the use of technology is continuously increasing to support student learning. In order to meet those demands, the District's technology equipment must be reliable and accessible for students and staff.

The budget for technology equipment is created on an annual basis with input from the Technology Department, administration, and the Technology Implementation Committee. It reflects the needs of the District as we continue to accelerate the use of advanced technology.

With the approval of Instructional Technology Coaches for all of our buildings next year, we expect to see an increase in the effective use of technology throughout the District. Having the right support for staff to utilize technology coupled with adequate access to appropriate and reliable technology tools will help teachers and students meet the demands of 21<sup>st</sup> century learning.

### **Refresh Cycle**

It is the goal of the District to maintain high quality equipment that meets the needs of its staff and students. As equipment ages, its capacity to run programs diminishes and the cost of maintaining functionality increases. To provide consistent and reliable hardware, the District strives to uphold the following refresh cycle:

- Staff Laptops: Every 4 years
- Student Laptops: Every 4-5 years (varies depending on usage)
- Lab Computers: Every 5 years
- iPads: Lifecycle has yet to be determined, but should be in-line with laptops

Although the District budgets according to the above refresh cycle, the Department of Technology makes every effort to extend the life of its equipment.

When staff and student laptops are refreshed, the older equipment is often repurposed to provide additional resources in classrooms or other areas of need. When equipment ceases to function or is no longer compatible with our systems, the District will recycle the equipment.

Since equipment is purchased on a cyclical basis, there is a fluctuation in the numbers of computers that are replaced each year. This year's equipment budget is a slight increase over last year; however, the overall Technology Department budget remains consistent with the 2011-12 budget.

## **Equipment**

### **Staff Laptops**

Every certified staff member is provided a District-issued laptop to support teaching, learning and productivity. Laptops for staff members allow for 24-7 access for lesson planning, research, grading, and delivery of instruction. Support staff members, depending on their function in the District, have desktop computers or access to computers throughout the District.

Currently there are 101 staff laptops that are either in their 4<sup>th</sup> or 5<sup>th</sup> year of usage. The District will also purchase an additional 10 laptops for any additional new staff and to serve as backups for laptops sent out for repairs. For 2012-13, the District will buy a total of 111 new laptops as part of our normal refresh cycle at a cost of approximately **\$129,870 (\$1070 each)**.

### **Student Laptops**

Each school maintains mobile carts of laptop computers to be used throughout the buildings. The carts are checked out on a regular basis by teachers and the laptops are used to support teaching and learning in the classrooms. They are also used in many buildings to support online MAP testing. Laptops support the curriculum for student projects, research, and access to the Internet. A variety of programs are available for students to use across all subject areas and grade levels.

It is the District's goal to maintain a laptop to student ratio of 1:5. The ratio varies depending on the school's specific needs. For example, at the middle school, certain programs require the use of laptops on a full-time basis, which increases the need for laptops in those buildings. Additionally, Field Elementary School does not have space for a stationary computer lab, and therefore relies heavily on mobile laptops to support their instruction.

Currently there are 236 student laptops in their 4<sup>th</sup> year of usage and 87 laptops in their 5<sup>th</sup> year of usage. For 2012-13, the District has budgeted for 181 new laptops as part of our normal refresh cycle at a cost of

approximately **\$211,770 (\$1070 each)**. While this will not replace all 4<sup>th</sup> year laptops, it will help increase access to equipment by students to support teaching and learning. It will also help the District achieve a laptop to student ratio of approximately 1:5.

### **Classroom/Lab Desktop Computers**

Each school, with the exception of Field and Jefferson have at least one computer lab for students to use. The labs contain a full set of desktop computers that are used on a regular basis to support student projects and learning. At the middle schools, labs are used for both elective courses and on a sign-up basis to support other classes. It is the goal of the District to maintain a 5-year refresh cycle for desktop computers. This is 1-year longer than the refresh cycle of laptops, since the desktops incur less wear-and-tear as stationary units.

As SmartBoards were implemented in the classrooms, the need for a dedicated desktop computer became apparent. By providing a desktop computer in SmartBoard classrooms, teachers are able to have students utilize the boards and also allow for multiple teachers to utilize the same board without having to have a specific teacher laptop.

This year, the District is proposing to update two computer labs, one at Carpenter and one at Franklin. Both of these schools have computer labs consisting of computers that are five-years old. The District has also budgeted for desktop computers for each of the 27 new SmartBoard classrooms and to provide for other classrooms with SmartBoards that do not currently have a desktop computer. The District is budgeting for 98 desktop computers at a cost of approximately **\$100,940 (\$1030 each)**.

### **iPads**

The District piloted the use of a limited number of iPads this school year and based on its success, would like to move forward with providing two full class sets of iPads for every building. The iPads support student learning in a variety of ways in the classroom through small group activities that enhance the curriculum and allowing for differentiation to meet individual student needs. iPads have also been used for students with special needs and are used by special education teachers to support their programs.

The functionality of the iPads differs from laptops and supports learning in different ways. Laptops can be used for MAP testing, allow for keyboarding and have access to particular software programs. iPads rely solely on apps that are purchased individually. Teachers have the ability to recommend apps and new apps have been installed throughout the course of the year. The apps on the iPads support differentiation, small group instruction, center activities for students to work on specific skills

and specialized learning opportunities based on student needs. Teachers check out the iPads to be used to support the curriculum.

Currently there are 20 District-purchased iPads at each elementary school and 30 iPads at each of the middle schools. For 2012-13, the District will buy 224 new iPads to create two full class sets for each building at a cost of approximately **\$87,170 (\$379 each)**.

### **SmartBoards**

The District is in its third year of implementing SmartBoards in classrooms. We currently have 109 SmartBoards and have continuous requests from teachers for additional boards. In order to accelerate the use of advanced technology and promote 21<sup>st</sup> century learning, the District has planned to continue purchasing SmartBoards for classrooms.

SmartBoards allow for interactive and engaging lessons to be used with students. These boards connect with the teacher's laptop and an LCD projector to provide enhanced lessons and activities for students. Teachers who have used the SmartBoards have reported increased engagement and motivation of their students and have integrated the boards into their daily curriculum.

The District's goal is to continue to provide SmartBoard technology to additional classrooms in a consistent method to allow for streamlined curriculum and professional development. Currently, all 4<sup>th</sup> and 5<sup>th</sup> grade classes throughout the District have access to SmartBoards, as well as most of the core subject area classrooms at the middle schools. Other areas such as Channels of Challenge, IR classrooms, art and music have classrooms with SmartBoards as well.

For 2012-13, the District will buy 27 new SmartBoards, which will allow for 3 boards per elementary school and 6 boards per middle school at a total approximate cost of **\$86,400 (\$3,200 each)**.

### **Network Infrastructure**

Since the network was recently upgraded over the past two years, there are not foreseeable upgrades that will need to take place in the upcoming year. However, the new Manager of Technology will work with the Director of Technology to establish a long-term plan for refresh cycles for servers and network equipment.



## BUDGET 2012-13

ITEM	QUANTITY	UNIT COST	TOTAL COST
<b>Staff Laptops</b>	111	\$1170	\$129,870
<b>Student Laptops</b>	181	\$1170	\$211,770
<b>Lab/Classroom Desktops</b>	98	\$1030	\$100,940
<b>iPads</b>	230	\$379	\$87,170
<b>SmartBoards</b>	27	\$3200	\$86,400

**TOTAL BUDGETED FOR 2012-13: \$616,150**

### Supplemental Equipment

In addition to the annual technology purchases made from the technology budget, other equipment is purchased through ELF, PTO/A's, and grants funded for special education. Through the years, the District has acquired SmartBoards, iPads, document cameras, laptops and other items to support student learning through the generosity of parent/community organizations and additional state/federal funding. Regardless of the funding source, all purchases related to technology are coordinated through the department of technology to ensure alignment with District goals and initiatives.

### Next Steps

Final quotes will be presented to the Board at the June 25<sup>th</sup> meeting. Upon approval, equipment will be ordered with delivery expected in the summer. Computers will be inventoried and prepared for distribution for the start of the 2012-13 school year. SmartBoards will be scheduled for installation as soon as possible upon approval.

The addition of this new equipment will provide teachers and students with quality tools to deliver and enhance the District's curriculum.

**First Reading of Policies 3:60, 5:10, 5:90, 6:50 and 7:270**

First Reading of PRESS Policy Issue 78, January 2012 Including Policies:

Policy 5:10	General Personnel – Equal Employment Opportunity and Minority Recruitment
Policy 6:50	Instruction – School Wellness
Policy 7:270	Students – Administering Medicines to Student

First Reading of PRESS Policy Issue 77, October 2011 Including Policies:

Policy 3:60	General School Administration – Administrative Responsibility of the Building Principal
Policy 5:90	General Personnel – Abused and Neglected Child Reporting

6/11/12

## General Personnel

### Equal Employment Opportunity and Minority Recruitment <sup>1</sup>

The School District shall provide equal employment opportunities<sup>2</sup> to all persons regardless of their race,<sup>3</sup> color,<sup>4</sup> creed,<sup>5</sup> religion,<sup>6</sup> national origin,<sup>7</sup> sex,<sup>8</sup> sexual orientation,<sup>9</sup> age,<sup>10</sup> ancestry,<sup>11</sup> marital status,<sup>12</sup> arrest record,<sup>13</sup> military status,<sup>14</sup> order of protection status,<sup>15</sup> unfavorable military

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

<sup>1</sup> Federal and State law (see the policy's legal references) require that all districts have a policy on equal employment opportunities and control this policy's content.

<sup>2</sup> *Equal employment opportunities* applies to virtually all terms and conditions of employment, e.g., discharge, hire, promotion, pay, demotion, and benefits (see legal references). The Illinois Constitution protects the following categories from discrimination in employment: race, color, creed, national ancestry, and handicap (Art. 1, §§17, 18, and 19). The Ill. Human Rights Act protects the following categories from discrimination in employment: race, color, religion, national origin, ancestry, age, sex, marital status, handicap, military status, order of protection status, sexual orientation, and unfavorable discharge from military service (775 ILCS 5/1-102).

The Equal Employment Opportunities Act (Title VII) prohibits discrimination because of an individual's race, color, religion, sex, or national origin (42 U.S.C. §2000e, amended by The Lilly Ledbetter Fair Pay Act, Pub.L. 111-2).

The Lilly Ledbetter Fair Pay Act clarifies that a discriminatory compensation decision or other practice occurs each time an employee is paid or receives a last benefits check pursuant to the discriminatory compensation decision as opposed to only from the time when the discriminatory compensation decision or other practice occurred. The Act has no legislative history available to define what the phrase *or other practice* might mean beyond a discriminatory compensation decision. Consult the board attorney for guidance regarding the Lilly Ledbetter Fair Pay Act's specific applications to the district.

While not exhaustive, other laws protecting these and additional classifications are named in subsequent footnotes.

<sup>3</sup> In addition to the Ill. Human Rights Act and the federal Equal Employment Opportunities Act (discussed in footnote 2); see the Religious Freedom Restoration Act (775 ILCS 35/).

<sup>4</sup> In addition to the Ill. Human Rights Act and the federal Equal Employment Opportunities Act (discussed in footnote 2), see Title IX of the Education Amendments, 20 U.S.C. §1681 *et seq.* The federal Equal Pay Act prohibits an employer from paying persons of one gender less than the wage paid to persons of the opposite gender for equal work (29 U.S.C. §206(d). The State Equal Pay Act of 2003, 820 ILCS 112/, offers greater protection by prohibiting the payment of wages to one gender less than another gender *for the same or substantially similar work*. Similar to the Lilly Ledbetter Fair Pay Act, now defines *date of underpayment* as each time wages are underpaid. Employees have one year from the time they become aware of the underpayment to file a complaint with the Ill. Dept. of Labor. The Pregnancy Discrimination Act amended the Equal Employment Opportunities Act to prohibit discrimination on the basis of pregnancy, childbirth, or related medical conditions (42 U.S.C. §2000e(k).

<sup>5</sup> Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* *Sexual orientation* means actual or perceived heterosexuality, homosexuality, bisexuality, or gender-related identity; it does not include a physical or sexual attraction to a minor by an adult (775 ILCS 5/1-103(O-1).

<sup>6</sup> Age Discrimination in Employment Act (ADEA), 29 U.S.C. §621 *et seq.*, amended by The Lilly Ledbetter Fair Pay Act, Pub.L. 111-2 (see f/n 2 above). 29 C.F.R. Part 1625, amended the EEOC regulations under ADEA to reflect the U.S. Supreme Court's decision in General Dynamic Systems, Inc. v. Cline, 540 U.S. 581(2004), holding the ADEA to permit employers to favor older workers because of age. Thus favoring an older person over a younger person is not unlawful discrimination, even when the younger person is at least 40 years old.

<sup>7</sup> 105 ILCS 5/10-22.4 and 775 ILCS 5/1-103(Q). The term *marital status* means an individual's legal status of being married, single, separated, divorced, or widowed (775 ILCS 5/1-103(J). This statutory definition does not encompass the identity of one's spouse. Thus, school districts may adopt no-spouse policies. Boaden v. Dept. of Law Enforcement, 664 N.E.2d 61 (1996). See policy 5-30, *Hiring Process and Criteria*, for a sample no-spouse rule.

<sup>8</sup> Districts may not make employment decisions on the basis of arrest history, but may use conviction information (775 ILCS 5/2-103).

<sup>9</sup> 775 ILCS 5/1-103(Q). The term *order of protection status* means a person protected under an order of protection issued pursuant to the Illinois Domestic Violence Act of 1986 or an order of protection issued by a court of another state (775 ILCS 5/1-103(K-5).

discharge;<sup>10</sup> citizenship status provided the individual is authorized to work in the United States;<sup>11</sup> use of lawful products while not at work;<sup>12</sup> being a victim of domestic or sexual violence;<sup>13</sup> genetic information;<sup>14</sup> physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation;<sup>15</sup> pregnancy, childbirth, or related medical conditions;<sup>16</sup> credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position;<sup>17</sup> or other legally protected categories. 18 19 20 21

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

<sup>10</sup> *Military status* means a person's status on active duty in the U.S. Armed Forces (775 ILCS 5/1-103). *Unfavorable military discharge* does not include those characterized as RE-4 or *dishonorable*, (Id.). The Uniformed Services Employment and Reemployment Rights Act, 38 U.S.C. §§4301 et seq., prohibits employers from discriminating or retaliating against any person for reasons related to past, present, or future service in a *uniformed service*. See footnote 9 in policy 5:30, *Hiring Process and Criteria*.

<sup>11</sup> 775 ILCS 5/1-102(C). According to the Immigration Reform and Control Act of 1986, 8 U.S.C. §§1324(a) et seq., all employers must verify that employees are either U.S. citizens or authorized to work in the U. S.

<sup>12</sup> 820 ILCS 55/5 prohibits discrimination based on use of lawful products, e.g., alcohol and tobacco, off premises during non-working hours.

<sup>13</sup> Victims' Economic Security and Safety Act, 820 ILCS 180/30.

<sup>14</sup> Illinois' Genetic Information Protection Act (GIPA) (410 ILCS 513/25) and Title II of Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff et seq.). Both laws protect job applicants and current and former employees from discrimination based on their genetic information. Note that GIPA provides greater protections to Illinois employees than Title II of GINA. See footnote 5 in 2:260, *Uniform Grievance Procedure* for the definition of genetic information and a detailed description of both statutes, including of Title I of GINA affecting the use of genetic information in health insurance. In 2011, EEOC published an informative guidance letter, ADA & GINA: Incentives for Workplace Wellness Program, EEOC Informal Discussion Letter. Consult the board attorney for guidance regarding specific application of these laws and how they integrate with other related laws, e.g., the Family Medical Leave Act, the Americans with Disabilities Act, and other State laws governing time off for sickness and workers' compensation.

<sup>15</sup> Americans with Disabilities Act, 42 U.S.C. §§12111 et seq., amended by the Americans with Disabilities Act Amendments Act (ADAAA), Pub. L. 110-325 and modified by the Lilly Ledbetter Fair Act, Pub. L. 111-2; Rehabilitation Act of 1973, 29 U.S.C. §791 et seq., modified by the Lilly Ledbetter Fair Pay Act, Pub. L. 111-2.

<sup>16</sup> 775 ILCS 5/2-102(I), added by P.A. 97-596. Americans with Disabilities Act, 42 U.S.C. §§12111 et seq., amended by the Americans with Disabilities Act Amendments Act (ADAAA), Pub. L. 110-325 and modified by the Lilly Ledbetter Fair Act, Pub. L. 111-2; Rehabilitation Act of 1973, 29 U.S.C. §791 et seq., modified by the Lilly Ledbetter Fair Pay Act, Pub. L. 111-2.

<sup>17</sup> Employee Credit Privacy Act, 820 ILCS 70/. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report, (2) inquire about an applicant's or employee's credit history, or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at \$2,500 or more.

<sup>18</sup> Optional sentence (775 ILCS 5/1-103 and 29 U.S.C. §631):

*Age*, as used in this policy, means the age of a person who is at least 40 years old.

<sup>19</sup> Optional provision (29 U.S.C. §705(10)(A) and (B), and 42 U.S.C. §12114):

*Handicap and disability*, as used in this policy, excludes persons:

1. Currently using illegal drugs;
2. Having a currently contagious disease or infection and who, by reason of such disease or infection, would constitute a direct threat to the health or safety of other individuals or who, by reason of the currently contagious disease or infection, are unable to perform the duties of the job; or
3. Whose current alcohol or drug use prevents them from performing the job's duties or constitutes a direct threat to the property or safety of others.

Persons who have successfully completed or are participating in a drug rehabilitation program are considered *handicapped*.



Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information. 22

#### Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. 23

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20 Districts may not make residency in the district a condition of employment for teachers or educational support personnel (105 ILCS 5/24-4.1 and 10-23.5). This ban on residency requirements for teachers applies only to instructional personnel, and not, for example, to assistant principals. Owen v. Kankakee School Dist., 632 N.E.2d 1073 (Ill.App.3, 1994). Districts also may not ask an applicant, or the applicant's previous employer, whether the applicant ever received, or filed a claim for, benefits under the Workers' Compensation Act or Workers' Occupational Diseases Act (820 ILCS 55/10).

21 School districts must accommodate mothers who choose to continue breastfeeding after returning to work. See the Right to Breastfeed Act, 740 ILCS 137/; Nursing Mothers in the Workplace Act, 820 ILCS 260/; and Fair Labor Standards Act, 29 U.S.C. §207(r), added by P.L. 111-148. See sample language for a personnel handbook in 5:10-AP, *Administrative Procedure - Workplace Accommodations for Nursing Mothers*.

22 Most discrimination laws prohibit retaliation against employees who oppose practices made unlawful by those laws, including, for example, the Equal Employment Opportunities Act, Title IX, Americans with Disabilities Act, Age Discrimination in Employment Act, Victims' Economic Security and Safety Act, the Ill. Equal Pay Act, and the Ill. Whistleblower Act, 740 ILCS 174/.

The Ill. Whistleblower Act specifically prohibits employers from retaliating against employees for: (1) disclosing information to a government or law enforcement agency (740 ILCS 174/15(a)), (2) disclosing information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation (740 ILCS 174/15(b)), (3) refusing to participate in an activity that would result in a violation of a State or federal law, rule, or regulation, including, but not limited to, violations of the Freedom of Information Act (740 ILCS 174/20), and (4) disclosing or attempting to disclose public corruption or wrongdoing (740 ILCS 174/20.1). The definition of retaliation is expanded to include *other retaliation and threatening retaliation* (740 ILCS 174/20.1 and 20.2).

The Ill. False Claims Act, 740 ILCS 175/, defines *State* to include school districts. Thus, boards may seek a penalty from a person for making a false claim for money or property (740 ILCS 175/4). For additional information regarding the Ill. Whistleblower Act and the tort of retaliatory discharge, see Thomas v. Guardsmark, 487 F.3d 531 (7<sup>th</sup> Cir., 2007)(discussing the elements of Ill. tort of retaliatory discharge and Ill. Whistleblower Act), and Sherman v. Kraft General Foods, Inc., 651 N.E.2d 708 (Ill.App.4<sup>th</sup> Dist., 1995)(finding employee who reported asbestos hazard had a cause of action for tort of retaliatory discharge).

23 Title IX regulations require districts to identify the name, address, and telephone number of the person who is responsible for coordinating the district's compliance efforts. A policy should not be adopted with a person's name in it; rather, the identifying information can be added and amended as necessary. Thus the policy should be adopted with blanks for the superintendent to fill in later.

**Nondiscrimination Coordinator:**

Sandra Stringer (ending 6/30/12) Joel Martin (beginning 7/1/12)

Name  
164 S. Prospect Avenue

Address  
Park Ridge, IL 60068

847-318-4302

Telephone

**Complaint Managers:**

Diane Betts (ending 6/30/12)

Dan Walsh

Name Lori Hinton (beginning 7/1/12)

Name

164 S. Prospect Avenue

2401 Manor Lane

Address  
Park Ridge, IL 60068

Address  
Park Ridge, IL 60068

847-318-4303

847-318-4396

Telephone

Telephone

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks. 24

**Minority Recruitment 25**

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

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24 In addition to notifying employees of the Uniform Grievance Procedure, a district must notify them of the person(s) designated to coordinate the district's compliance with Title IX and the Rehabilitation Act of 1973 (34 C.F.R. §§106.8(a) and 104.8(a)). The Nondiscrimination Coordinator may be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as a Complaint Manager for policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information, to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and school board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

25 All districts must have a policy on minority recruitment (105 ILCS 5/10-20.7a). Unlike minority recruitment efforts, affirmative action plans are subject to significant scrutiny because of the potential for reverse discrimination. The U.S. Constitution's guarantee of equal protection prohibits school districts from using racial hiring quotas without evidence of past discrimination. See 29 C.F.R. §1608.1 *et seq.* (Equal Employment Opportunity Commission's guidelines for affirmative action plans); *Wygant v. Jackson Board of Education*, 106 S.Ct. 1842 (1986) (The goal of remedying societal discrimination does not justify race-based layoffs.); *City of Richmond v. J.A. Croson Co.*, 109 S.Ct. 706 (1989) (Minority contractor quota struck; quotas must be narrowly tailored to remedy past discrimination and the city failed to identify the need for remedial action and whether race-neutral alternatives existed.).

The Ill. Human Rights Act, 775 ILCS 5/1-101.1, states that it shall not be construed as requiring any employer to give preferential treatment or special rights based on sexual orientation or to implement affirmative action policies or programs based on sexual orientation.

- LEGAL REF.: Age Discrimination in Employment Act, 29 U.S.C. §621 et seq.  
 Americans With Disabilities Act, Title I, 42 U.S.C. §12111 et seq.  
 Civil Rights Act of 1991, 29 U.S.C. §§621 et seq., 42 U.S.C. §1981 et seq.,  
 §2000e et seq., and §12101 et seq.  
 Equal Employment Opportunities Act (Title VII of the Civil Rights Act of 1964),  
 42 U.S.C. §2000e et seq., 29 C.F.R. Part 1601.  
 Equal Pay Act, 29 U.S.C. §206(d).  
~~Employee Credit Privacy Act, 820 ILCS 70/.~~  
 Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.  
 Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.  
 Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.  
 Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.  
 Pregnancy Discrimination Act, 42 U.S.C. §2000e(k).  
 Title IX of the Education Amendments, 20 U.S.C. §1681 et seq., 34 C.F.R. Part  
 106.  
 Uniformed Services Employment and Reemployment Rights Act (1994), 38  
 U.S.C. §§4301 et seq.  
Ill. Constitution, Art. I, §§17, 18, and 19.  
 105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4,  
 5/24-4.1, and 5/24-7.  
 Genetic Information Protection Act, 410 ILCS 513/25.  
 Ill. Whistleblower Act, 740 ILCS 174/.  
 Ill. Human Rights Act, 775 ILCS 5/1-103 and 5/2-102.  
 Religious Freedom Restoration Act, 775 ILCS 35/5.  
~~Employee Credit Privacy Act, 820 ILCS 70/.~~  
 Ill. Equal Pay Act of 2003, 820 ILCS 112/.  
 Victims' Economic Security and Safety Act, 820 ILCS 180/30.  
 23 Ill.Admin.Code §1.230.
- CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited),  
 5:30 (Hiring Process and Criteria, 5:40 (Communicable and Chronic Infectious  
 Disease), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary  
 Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250  
 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and  
 Assignment), 5:300, (Schedules and Employment Year), 5:330 (Sick Days,  
 Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180  
 (Preventing Bullying, Intimidation, and Harassment), 8:70 (Accommodating  
 Individuals with Disabilities)

## Instruction

### School Wellness <sup>1</sup>

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004.

### Goals for Nutrition Education and Nutrition Promotion <sup>2</sup>

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote good nutrition for students.
- Schools will foster the positive relationship between good nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See School Board policy 6:60, *Curriculum Content*. <sup>3</sup>

### Goals for Physical Activity <sup>4</sup>

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to

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<sup>1</sup> State or federal law requires this subject matter to be covered in policy and controls its content. The federal Child Nutrition and WIC Reauthorization Act of 2004 requires school districts participating in a program authorized by the National School Lunch Act or the Child Nutrition Act to have a school wellness policy (PL 108-265, Sec. 204). State law required ISBE to "establish a State goal that all school districts have a wellness policy," (105 ILCS 5/2-3.139). ISBE complied in October 2007 by "instruct[ing] all public school districts to establish a School Wellness Policy." The federal and State laws list mandatory topics for the policy. The second sentence of this policy should be deleted if the district does not participate in the National School Lunch Act or the Child Nutrition Act.

See ISBE's numerous resources at [www.isbe.net/nutrition/htmls/wellness\\_policy.htm](http://www.isbe.net/nutrition/htmls/wellness_policy.htm). Action for Healthy Kids is a national organization dedicated to overcoming the "epidemic of overweight, undernourished and sedentary youth by focusing on changes in schools;" see its resources at [www.actionforhealthykids.org/index.php](http://www.actionforhealthykids.org/index.php).

This sample policy seeks to be both legally compliant and consistent with good governance principles. Both federal and State laws allow each school district to determine how the required topics are addressed. Good governance principles suggest that the board should establish goals with community and stakeholder input. The administration should determine how to achieve the goals. The board should monitor this policy by requesting and reviewing periodic implementation data.

The Ill. Dept. of Agriculture and ISBE are directed to create the Farm Fresh Schools Program (30 ILCS 105/5.728, added by P.A. 96-153, recodified by P.A. 96-1000). They are also directed to administer a grant program to further the Program's intent of "reduc[ing] obesity and improve[ing] nutrition and public health, as well as strengthen[ing] local agricultural economies by increasing access to and promoting the consumption of locally grown fruits and vegetables in schools and increasing physical activities and programs that promote pupil wellness."

<sup>2</sup> This is a required topic, but the local board may determine what goals are appropriate (PL 108-265, Sec. 204(a)(1) and PL 111-296; 105 ILCS 5/2-3.139(a)(2). Nutrition promotion is now required by PL 111-296, but the concept is not described or defined. The Food Nutrition Service intends to describe nutrition promotion more clearly in its upcoming technical assistance materials and a proposed rule, which is expected in late 2012.

<sup>3</sup> 105 ILCS 110/3 and 23 Ill.Admin.Code §1.420(n). ISBE's rules for Comprehensive Health Education found at 23 Ill.Admin.Code Part 253 were repealed effective 10/3/05.

<sup>4</sup> This is a required topic, but the local board may determine what goals are appropriate (PL 108-265, Sec. 204(a)(1); 105 ILCS 5/2-3.139(a)(2).



work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policy 6:60, *Curriculum Content*. 5

- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See Board policy 6:60, *Curriculum Content*. 6
- The curriculum will be consistent with and incorporate relevant Illinois Learning Standards for Physical Development and Health as established by the Illinois State Board of Education. 7

#### Nutrition Guidelines for Foods Available in Schools During the School Day 8

Students will be offered and schools will promote nutritious food and beverage choices consistent with the current Dietary Guidelines for Americans and Food Guidance System published jointly by the U.S. Department of Health and Human Services and the Department of Agriculture. In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall control food sales that compete with the District's non-profit food service in compliance with the Child Nutrition Act. Food service rules shall restrict the sale of foods of minimal nutritional value, as defined by the U.S. Department of Agriculture, in the food service areas during the meal periods and comply with all applicable rules of the Illinois State Board of Education. 9

Insert A

#### Guidelines for Reimbursable School Meals 10

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program. 11

- A. In addition, in order to promote good nutrition and encourage students' healthy eating habits, parents are not allowed to send food treats to school.

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5 105 ILCS 5/27-5 and 27-6.

6 *Id.*

7 Schools must "set student learning objectives which meet or exceed goals established by the State," (105 ILCS 5/2-3.63). The Learning Standards can be found on ISBE's website, [www.isbe.state.il.us/ils](http://www.isbe.state.il.us/ils).

8 The policy must include the nutrition guidelines selected by the board for "all foods available during the school day with the objective of promoting student health and reducing childhood obesity," (PL 108-265, Sec. 204(a)(2); 105 ILCS 5/2-3.139(a)(1).

9 Districts must prohibit the sale of foods of minimal nutritional value, as defined by federal rule, in the food service areas during the lunch periods (42 U.S.C. §1779; 7 C.F.R. §210.11; 7 C.F.R. Part 210, App. B). The sale of other competitive foods is allowable in the food service area during the lunch period only if all income from the sale of such foods accrues to the benefit of the nonprofit school food service, the school, or student organizations approved by the school (*Id.*). ISBE's rule limits the types and amounts of food and beverages that may be sold to students in grades 8 or below before school or during the regular school day in any school that participates in the School Breakfast Program or the National School Lunch Program (23 Ill.Admin.Code §305.15). A board may place additional limitations on the sale of minimally nutritious or junk foods.

10 Inclusion in the policy is required for only those districts that participate in a program authorized by the National School Lunch Act or the Child Nutrition Act (PL 108-265, Sec. 204(a)(3).

11 Child Nutrition Act of 1966 (42 U.S.C. §1771 *et seq.*) and National School Lunch Act (42 U.S.C. §1758).

## Monitoring 12

The Superintendent or designee shall provide periodic implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy. ~~This report must include without limitation each of the following:~~

- ~~• An assessment of the District's implementation of the policy~~
- ~~• The extent to which schools in the District are in compliance with the policy~~
- ~~• The extent to which the policy compares to model local school wellness policies~~
- ~~• A description of the progress made in attaining the goals of the policy~~

## Community Input 13

The Superintendent or designee will invite suggestions and comments concerning the development, implementation, and improvement of the school wellness policy from ~~community members, including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the public community.~~

LEGAL REF.: Child Nutrition and WIC Reauthorization Act of 2004, PL 108-265, Sec. 204.  
Child Nutrition Act of 1966, 42 U.S.C. §1771 et seq.  
National School Lunch Act, 42 U.S.C. §1758.  
~~Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b, PL 111-296.~~  
42 U.S.C. §1779, as implemented by 7 C.F.R. §210.11.  
105 ILCS 5/2-3.139.  
23 Ill.Admin.Code Part 305, Food Program.  
ISBE's "School Wellness Policy" Goal, adopted Oct. 2007.

CROSS REF.: 4:120 (Food Services)

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~~12 The policy must establish "a plan for measuring implementation of the local wellness policy, including designation of 1 or more persons within the local educational agency at each school, as appropriate, charged with operational responsibility for ensuring that the school meets the local wellness policy," (PL 108-265, Sec. 204(a)(4); 105 ILCS 5/2-3.139(a)(4).~~

~~PL 111-296 requires the public to receive periodic measures with the listed items. While there is no guidance yet to assist school districts in complying with this requirement, school districts are expected to be working toward developing a reasonable method to implement this requirement by the end of the 2011-2012 school year ([www.fns.usda.gov/tn/healthy/twpooverview.pdf](http://www.fns.usda.gov/tn/healthy/twpooverview.pdf)). Without guidance, superintendents should make a good faith effort to comply with this requirement. More guidance is expected and will be available at: [www.fns.usda.gov/tn/healthy/wellnesspolicy\\_tools.html](http://www.fns.usda.gov/tn/healthy/wellnesspolicy_tools.html).~~

~~13 A board must establish a policy that "involves parents, students, and representatives of the school food authority, the teachers of physical education, school health professionals, the school board, school administrators, and the public in the development of the school wellness policy," (PL 108-265, Sec. 204(a)(5). amended by PL 111-296; 105 ILCS 5/2-3.139(a)(3). This requirement's awkward wording notwithstanding, a board may take compliance steps by seeking community input during this policy's adoption and monitoring phases. See 2:240, Board Policy Development.~~

## Students

### Administering Medicines to Students <sup>1</sup>

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication. <sup>Insert A</sup>

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed "School Medication Authorization Form" is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students. <sup>2</sup>

### Self-Administration of Medication <sup>3</sup>

A student may possess an epinephrine auto-injector (EpiPen®) and/or medication prescribed for asthma for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a "School Medication Authorization Form." The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. <sup>4</sup> A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct,

A other than a prescribed epi-pen or asthma inhaler

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<sup>1</sup> All districts must have a policy for administering medication (105 ILCS 5/10-20.14b). State law prohibits school boards from requiring that teachers and other non-administrative school employees administer medication to students; exceptions are certificated school nurses and non-certificated registered professional nurses (105 ILCS 5/10-22.21b).

<sup>2</sup> Each district must inform students (e.g., through homeroom discussion or loudspeaker announcement) about, and distribute to their parents/guardians, the district's policy, guidelines, and forms on administering medicines within 15 days after the beginning of each school year, or within 15 days after starting classes for a student who transfers into the district (105 ILCS 5/10-20.14b). A comprehensive Student Handbook can provide notice to parents and students of the school's rules, extracurricular and athletic participation requirements, and other important information. The Handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board.

<sup>3</sup> 105 ILCS 5/22-30, as amended by P.A. 96-1460, requires school districts to allow students to *self-administer* their prescribed asthma medication and an epinephrine auto-injector as described. *Self-administer* and *self-administration* mean that a student may carry and use these two medications at his or her discretion: (1) while in school, (2) while at a school sponsored activity, (3) while under the supervision of school personnel, or (4) before or after normal school activities, such as while in before-school or after-school care on school-operated property.

<sup>4</sup> 105 ILCS 5/22-30(c) requires this information to be in a notification to parents.

arising out of a student's self-administration of an epinephrine auto-injector and/or medication, or the storage of any medication by school personnel. 5

School District Supply of Epinephrine Auto-Injectors 6

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of epinephrine auto-injectors in the name of the District and provide or administer them as necessary according to State law. This section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for school epinephrine auto-injectors and a standing protocol from a physician licensed to practice medicine in all its branches, or (2) fill the District's prescription for school epinephrine auto-injectors. 7

Upon implementation of this subsection and Section 22-30(f) of the School Code, the protections from liability and hold harmless provisions as explained in Section 22-30(c) of the School Code apply.

No one, including without limitation parents/guardians of students, should rely on the District for the availability of an epinephrine auto-injector. This policy does not guarantee the availability of an epinephrine auto-injector; students and their parents/guardians should consult their own physician regarding this medication.

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b, and 5/22-30.

CROSS REF.: 7:285 (Food Allergy Management)

ADMIN. PROC.: 7:270-AP (Dispensing Medication), 7:270-AP2 (Checklist for District Supply of Epinephrine Auto-Injectors), 7:270-E (School Medication Authorization Form)

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5 105 ILCS 5/22-30(c) requires parents/guardians to sign a statement: (1) acknowledging the statement from f/n 4 above, and (2) that they must indemnify and hold harmless the school district and its employees and agents against any claims, except a claim based on willful and wanton conduct, arising out of the self-administration of medication by the student or the storage of the medication by school personnel. There are several methods to obtain a parent/guardian's signature for this purpose, e.g., receipt of handbook signature, or see 7:270 E, School Medication Authorization Form. Discuss with the board attorney the method that works best for the district.

6 Optional. A school board must ensure that it does not adopt this section into the policy unless it is prepared to implement 105 ILCS 5/22-30(f), amended by P.A. 97-361. The law permits a district to maintain a supply of epinephrine auto-injectors in a locked, secure location and use them when necessary. However, obtaining this prescription may be difficult or impossible. The consequences of informing the community that the district will obtain a prescription for a supply of epinephrine auto-injectors and implement a plan for their use, and then not doing it are fraught with legal liabilities and issues.

The superintendent is given broad authority to implement this section; however, several preliminary steps should occur with the assistance of the board attorney. They include, but are not limited to: (1) investigating the feasibility of obtaining a prescription for a supply of epinephrine auto-injectors in the name of the district, and (2) outlining the advantages and disadvantages of implementing this plan based upon each district's individual resources and circumstances, and student population's needs.

7 Discuss with the board attorney whether the board should remove this sentence when the district reaches full implementation of this section.



## General School Administration

### Administrative Responsibility of the Building Principal <sup>1</sup>

The School Board, upon the recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools. <sup>2</sup> The primary responsibility of a Building Principal is the improvement of instruction. <sup>3</sup> Each Building Principal shall perform all duties as described in the School Code as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the Building Principal's education and training. <sup>4</sup>

The Superintendent or designee shall develop and maintain a principal and assistant principal evaluation plan that complies with Section 24A-15 of the School Code. <sup>5</sup> Using that plan, the

Insert A

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<sup>1</sup> State or federal law controls this policy's content.

<sup>2</sup> 105 ILCS 5/10-21.4a, amended by P.A. 97-217. This law now includes assistant principals and explains that assistant principals may perform the duties assigned to a principal by statute, except the responsibility for improvement of instruction.

<sup>3</sup> Required by 105 ILCS 5/10-21.4a.

<sup>4</sup> An alternative follows: "...or as agreed upon by the Building Principal and Superintendent."

The principal's duties are generally described in 105 ILCS 5/10-21.4a- and 5/24A-15(c-5). In addition, 105 ILCS 127/ requires the principal or designee to report to the police violations of the Controlled Substance Act occurring in a school or on school property, on a public way within 1000 feet of a school, or any conveyance used to transport students. See also 105 ILCS 5/10-20.14 and administrative procedure 7:190-AP3, *Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students*. State law requires a principal or teacher to notify the parents/guardians during school registration or parent-teacher conferences that information about sex offenders and violent offenders against youth is available to the public as provided in the Sex Offender Community Notification Law, 730 ILCS 152/ and Child Murderer and Violent Offender Against Youth Registration Act, 730 ILCS 154/. The county clerk may appoint high school principals or their designees as deputy registrars who may accept voter registrations of eligible students in the high school (10 ILCS 5/4-6.2).

<sup>5</sup> 105 ILCS 5/24A-15, amended by P.A. 96-861- and 97-217.

A board may want to add the components of the evaluation plan: to the policy. The following optional provision contains the mandatory requirements: but if the board does not employ assistant principals, delete the phrase "and assistant principal".

The plan shall provide that the evaluation of a Building Principal: and Assistant Principal:

1. Be performed by the Superintendent or designee, ~~or~~ an individual appointed by the Board who holds a registered Type 75 State administrative certificate, or the Building Principal for an Assistant Principal;
2. Be in writing;
3. Take place by March 1 of each year for a Building Principal and Assistant Principal on a single-year contract and by March 1 of the final year of a contract for a Building Principal and Assistant Principal on a multi-year contract;
4. Include a description of the Building Principal's and Assistant Principal's duties and responsibilities and the standards to which the Building Principal and Assistant Principal is expected to conform;
5. Consider the Building Principal's and Assistant Principal's specific duties, responsibilities, management, and competence as a Building Principal: and Assistant Principal;
6. Specify the Building Principal's and Assistant Principal's strengths and weaknesses, with supporting reasons;
7. Align with research-based standards established by administrative rule;
8. On and after September 1, 2012 provide for the use of data and indicators on student growth as a *significant factor* in rating performance; and
9. Provide that one copy of the evaluation must be included in the Building Principal's and Assistant Principal's personnel file and one copy of the evaluation must be given to the Building Principal and Assistant Principal.

Superintendent or designee shall evaluate each Building Principal and Assistant Principal. <sup>6</sup> The Superintendent or designee may conduct additional evaluations. <sup>7</sup>

The Board and each Building Principal and Assistant Principal shall enter into an employment agreement that conforms to Board policy and State law. <sup>8</sup> The terms of an individual employment contract, when in conflict with this policy, will control.

LEGAL REF.: 10 ILCS 5/4-6.2.  
105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, 10-23.8a, 10-23.8b, and 5/24A-15.  
105 ILCS 127/.  
23 Ill.Admin.Code Part 35.

CROSS REF.: 3:50 (Administrative Personnel Other Than the Superintendent), 5:250 (Leaves of Absence)

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10. *Significant factor*, as used in #8 in the optional provision, will need to be defined by ISBE rules after collaboration with the Performance Evaluation Advisory Council (PEAC) (105 ILCS 5/24A-7, amended by P.A. 96-861). See [www.isbe.net/peac/](http://www.isbe.net/peac/) for the most recent information about ISBE and PEAC's implementation of the Performance Evaluation Act.

<sup>6</sup> Required by 105 ILCS 5/10-21.4a and 105 ILCS 5/24A-15, amended by P.A. § 96-861 and 97-217.

<sup>7</sup> Implementation of a principal mentoring program in any given year is dependent upon an appropriation sufficient to provide services to all first-year principals (105 ILCS 5/2-3.53a, amended by P.A. 96-373 and 23 Ill.Admin.Code Part 35). Sufficient funding is based on the anticipated number of participants and the total amount of the appropriation for the mentoring. Each principal in his or her first year of employment must participate in mentoring activities during years when the program is implemented. If sufficient appropriations exist, principals in their second year of employment may elect to participate in a second year of mentoring if the principal has completed the mentoring program in the previous school year.

<sup>8</sup> 105 ILCS 5/10-23.8a and 5/10-23.8b govern principal and assistant principal contracts.

## General Personnel

### Abused and Neglected Child Reporting <sup>1</sup>

Insert A

~~Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability<sup>2</sup>, shall immediately: (1) report such a case or cause a report to be made to the Illinois Department of Children and Family Services on its Child Abuse Hotline 800/25-ABUSE or 217/524-2606, and (2) follow any additional directions given by the Illinois Department of Children and Family Services to complete a report. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. All District employees shall sign the *Acknowledgement of Mandated Reporter Status* form provided by the Illinois Department of Child and Family Services (DCFS) and the Superintendent or designee shall ensure that the signed forms are retained.~~ <sup>3</sup>

Insert B →

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

<sup>1</sup> State or federal law controls this policy's content.

<sup>2</sup> P.A. 96-1446 amended two statutes and defines the same class of individuals differently throughout, but with the same goal: to protect disabled adult students who are still in school with Individual Education Plans (IEPs) that do not live in DCFS licensed facilities. The Ill. Dept. of Human Services Act, 20 ILCS 1305/1-17(b), amended by P.A. 96-1446 defines "adult student with a disability" as an adult student, age 18 through 21, inclusive (through the day before the student's 22<sup>nd</sup> birthday), with an IEP other than a resident of a facility licensed by DCFS. This statutory definition is the basis for this sample policy's language. For purposes of the following discussions in f/n 3 & 5 below, the term "adult student with a disability" is shortened to *disabled adult student*.

For elementary districts, delete the first sentence and insert the following sentence:

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child shall immediately report ~~such a case or cause a report to be made~~ to the Illinois Department of Children and Family Services on its Child Abuse Hotline 800/25-ABUSE or 217/524-2606.

<sup>3</sup> The Abused and Neglected Child Reporting Act requires school personnel to make an immediate report ~~or cause a report to be made~~ to DCFS; it states that they "may also notify the person in charge of [the] school," (325 ILCS 5/4). If the report involves a *disabled adult student*, employees should expect DCFS to instruct them to call the Ill. Dept. of Human Services Office (DHS) of the Inspector General's statewide 24 hour toll-free telephone number at 1-800-843-6154 (325 ILCS 5/4.4a and 20 ILCS 1305/1-17(b), both amended by P.A. 96-1446). Reports involving a disabled adult student may be made directly to DHS; however, for simplicity, and to preserve a superintendent's duty to disclose certain reports involving an employee or former district employee (see discussion in f/n 5 below) and the immunity for such disclosures, the sample policy directs the initial phone call involving a disabled adult student to DCFS. The sample policy makes the report to the superintendent or building principal mandatory in order to keep the administration informed. Of course, the administration may not force the staff member to change or modify his or her report (325 ILCS 5/4).

Abuse and neglect are defined in 325 ILCS 5/3 and, for disabled adult students in 20 ILCS 1305/1-17(b), amended by P.A. 96-1446 and 20 ILCS 2435/15. Abuse may be generally understood as any physical or mental injury or sexual abuse inflicted on a child or disabled adult student other than by accidental means or creation of a risk of such injury or abuse by a person who is responsible for the child's or disabled adult student's welfare. Neglect may be generally understood as abandoning a child or disabled adult student or failing to provide the proper support, education, medical, or remedial care required by law by one who is responsible for the child's or disabled adult student's welfare.

Reports should include, when known, the child's or disabled adult student's name and address, parents or other custodian, and condition including any evidence of previous injuries or disabilities, plus any other helpful information. Any person required by law to report abuse and neglect who willfully fails to report is guilty of a Class A misdemeanor. A teaching certificate may be suspended for willful failure to report suspected child abuse or neglect as required by law (105 ILCS 5/21-23, amended by P.A. 96-431 and 20 ILCS 1305/1-17(k)(1), amended by P.A. 96-1446).

School personnel are granted broad immunities against civil and criminal claims when they file a report of abuse or neglect in good faith, even if it proves groundless. Such immunities are not available, however, to the individual who knowingly files a false report. ~~Knowingly transmitting a false report to DCFS is a Class 4 felony (325 ILCS 5/4, 7 and 7.6, amended by P.A. 97-189).~~

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 800/843-5678, or online at [www.cybertipline.com](http://www.cybertipline.com). The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made. <sup>4</sup>

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS. <sup>5</sup>

The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing when he or she has reasonable cause to believe that a certificate holder was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child. <sup>6</sup> The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the certificate holder. <sup>7</sup>

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<sup>4</sup> The Reporting Act requires an electronic and information technology equipment worker or the worker's employer to report a discovery of child pornography depicted on an item of electronic and information technology equipment (325 ILCS 5/4.5, added by P.A. 95-944). Consult the board attorney to determine whether any district employees fit the definition of an *electronic and information technology worker*, i.e., are "persons who in the scope and course of their employment or business install, repair, or otherwise service electronic and information technology equipment for a fee."

The paragraph exceeds the newly added requirements by requiring *all* district employees to report a discovery of child pornography on electronic and information technology equipment. This furthers the National Center for Missing and Exploited Children's public policy goal of "empowering the public to take immediate and direct action to enforce a zero tolerance policy regarding child sexual exploitation."

Similar to school personnel who are mandated reporters, electronic and information technology equipment workers and their employers have broad immunities from criminal, civil, or administrative liabilities when they report a discovery of child pornography as required under 325 ILCS 5/4.5, except for willful or wanton misconduct (e.g. knowingly filing a false report). Failure to report a discovery of child pornography is a business offense subject to a fine of \$1001.

District employees who are not information and technology equipment workers who, in good faith, make a report also receive immunity, except in cases of willful or wanton misconduct. See 325 ILCS 5/4 and 9. Further, for the purpose of any proceedings, civil or criminal, good faith of the person making the report is presumed. *Id.*

<sup>5</sup> The Abused and Neglected Child Reporting Act, 325 ILCS 5/4, requires a superintendent, upon being requested for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DCFS. When a report involves a disabled adult student, DCFS must instruct mandated reporters making these reports to call the Ill. Dept. Human Services' Office of the Inspector General's statewide 24 hour toll-free telephone number: 1-800-368-1463 (325 ILCS 5/4.4a, amended by P.A. 96-1446) to make a report under the Ill. Dept. of Human Services (DHS) Act (20 ILCS 1305/).

The DHS Act, 20 ILCS 1305/1-17, amended by P.A. 96-1446, then requires a determination of whether a report involving a disabled adult student should be investigated under it or the Abuse of Adults with Disabilities Intervention Act, 20 ILCS 2435. Neither the DHS Act nor the Abuse of Adults with Disabilities Intervention Act outlines a duty for the superintendent, upon being requested for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DHS involving an adult student with a disability.

Given the public policy behind the recent amendments to 325 ILCS 5/4, a reasonable interpretation of P.A. 96-1446 is that the superintendent's duty to disclose now involves DHS reports concerning adult students with disabilities. However, with no mechanism requiring DHS to report back to the superintendent a *non-substantiated report* (DHS version of a DCFS *unfounded report*), a superintendent's duty to disclose cannot end. Consult the board attorney about managing the duty to disclose reports that involve disabled adult students when DCFS redirects the reporter to DHS. For more information, see policy 5:150, *Personnel Records*.

<sup>6</sup> Alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Educational Service Center." P.A. 96-893 abolished the Regional Office of Education for Suburban Cook County and transferred its duties and powers to Intermediate Service Centers.

<sup>7</sup> 105 ILCS 5/10-21.9(e-5), amended by P.A. 96-431, requires these notifications and provides superintendents immunity from any liability, whether civil or criminal or that otherwise might result by complying with the statute.



The Superintendent or designee shall provide staff development opportunities for school personnel working with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect. <sup>8</sup>

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in the Act, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse. <sup>9</sup> **Insert C**

LEGAL REF.: 105 ILCS 5/10-21.9.  
20 ILCS 1305/1-1 et seq.  
20 ILCS 2435/.  
325 ILCS 5/.

CROSS REF.: 2:20 (Powers and Duties of the School Board), 5:20 (Workplace Harassment Prohibited), 5:100 (Staff Development Program), 5:150 (Personnel Records), 6:120 (Education of Children with Disabilities), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

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<sup>8</sup> While it is unclear whether this is a duty or power, 105 ILCS 5/10-23.12 authorizes boards "[t]o provide staff development for local school site personnel who work with pupils in grades kindergarten through 8, in the detection, reporting and prevention of child abuse and neglect." The drill during such training should be: "If in question, report." Of course, a board could extend the training opportunity or make participation mandatory, depending on any applicable collective bargaining agreement, by replacing this sentence with:

Option 1: The Superintendent or designee shall provide staff development opportunities for all school personnel working with students, in the detection, reporting, and prevention of child abuse and neglect.

Option 2: All District employees working with students shall participate in a meeting that specifically addresses and reviews the reporting requirements of the Abused and Neglected Child Reporting Act.

<sup>9</sup> 325 ILCS 5/4. [This statute makes board members mandatory child abuse reporters "to the extent required in accordance with other provisions of this section expressly concerning the duty of school board members to report suspected child abuse." Thus, a board member's duty is "to direct the superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse" whenever an "allegation is raised to a school board member during the course of an open or closed school board meeting that a child who is enrolled in the school district of which he or she is a board member is an abused child." Of course, any board member with reason to doubt that a report was or will be made should directly contact DCFS.]

Consent Agenda

ACTION ITEM 12-06-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of June 11, 2012, which includes the Personnel Report; Bills; Appointment of Special Education Director; Approval of Policy Issue 78, January 2012, and Policies 4:80 and 7:305; and Approval of Custodial Supply Bid.

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

AYES:

NAYS:

PRESENT:

ABSENT: