

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

**Board of Education Agenda  
Regular Board Meeting  
Monday, October 22, 2012  
Washington Elementary School- South Gym  
1500 Stewart Avenue**

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

**Monday, October 22, 2012**

## TIME

## APPENDIX

**6:30 p.m. Meeting of the Board Convenes**

- Roll Call
- Introductions
- Opening Remarks from President of the Board

- **Board Convenes to a Committee-of-the-Whole: Student Achievement and Finance**

7:30 p.m. • **Board Adjourns from Committee-of-the-Whole: Student Achievement and Finance and Resumes Regular Board Meeting**

- **Pledge of Allegiance and Welcome**  
-- Washington Elementary School Principal/Students/PTO

- **Public Comments**

- Update on Roosevelt After School Child Care Pilot** **A-1**  
-- Superintendent

- Review of Resolution #1090 of the 2012 Proposed Tentative Tax Levy and Establishment of Public Hearing Date** **A-2**  
**-- Business Manager** **Action Item 12-10-1**

- Approval to Bid Franklin Elementary School Boiler Project** **A-3**  
 -- Director of Facility Management/  
 Fanning Howey **Action Item 12-10-2**

- Approval to Bid Lincoln Middle School Boiler Project** **A-4**  
 -- Director of Facility Management/  
 Fanning Howey **Action Item 12-10-3**

- Performance Contracting Presentation** A-5  
-- Superintendent/Director of Facility Management

- |  |                            |            |
|--|----------------------------|------------|
| <ul style="list-style-type: none"> <li>• <b>Consent Agenda</b></li> </ul>  | <b>Action Item 12-10-4</b> | <b>A-6</b> |
| <ul style="list-style-type: none"> <li>-- Board President             <ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills, Payroll, and Benefits</li> </ul> </li> </ul> |                            |            |

- Approval of Financial Update for the Period Ending September 30, 2012
- Annual Application for Recognition of Schools
- Approval of Intergovernmental Agreement Between the Governing Board of the Niles Township District for Special Education 807 and the Board of Education of Park Ridge Consolidated Community School District 64 for the Provision of Certain Special Education Services
- Destruction of Audio Closed Minutes

- **Approval of Minutes** **Action Item 12-10-5** **A-7**
  - Board President
    - Committee-of-the-Whole: Transition of the Before School and After School Child Care Programs to Park Ridge Recreation & Park District.....September 24, 2012
    - Regular Meeting Minutes.....September 24, 2012
    - Closed Session Minutes .....September 24, 2012
- **Other Items of Information** **A-8**
  - Superintendent
    - Upcoming Agenda
    - Freedom of Information Act Request (FOIA)
    - Memorandum of Information
      - Update on School Wellness Policy 6:50
  - Minutes of Board Committees
    - Wellness Meeting Minutes of September 25, 2012
    - Traffic Safety Meeting Minutes of October 16, 2012
  - Other
- **Adjourn to Closed Session**
  - Collective Negotiations 5 ILCS 120/2(c)(2)
- **Closed Session**

Next Meeting: **Monday, November 12, 2012**  
 7:15 p.m. – Public Hearing on Levy  
 7:30 p.m. – Regular Board Meeting  
 Carpenter Elementary School – Gym  
 300 N. Hamlin Avenue  
 Park Ridge, IL 60068

#### November 12 – Carpenter Elementary School - Gym

Public Hearing on 2012 Levy – 7:15 p.m.

Regular Board Meeting – 7:30 p.m.

- Pledge of Allegiance and Welcome
- FY12 Annual Audit Report
- Summer Interim Session 2012 Report
- Presentation and Approval of Summer Interim Session 2013 Dates & Fees
- Approval of October Financials for the Period Ending October 31, 2012
- 2013 School Board Elections (memo of information)

#### December 10

Regular Board Meeting – 7:30 p.m.

- Final 2012 Levy Adoption
- Approval of November Financials

### Upcoming Topics


- Community Finance Committee (CFC) Report on Student Fees (January 28, 2013)
- Approval of December Financials (January 28, 2013)

### TBD

- Budget Hearing
- Re-adoption of 2012-13 Budget
- Preliminary Discussion of 2013-14 Class Section Practices
- Progress Report on District-wide Priorities & Strategic Plan Activities
- 2012 District 64 Employee Campaign for Park Ridge Community Fund (memo)
- Present Final Calendar for 2013-14 & Tentative Calendars for 2014-15 & 2015-16
- Adopt Final Calendar for 2013-14 & Tentative Calendars for 2014-15 & 2015-16

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.

TO: Board of Education

FROM: Philip Bender, Superintendent 

DATE: October 22, 2012

SUBJECT: Update on Roosevelt After School Child Care Pilot

### **Background**

District 64 two years ago began exploring the possibility of moving to a school-based concept for after school child care as a way to better meet student needs and open the program to more families. Research of practices in surrounding communities pointed out that schools commonly forge partnerships with their local park districts for before school and after school child care programming. Such collaborations allow each organization to focus on their core missions, avoid redundant offerings, and provide greater benefits to community members. As a result of this review, District 64 opened conversations with the Park Ridge Recreation & Park District to explore interest in partnering to meet the before and after school needs of students.

These discussions ultimately led to an initial proposal presented at the September 24 meeting:

- Move the location of the after school child care program from a single-site model at Jefferson School to a school-based local program at each elementary school.
- Place both the before and after school programs under the supervision of the Park Ridge Recreation and Park District.
- Roll-out the after school program under Park District supervision in January 2013 at Roosevelt School only.
- Effective with the 2013-14 school year, conduct both the before and after school programs on site at all five elementary schools under Park District supervision.

### **Modified Proposal and Timeline**

Board member discussion along with comments from parents at the September 24 meeting were extremely helpful in identifying questions about program details, areas for further outreach among current Jefferson after school program families and the Roosevelt School community, and financial impact, among other topics. District 64 and the Park District are moving forward together to assemble this additional information to be shared with the Board and community. At present, we are working to bring a report forward at the December 10 Board meeting.

Given the additional planning that must be completed, it is no longer feasible to begin a roll-out at Roosevelt School in January 2013.

To provide a longer period for research and outreach, a modified schedule now is being proposed, which will delay the transition as follows:

- Roll-out the after school program at Roosevelt School effective with the start of the 2013-14 school year. The program would operate for the entire school year.
- Effective with the 2014-15 school year, conduct both the before and after school programs on site at all five elementary schools under Park District supervision.

This schedule will alleviate any complications arising from a mid-year transition for Roosevelt School families, District 64 and the Park District. It also allows detailed site planning to be conducted at Roosevelt School this spring in light of specific suggestions that have been raised. However, the timetable still allows District 64 and the Park District to announce the program during kindergarten/ new student registration on February 5 and 7. This timing is especially important for any incoming kindergarten students who would like to enroll in the Extended Day Kindergarten Program at Jefferson who also require after school child care. Expanded site planning at the other four elementary schools would be conducted during the 2013-14 school year based on the Roosevelt experience. This delay in the full transition would also provide additional planning time for Jefferson School staff impacted by these changes.

District 64 and the Park District remain very positive about moving forward with this innovative proposal, and believe that a school-based program will: benefit students through new opportunities to participate with classmates in their own school's extracurricular programs, such as Scouts and athletic clubs; enhance student safety by remaining on site; recapture time now lost to bus travel; make pick-up more convenient for families; expand opportunities to all families with no waiting list; and, offer additional support for special needs students.

If you have any further questions or concerns before the next scheduled presentation, please feel free to contact me, Roosevelt Principal Kevin Dwyer or Jefferson School Coordinator Leslye Lapping.

ADOPTION OF RESOLUTION #1090 OF 2012 PROPOSED TENTATIVE TAX LEVY

The Board of Education is required to estimate the property tax levy for the following year not less than 20 days prior to adoption. The attached resolution fulfills this statutory requirement.

The amount approved in the Tentative Levy will be published in the Truth in Taxation notice. The final levy will be acted upon on December 10, 2012, and cannot be increased from the Tentative Levy amount.

The 2012 proposed tentative aggregate property tax levy is not more than 105% of the prior year's extension; therefore a Truth in Taxation hearing is not necessary, but is recommended.

The Truth in Taxation hearing notice will be published in local newspapers on Thursday, November 1, 2012. The Truth in Taxation hearing will be held on Monday, November 12, 2012, and the final levy is scheduled for adoption on Monday, December 10, 2012.

ACTION ITEM 12-10-1

I move that the Board of Education of Community Consolidated School District No. 64 estimate the aggregate property tax levy for 2012 to be 4.99% greater than the 2011 extension.

I further move that the Board of Education of Community Consolidated School District No. 64 approve the attached Resolution #1090 TRUTH IN TAXATION LAW RESOLUTION.

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

AYES:

NAYS:

ABSENT:

October 22, 2012

To: Board of Education  
Philip Bender, Superintendent

From: Rebecca J. Allard, Business Manager

Date: October 22, 2012

Subject: 2012 Proposed Tax Levy



By law, the District must file a tax levy by the last Tuesday of December (25<sup>th</sup>); this year, because of the Christmas Holiday, the last day to file is Monday, December 24<sup>th</sup>. If the levy increases by more than 5%, School Districts must hold a Truth in Taxation hearing to explain the increases. The District must notify the public of the Truth in Taxation hearing not less than 20 days prior to the adoption of the aggregate levy as to the estimated levy request. Notice of the Truth in Taxation hearing must be published in a newspaper of general circulation no more than 14 days or less than 7 days prior to the date of the public hearing (*Chap. 120. Par.866. ILL. Rev. Stats.*). The Truth in Taxation hearing for the 2012 levy should be held in conjunction with the regular board meeting currently scheduled for Monday, November 12, 2012 at 7:00 P.M. (*change from previous years*).

The tax levy sets forth the maximum receipts that can be received from property taxation in a given year. The levy is filed by fund, but limited, in aggregate, by the *Property Tax Extension Limitation Law (PTELL)* (excluding the Debt Service Fund). The attached spreadsheet (Exhibit I) provides a review of the 2008, 2009, 2010 and the 2011 actual tax extension and both the 2012 levy used for budget planning and the 2012 actual levy request (gray shaded).

Each year a Truth in Taxation hearing has been held to request a levy that exceeded 5%. Although the 2012 levy request is less than 5%, it is recommended to hold a Truth in Taxation hearing to inform the community of the District's intent to levy taxes. Last year the cost to publish the required newspaper notification was \$270.

Historically, a school district will request an amount in excess of what it actually anticipates for only one reason, to maintain the maximum tax rates the district is entitled to. Therefore, the recommendation for the Truth in Taxation hearing is to request an increase in the "capped" funds of 4.99%.

Summarized below are the tax rate ceilings that the District is permitted to levy by fund in the funds that are affected by the *PTELL*.

<b>Fund</b>	<b>Tax Rate Ceiling</b>
Education	\$3.50
Special Education	\$0.40
Tort Immunity	Based on need
Operations & Maintenance	\$0.55
Transportation	Based on need
I.M.R.F.	Based on need
Social Security	Based on need
Working Cash	\$0.05
Life Safety	\$0.10

Summarized below are the tax rates (per \$100 of assessed value) that the District is expected to achieve based upon the projected EAV (reassessment and new construction) and what is permitted under the *PTELL*.

<b>Fund</b>	<b>2011 Tax Rate</b>	<b>Estimated 2012 Tax Rate</b>
Education	\$2.3906	\$2.3500
Special Education	0.0284	0.0200
Tort Immunity	0.0394	0.0300
Operations & Maintenance	0.4513	0.4000
Transportation	0.0805	0.0500
I.M.R.F.	0.0518	0.0400
Social Security	0.0518	0.0400
Working Cash	0.0282	0.0200
<b>Total Capped Tax Rate</b>	<b>\$3.1220</b>	<b>\$2.9718</b>
Bond & Interest	0.1621	0.1618
<b>Total Tax Rate</b>	<b>\$3.2841</b>	<b>\$3.1118</b>

The following explains the types of expenditures that the tax extension funds:

Capped Funds:

**Education Fund and Special Education Levies (Fund 10)**

The most varied and the largest volume of transactions are recorded in the Educational Fund. This is 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 instructional, health and attendance services, lunch programs, all costs of administration and related insurance costs.

The special education levy is a sub-fund of the education fund and is calculated separately from the education fund. This levy supports special education services.

**Operations and Maintenance Levy (Fund 20)**

The salaries of janitors, engineers, and other custodial employees and all costs of fuel, lights, gas, water, telephone service, and custodial supplies and equipment shall be charged to this fund. In addition, all costs of maintaining, improving, or repairing school buildings and property, renting buildings and property for school buildings shall be charged to the Operations and Maintenance Fund.

**Transportation Levy (Fund 40)**

If a school district pays for transporting pupils for any purpose, the Transportation Fund must be created. Costs of transportation, including the purchase of vehicles are to be paid from this fund. Moneys received for transportation purposes from any source must be deposited into this fund.

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

This fund is created if a separate tax is levied for the purpose of providing resources for the school district's share of retirement 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 Medicare only payments for covered employees.

**Tort Levy (Fund 80)**

The tort fund is used to the cost of workers' compensation and property & liability insurance coverage. In addition, this fund is permitted to cover all costs associated with risk management, if the District has a risk management plan.

### **Non- Capped Funds:**

#### **Bond and Interest Levy (Fund 30)**

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 the interest on them. To protect the bondholders, these tax collections must be accounted for in the Bond and Interest Fund. School districts must maintain a separate bond and interest fund for each bond issue.

#### **Summary:**

The tax levy amount that will be requested at the October 22, 2012, Board Meeting is \$63,399,550 and represents a 4.74% increase over the 2011 actual tax extension: 4.99% increase in the "capped funds" and a 0.03% increase in Debt Service Fund.

The Tax Cap Formula will limit the actual amount extended.

It is important to note that the above amount can be decreased at the Truth in Taxation hearing on November 12, and or at the December 10, Board of Education meeting, when the Board officially adopts the 2012 levy request, but cannot be increased from the amount approved at the October 22, Board Meeting.

**Exhibit I** provides a review of the 2008, 2009, 2010 and the 2011 actual tax extension and both the 2012 levy used for budget planning and the 2012 actual levy request (gray shaded).

**Exhibit II** is a resolution regarding the estimated amounts necessary to levy for the tax year 2012. Included in the resolution is a copy of the notice that will appear in Park Ridge Advocate and the Niles Spectator on Thursday, November 1, 2012.

**Exhibit III** - Certificate of Tax Levy (ISBE 50-02)

# Exhibit I

## Park Ridge - Niles School District 64 Estimated: 2012 Tax Extension

	Actual 2008 Tax Extension	Actual 2009 Tax Extension	Actual 2010 Tax Extension	Actual 2011 Tax Extension	Estimated 2012 Tax Extension - Budget Assumption	2012 Tax Levy Request December 2012
	2008	2009	2010	2011	2012	
New Construction	23,786,571	15,461,652	10,407,071	5,731,156	5,741,860	
Reassessment	1,968,799,003	2,121,453,047	2,005,935,226	1,837,384,292	1,840,815,942	
Total EAV	1,992,585,574	2,136,914,699	2,016,342,297	1,843,115,448	1,846,557,802	
% Increase in EAV		7.2%	-5.6%	-8.6%	0.2%	
Tax Cap CPI Factor	4.10%	0.10%	2.70%	1.50%	3.00%	
<b>Fund</b>	<b>Tax Rates</b>					
Education	1.9570	1.8996	2.1686	2.3906	2.3500	
Special Ed	0.0158	0.0212	0.0240	0.0284	0.0200	
Tort	0.0595	0.0635	0.0360	0.0394	0.0300	
O&M	0.2917	0.3177	0.3815	0.4513	0.4000	
Transportation	0.0893	0.0953	0.0841	0.0805	0.0500	
IMRF	0.0446	0.0529	0.0540	0.0518	0.0400	
Social Security	0.0566	0.0593	0.0540	0.0518	0.0400	
Working Cash	0.0428	0.0500	0.0000	0.0282	0.0200	
Bond & Interest	0.1271	0.1258	0.1483	0.1621	0.1618	
Total	2.684	2.6853	2.951	3.2841	3.1118	
Change in Rate		0.0%	9.9%	11.3%	-5.2%	
<b>Fund</b>	<b>Tax Dollars</b>					
Education	\$41,516,066	\$40,611,477	\$43,726,428	\$44,061,698	\$47,384,044	\$48,060,000
Special Ed	\$335,209	\$452,746	\$484,225	\$523,689	\$403,268	\$403,268
Tort	\$1,262,871	\$1,358,238	\$726,337	\$726,892	\$604,903	\$604,903
O&M	\$6,189,180	\$6,791,191	\$7,691,912	\$8,318,803	\$8,065,369	\$8,318,803
Transportation	\$1,894,305	\$2,037,358	\$1,694,787	\$1,483,786	\$1,008,171	\$1,008,171
IMRF	\$947,153	\$1,131,865	\$1,089,506	\$953,862	\$806,537	\$806,537
Social Security	\$1,199,728	\$1,267,689	\$1,089,506	\$953,862	\$806,537	\$806,537
Working Cash	\$908,869	\$1,068,457	\$0	\$519,209	\$403,268	\$403,268
Sub-Total (Capped Funds)	\$54,253,381	\$54,719,021	\$56,502,701	\$57,541,801	\$59,482,098	\$60,411,487
% of Change in Capped Levy Dollars		0.9%	3.3%	1.8%	3.4%	4.99%
Bond & Interest	\$2,697,385	\$2,690,520	\$2,991,030	\$2,987,250	\$2,988,064	\$2,988,064
% of Change in Non-Capped Levy Dollars		-0.3%	11.2%	-0.1%	0.0%	0.03%
Grand Total	\$56,950,766	\$57,409,541	\$59,493,731	\$60,529,051	\$62,470,162	\$63,399,550
% of Change in Total Levy Dollars		0.8%	3.6%	1.7%	3.2%	4.74%

**RESOLUTION #1090 REGARDING ESTIMATED AMOUNTS  
NECESSARY TO BE LEVIED FOR THE YEAR 2012**

**WHEREAS**, the *Truth in Taxation Law* requires a taxing district to determine the estimated amounts of taxes necessary to be levied for the year not less than 20 days prior to the official adoption of the aggregate tax levy of the district; and

**WHEREAS**, said statute further requires a taxing district to give public notice and to hold a public hearing on the district's intent to adopt an aggregate tax levy if the estimated amounts necessary to be levied exceed 105% of the aggregate amount of property taxes extended, including any amount abated prior to such extension, upon the levy of the preceding year; and

**WHEREAS**, the 2012 proposed tentative aggregate property levy is not more than 105% of the prior year's extension; a Truth in Taxation Hearing is not required but recommended.

**WHEREAS**, it is hereby determined that the estimated amounts of money necessary to be raised by taxation for the year 2012 upon the taxable property of the district are as follows:

Educational Purposes	\$48,060,000
Operations and Maintenance Purposes	\$8,318,803
Transportation Purposes	\$1,008,171
Illinois Municipal Retirement Fund Purposes	\$806,537
Social Security/Medicare Purposes	\$806,537
Tort Immunity Purposes	\$604,903
Special Education Purposes	\$403,268
Working Cash Purposes	\$403,268
<b>TOTAL</b>	<b>\$60,411,487</b>

; and

**WHEREAS**, the *Truth in Taxation Law* requires that all taxing districts in the State of Illinois provide data in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

WHEREAS, the aggregate amount of property taxes extended for debt services purposes for 2011 was \$2,987,250 and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2012 is \$2,988,064.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Community Consolidated School District No. 64, County of Cook and State of Illinois, as follows:

**Section 1:** The aggregate amount of taxes estimated to be levied in the "capped" funds for the year 2012, is \$60,411,487.

**Section 2:** The aggregate amount of taxes estimated to be levied for debt service for the year 2012, is \$2,988,064.

**Section 3:** The aggregate amount of taxes estimated to be levied for the year 2012, is \$63,399,550

**Section 4:** Public notice shall be given in the Park Ridge Advocate and the Niles Spectator, being newspapers of general circulation in said district, and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall not be less than 1/8 page in size, with no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide, and such notice shall not be placed in that portion of the newspapers where legal notices and classified advertisements appear, and shall be in substantially the following form:

**\*NOTICE FOR NEWSPAPER PUBLICATION\***

**NOTICE OF PROPOSED PROPERTY TAX INCREASE FOR  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64**

- I. A public hearing to approve a proposed property tax levy for Community Consolidated School District No. 64 for 2012 will be held on Monday, November 12, 2012, at 7:00 p.m. at the Carpenter Elementary School, 300 N. Hamlin Avenue, Park Ridge, Illinois 60068.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Rebecca J. Allard, Business Manager, 164 S. Prospect Avenue, Park Ridge, IL at (847) 318-4324.

- II. The corporate and special purpose property taxes extended or abated for the year 2011 were \$57,541,801.

The proposed corporate and special purpose property taxes to be levied for 2012, are \$60,411,487. This represents a 4.99% increase over the previous year.

- III. The property taxes extended for debt service for 2011 were \$2,987,250.

The estimated property taxes to be levied for debt service for 2012 are \$2,988,064. This represents a 0.03% increase over the previous year.

- IV. The total property taxes extended or abated for 2011 were \$60,529,051.

The estimated total property taxes to be levied for 2012, are \$63,399,550. This represents a 4.74% increase over the previous year's total levy.

**Section 4:** This resolution shall be in full force and effect forthwith upon its passage.

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President  
Board of Education  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT 64  
Cook County, Illinois

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Secretary

**ADOPTED** this 22nd day of October 2012.

Original: ☒ X  
Amended: ☐

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division

217/785-8779

Exhibit III

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name	District Number	County
Park Ridge Niles Community Consolidated	0---64	Cook

Amount of Levy

Educational	\$ 48,060,000	Fire Prevention & Safety *	\$ 0
Operations & Maintenance	\$ 8,318,803	Tort Immunity	\$ 604,903
Transportation	\$ 1,008,171	Special Education	\$ 403,268
Working Cash	\$ 403,268	Leasing	\$ 0
Municipal Retirement	\$ 806,537	Other	\$ 0
Social Security	\$ 806,537	Other	\$ 0
		Total Levy	\$ 60,411,487

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 48,060,000 dollars to be levied as a special tax for educational purposes; and  
the sum of 8,318,803 dollars to be levied as a special tax for operations and maintenance purposes; and  
the sum of 1,008,171 dollars to be levied as a special tax for transportation purposes; and  
the sum of 403,268 dollars to be levied as a special tax for a working cash fund; and  
the sum of 806,537 dollars to be levied as a special tax for municipal retirement purposes; and  
the sum of 806,537 dollars to be levied as a special tax for social security purposes; and  
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and  
the sum of 604,903 dollars to be levied as a special tax for tort immunity purposes; and  
the sum of 403,268 dollars to be levied as a special tax for special education purposes; and  
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_  
on the taxable property of our school district for the year \_\_\_\_\_.

Signed this 10 day of December 20 12 .

(President)

(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full \_\_\_\_\_.

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. \_\_\_\_\_, \_\_\_\_\_ County, Illinois, on the equalized assessed value of all taxable property of said school district for the year \_\_\_\_\_, was filed in the office of the County Clerk of this County on \_\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year \_\_\_\_\_, is \$ \_\_\_\_\_.

(Signature of County Clerk)

(Date)

(County)

## EXPLANATION

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for educational purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for operations and maintenance purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for transportation purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax known as a Working Cash Fund Tax upon all the taxable property of the district, annually (Section 20-3 of the School Code).

The school board of any school district may levy a tax for municipal retirement purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other school taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/7-171).

The school board of any school district may levy a tax for social security (includes Medicare only) purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/21-110, 21-110.1).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax upon all the taxable property of the district at the value as equalized or assessed by the Department of Revenue for the purposes of professional surveys, alterations, and reconstruction for fire prevention, safety, energy conservation, disabled accessibility, school security, and specified repair purposes upon meeting certain statutory conditions (Section 17-2.11 of the School Code).

The school board of any school district may levy a tax upon all the taxable property within the district for tort immunity purposes in a sum sufficient to pay the costs of purchasing such insurance or sufficient to pay any tort judgment, settlement, or insurance imposed upon it under the Local Government and Governmental Employees Tort Immunity Act including liabilities under the Workers' Compensation Act, Occupational Diseases Act, or the Unemployment Insurance Act 745 ILCS 10/9-107 and Section 17-2.5 of the School Code).

The school board of any school district may levy, with voter approval, a tax upon the full, fair cash value as equalized or assessed by the Department of Revenue within the district for capital improvement purposes (which levy is in addition to that for building purposes) and such funds are to be levied, accumulated, and spent only in accordance with Section 17-2.3 of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, by proper resolution, may levy an annual tax upon the full, fair cash value as equalized or assessed by the Department of Revenue for special education purposes including the purposes authorized by Section 10-22.31b and Section 17-2.2a of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, with voter approval, may levy a tax annually, for summer school purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2.1 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may, by proper resolution, levy an annual tax upon the value as equalized or assessed by the Department of Revenue for a period of not more than five years for area vocational education building purposes including the purposes authorized by Section 10-22.31b of the School Code, upon the condition that there are not sufficient funds available in the operations and maintenance fund of the district to pay the cost thereof. Such tax shall not be levied without the prior approval of the State Superintendent of Education and prior approval by a majority of the electors voting upon the proposition at a general or special election (Section 17-2.4 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy an annual tax not to exceed 0.05% upon the taxable property, as equalized or assessed by the Department of Revenue, for the purposes of leasing educational facilities or computer technology or both, and for temporary relocation expense (Section 17-2.2c of the School Code).

The school board of any school district, upon determining that a surplus of funds is available, shall adopt a resolution or ordinance reducing the tax levy of such district for the year for which the resolution or ordinance is adopted. The district shall certify the action to the county clerk who shall abate the levy in accordance with the provision of the ordinance (35 ILCS 200/18-20).

The Truth in Taxation Law affects all units of local government, school districts, and community colleges, including home rule units, who are authorized to levy property taxes. For the requirements of the law, refer to 35 ILCS 200/18-55 et seq.

To: Board of Education  
Philip Bender, Superintendent

From: Scott Mackall, Director of Facility Management

Date: October 22, 2012

Subject: Franklin Elementary School Boiler Project

Director of Facility Management Scott Mackall and Fanning Howey will present the Board with design drawings for the boiler replacement project at Franklin Elementary School as well as the projected cost. The projected cost is not final, as we create the bid documents additional items might be identified that may affect the final projected cost. Mr. Mackall has asked Fanning Howey to include, as an alternate, replacing the domestic water piping in Franklin during this project.

Approval to Bid Franklin Elementary School Boiler Project

Action Item 12-10-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the motion to proceed to bid for the Franklin School Boiler Replacement.

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

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education  
Philip Bender, Superintendent

From: Scott Mackall, Director of Facility Management

Date: October 22, 2012

Subject: Lincoln Middle School Boiler Project

Director of Facility Management Scott Mackall and Fanning Howey will present the Board with design drawings for the boiler replacement project at Lincoln Middle School as well as the projected cost. The projected cost is not final, as we create the bid documents additional items might be identified that may affect the final projected cost. Mr. Mackall has asked Fanning Howey to include air conditioning the cafeteria as a part of this project.

Approval to Bid Lincoln Middle School Boiler Project

Action Item 12-10-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the motion to proceed to bid for the Lincoln School Boiler Replacement.

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

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education  
From: Dr. Philip Bender, Superintendent  
Date: October 22, 2012  
Subject: Performance Contracting

At the September Board meeting, Scott Mackall, Director of Facility Management, and Becky Allard, Business Manager, gave a presentation on Performance Contracting. After the presentation I felt it necessary to go the extra step and have a Performance Contractor come to the October Board meeting and present, as well as refer to some options for Field School as it relates to HVAC. This past week President Heyde and Vice-President Zimmerman, along with Scott Mackall and myself, met with a representative from Siemens, whom I recommended to the Board should come and present based on previous invitations over the past year to view their work.

The results of that meeting have paved the way for the presentation you will see and hear on Monday evening. Included in your packet today is a short but thorough overview of Performance Contracting, as well as a list of frequently asked questions concerning this type of service.

The presenter for this program will be Ken Detina of Siemens. Remember, this is a presentation on Performance Contracting, not a solicitation by and for Siemens. The company is well aware of our intentions to provide quality information to the Board of Education.

Buffalo Grove is the Regional Headquarters location for Siemens in the Chicagoland area.

PB:mw



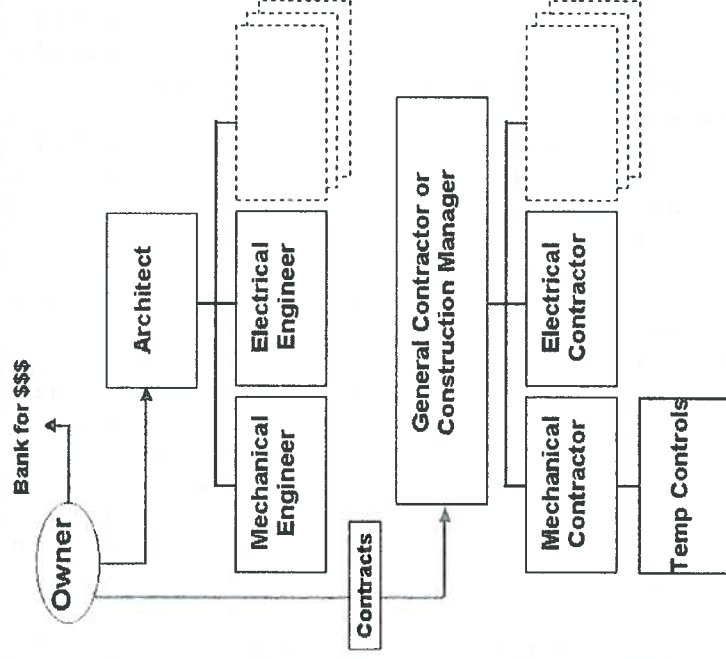
## Performance Contracting Overview

- ❖ Performance Contracting is a legislative vehicle in which a public entity partners with a qualified Energy Services Company (ESCO) to maintain single source responsibility of major infrastructure improvements. This includes the analysis, design, implementation, project management, technical, and financial guarantees of all facility improvements/energy conservation measures.
- ❖ This program researches opportunities to improve your existing buildings in the areas of comfort, safety, aesthetics, reliability, and efficiency. This is achieved primarily through analysis of energy consuming equipment, user profiles & operating practices.
- ❖ A comprehensive life cycle approach would be applied that would reduce the need to piecemeal projects year after year. By expediting the scope of work, you immediately improve your facilities and your bottom line.
- ❖ Savings would be generated through two major funding sources: Energy and Operational. Energy savings would be realized as a result of replacing older, inefficient equipment with new equipment. Operational savings could include (1) capital expenditures that the District has earmarked or has intended to budget for in future years and, (2) equipment and/or services that would no longer be needed as a result of implementing this program.

**Positive Cash Flow !**

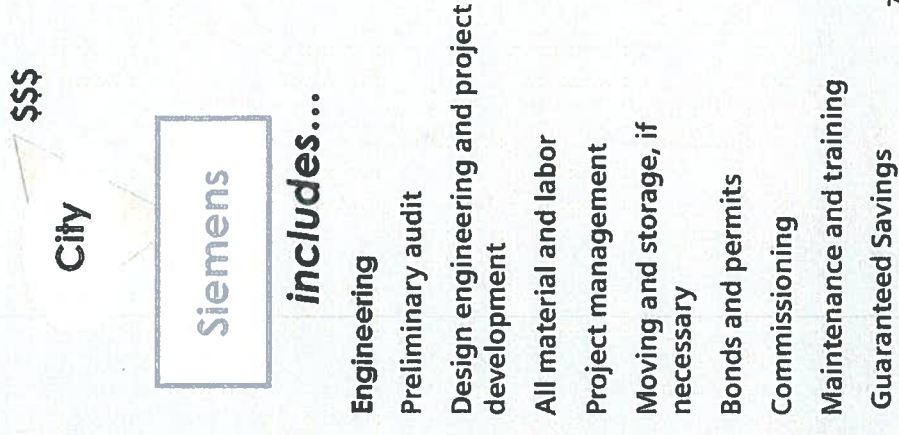
# Single Source Accountability

Bid/Spec (Multiple Layers)



## SIEMENS

Performance Contracting (One Layer)



## **ENERGY PERFORMANCE CONTRACTING FREQUENTLY ASKED QUESTIONS**

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**Q1: How is an energy performance contract different from a standard equipment specification and bid project?**

A1: An energy performance contract relies on the technical expertise of an energy service company (ESCO) (SIEMENS) to design and build a comprehensive and creative technical solution. Also, with an energy performance contract you buy a guaranteed performance result, not just new equipment. These contracts contain a guarantee of avoided energy and operating costs, along with guarantees of environmental comfort parameters, such as temperature, humidity, and carbon dioxide levels. Specifically, they provide compliance with applicable ASHRAE and IES standards.

**Q2: How is an ESCO different from a standard architectural/engineering firm?**

A2: Siemens will financially guarantee energy and operating cost savings and measure project performance results over time. Siemens assumes a financial risk that the project will produce the promised savings performance. Also, Siemens typically provides a broader range of customer services, like measurement and verification of cost savings and commissioning of project equipment and systems. It provides more comprehensive engineering analyses of energy, water, and maintenance cost savings opportunities. It also provides assistance in providing financing for projects. Part of the turnkey approach is to provide on-site construction management services, as well as comprehensive post-construction training and maintenance services.

### **Q3: Why is a comprehensive project preferable to single measure projects?**

A3: A comprehensive approach maximizes the capture of savings opportunities available from a specific building or set of buildings. It minimizes the ratio of project management costs to the savings produced from the project. It also provides financial leverage to do more expensive individual measures that might otherwise not be economical to do on a stand-alone basis. A comprehensive project allows the measures with shorter payback periods to subsidize those with longer paybacks. A common error is for a facility to do only the shorter payback measures first and postpone more expensive upgrades. The agency has then lost the opportunity to maximize both energy and cost savings.

### **Q4: Why not just implement these comprehensive efficiency projects with our own technical staff and capital funds?**

A4: Many public agencies do not have adequate capital funds appropriated to address many of their capital equipment replacement needs. They also may not have enough staff or the appropriate technical expertise to manage these complex projects in-house. There may be little incentive for in-house staff to accept the risk of project non-performance or financially guarantee the results of the project's performance. Agency staff may not have the expertise to measure and verify savings or commission the equipment. The traditional capital budget process may take as long as five years or more to do a project that an ESCO could deliver in less than one or two years. The savings opportunities that are lost by waiting three or four extra years or more for capital funds to implement efficiency projects creates a huge cost of delay.

### **Q5: What exactly is the cost of delay for a comprehensive energy efficiency project that could be implemented using an energy performance contract?**

A5: The immediate access to cost-effective tax exempt financing allows agencies to pay for capital projects without using capital appropriations. Savings from comprehensive energy efficiency projects occur over time, irrespective of how the agency pays for the project. By deferring the implementation date of a project for years at a time, the lost savings that would have occurred had that project been implemented earlier represent the cost of delay. The federal government found, in a study performed by Oakridge National Laboratories, that the typical federal project funded through the appropriations process took five years to complete, compared to two years for the energy performance contracts implemented in federal facilities. The average duration over which the cost of delay accumulated was approximately three years. The value of these lost energy savings was so large that even a few months of delay eliminated any financial advantage of waiting until appropriated funds were available.

**Q6: If our organization has been doing small efficiency projects for many years, haven't we already picked the "low-hanging fruit" of these savings and eliminated the opportunity for a comprehensive energy efficiency project?**

A6: While this may be true in some cases, many owners are finding that even though they have spent hundreds of thousands or even millions of dollars over the last 10-15 years on energy efficiency projects, allowing an ESCO to comprehensively evaluate their facilities often results in their finding large untapped savings opportunities. One reason for this is the continual evolution of energy efficiency technologies. Lighting technologies have improved dramatically in the last five years. Also, the technology of direct digital control systems has dramatically improved and the opportunities to save energy, especially in larger buildings with larger equipment loads, may allow these new controls to provide economically feasible savings. It is recommended that all facilities be evaluated against an energy use index (EUI) of BTU's per square foot in order to determine their relative efficiency compared to similar types of buildings. The cost for fossil fuels -- natural gas, oil and coal -- has begun to increase in the last few years at a dramatic rate. Projects that may not have been economically attractive five years ago may be feasible today due to the higher cost of fossil fuels.

**Q8: What is the risk to my agency that the ESCO will miss their savings guarantee?**

A8: Experience in the industry, especially in the last 10 years, shows that most ESCOs achieve 98 percent or more of their total savings guarantees. Most companies also have a substantial internal reserve fund to cover any savings guarantee shortfalls. For the rare project that misses its savings guarantee, ESCOs promptly reimburse their customers for the savings shortfall. Sound project design, installation, commissioning, and performance monitoring are the most cost-effective methods to deliver promised project performance. **Siemens has missed less than 1% of its guarantees over the past 15 years.**

**Q9: What are the primary reasons offered for not using energy performance contracting to fund energy efficiency projects?**

A9: Some people prefer low-bid procurement as a strategy to keep their costs low; unfortunately, this approach seldom minimizes life-cycle costs. Some believe that savings may be too difficult or too expensive to measure. Innovations in metering technology and refinements in savings measurement and verification methods have decreased the costs and increased the accuracy of savings measurement. Some building operators believe that they will lose operating control of their facilities with an energy performance contract. Building operators retain the right and responsibility to maintain operational control of their facilities, but they should be accountable for the consequences of their operational decisions. Energy performance contracts are specifically designed to recognize the partnership of the building owner and the ESCO in achieving mutual goals for reduced operating costs and improved indoor environmental quality. Some managers believe that appropriated capital improvement funds are preferable to tax-exempt lease financing of projects. Whether capital funds are available from taxes or bonds, they still create an obligation to collect tax revenues to pay project costs. One significant benefit of energy performance contracting is that it uses revenues from operating cost savings to pay for the costs of capital improvement projects. Many building managers recognize the benefits of EPC, but have trouble finding the time to implement a project at their facility. Many states have created dedicated in-house technical assistance resources for energy performance contracting or used program consultants to help agencies implement programs.

**Q10: What are the main benefits of energy performance contracting projects?**

A10: The most obvious economic benefits are energy and maintenance cost savings. However, modernization and replacement of aging capital equipment is probably an even more important project driver. Significant improvement in the indoor environmental quality resulting from better control of temperature, humidity, and ventilation is another benefit. Preserving scarce capital funds for priority projects that do not produce significant operating cost savings is an additional and important financial benefit.

**Q11: What are the primary process benefits of using an ESCO to implement energy efficiency projects?**

A11: Using the design-build approach creates a mini-design competition between proposers, which results in more flexibility in defining the project scope. Ready access to project financing dramatically speeds up project implementation. The ability to select equipment and services based upon their quality and value rather than low-bidder status is a significant advantage. Having a single provider design a comprehensive and creative technical solution provides single point accountability for project performance and reduces administrative costs compared to piecemeal implementation of project components.

**Q12: What are the disadvantages of using appropriated capital budgets for energy efficiency projects?**

A12: Capital funds are usually limited so energy efficiency projects face stiff competition from other budget priorities. The approval process for requesting new capital appropriations can be time consuming and expensive. If bonds are used to fund capital budgets, they may impact the debt ceiling or bond rating of the state. The crucial advantage of energy performance contracts is that they use operating cost savings from existing budgets to pay for the cost of capital projects.

Approval of Minutes

ACTION ITEM 12-10-5

I move that the Board of Education of Community Consolidated School District 64 approve the Committee-of-the-Whole: Transition of the Before School and After School Child Care Programs to Park Ridge Consolidated Community School District 64 for the Provision of Certain Special Education Services Minutes of September 24, 2012, Regular Meeting Minutes of September 24, 2012, and Closed Session Minutes of September 24, 2012.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

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

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

**September 24, 2012**

**Franklin Elementary School - Gym  
2401 Manor Lane, Park Ridge, Illinois**

President John Heyde called the meeting to order at 6:33 p.m. Other Board members present were Scott Zimmerman, Eric Uhlig, Sharon Lawson (participating by telephone), Pat Fioretto, Dan Collins and Anthony Borrelli. Also present were Superintendent Philip Bender, Assistant Superintendents Joel T. Martin and Lori Hinton, Business Manager Becky Allard, Director of Special Education/Pupil Services James Even, Director of Technology Terri Bresnahan, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm and 15 members of the public.

Board of Education meetings are now being videotaped and may be viewed in their full length from the District's website at:

<http://www.d64.org/subsite/dist/page/board-education-meetings-984>

The Board convened a Committee-of-the-Whole: Transition of the Before School and After School Child Care Programs to the Park Ridge Recreation & Park District at 6:34 p.m.

The Board adjourned from the Committee of the Whole: Transition of the Before School and After School Child Care Programs to the Park Ridge Recreation & Park District at 7:47 p.m. and following a short recess, resumed as a Regular Board meeting at 7:59 p.m.

Those present at the regular meeting were Dr. Bender, Mr. Martin, Dr. Hinton, Ms. Allard, Mr. Even, Dr. Bresnahan, Mr. Mackall, Ms. Tramm, and approximately 80 members of the public.

**PLEDGE OF ALLEGIANCE AND WELCOME**

Dr. Bender introduced Franklin Principal Dan Walsh, who called forward students from the Boy Scout color guard and Daisy Scouts to lead the Pledge. Principal Walsh welcomed the Board and gave an overview of the wide range of activities that have already occurred in just the first few weeks of the new school year. He thanked the Board for authorizing the exterior parking and playground improvements in summer 2011, which continue to benefit staff, students and visitors. Franklin PTA Co-Presidents Noreen Hart and Nancy Manolis also thanked the Board for its support of the school.

Pledge of Allegiance  
and Welcome

**PUBLIC COMMENTS**

No comments were offered.

Public Comments

**RATIFICATION OF PREA/BOARD CONTRACT**

President Heyde expressed his appreciation to Park Ridge Education Association (PREA) President Eric Breen and the Board and PREA negotiating teams for their efforts to successfully conclude negotiations with teachers. He noted that the proposed contract length is four years and replaces a three-year contract, and that a contract fact sheet on the District's website details the agreement. He pointed out that the contract includes a base salary increase of 2% for each of four school years; continues existing step and lane salary schedule features; continues having teachers share in the cost of health and dental insurance; and reduces service recognition payments that were available to retiring teachers in the prior contract and limits them to 2012-13 and 2013-14. In addition, he noted that an ad hoc committee would be formed mid-way through the contract to discuss potential changes to the salary schedule and structure, to be considered by bargaining teams for the next contract. There is also a provision that if the State of Illinois enacts a law that shifts all or part of the funding obligation for the Teacher Retirement System from the State to school districts, the Board and PREA will meet to consider the cost impact to the Board. President Heyde noted that the theme of changes in the non-economic terms and working conditions is an attempt to ensure teachers are empowered as professionals to meet the high expectations upon them from the Board and community and that this dovetails with the service leadership model of the District's central office. He acknowledged and thanked Board member Fioretto who served with him, and Dr. Bender, Ms. Allard, Mr. Martin and his predecessor Dr. Sandra Stringer, and former Principal Kim Nasshan for the support provided during negotiations.

Board member Fioretto then offered his reflections on the negotiations process and the tentative agreement, noting that the Board had been meeting since March in good faith to bargain collectively over terms and conditions of employment. He stated that the tentative agreement serves the interests of District 64, and that although it is not perfect, it is fair and accomplishes four goals: it creates labor peace and stability for four years; it provides a fair salary increase to teachers while at the same time taking into consideration the District's financial constraints; it recognizes the changing challenges faced by teachers and gives them more involvement on how new initiatives are implemented and holds them more accountable; and, it maintains a salary structure competitive with other comparable districts. He noted that to his knowledge, it was the first time all seven Board members had participated in mediation sessions. He urged Board members to approve the tentative agreement.

Board President Heyde then invited comments from the public, which were received as follows:

- Steve Schildwachter, 232 Meacham Ave., thanked the Board for responses to his previous email communications. He then received clarification from President Heyde on a series of facts about the contract. He urged that the Board in its annual budgeting not automatically increase the tax levy to the maximum allowed by law to ease the burden of rising property taxes coupled with increases in state and federal taxes on local taxpayers.

Board members then offered final comments. Board member Uhlig reaffirmed that the District has very good teachers and has witnessed their passion to teach and inspire children, but that as an elected Board member he also has a responsibility to taxpayers in the community. Based on the sentiment he has heard from community members, he stated that it would not be fiscally prudent for him to support the proposed contract. President Heyde stated his belief that supporting quality education is an investment that the community expects the Board to do, and that overall the contract sets District 64 on a path to be fiscally sound, achieve financial commitments made to the community at the time of the referendum, and continue to improve the quality of education we offer. Board member Borrelli thanked the Board and PREA for their efforts to reach this agreement, but expressed his concern about its long-term financial ramifications to the District and concluded that in fairness to taxpayers, he could not support it.

**ACTION ITEM 12-09-4**

Action Item  
12-09-04

It was moved by Board member Zimmerman and seconded by Board member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, ratify the four-year contract between the Park Ridge Education Association and the Board of Education on September 24, 2012.

The votes were cast as follows:

AYES: Collins, Zimmerman, Lawson, Heyde, Fioretto

NAYS: Uhlig, Borrelli

PRESENT: None.

ABSENT: None.

The motion carried.

**ADOPTION OF FY13 DISTRICT 64 BUDGET**

Adoption of FY13  
District 64 Budget

Business Manager Allard provided a brief overview of the budget, which is the product of administration working with District staff since January 2012. The tentative budget was presented and approved by the Board on August 6; the budget presented for final approval contains no changes since that version with the exception of the legal budget form having been added to the Board materials. She noted that the budget includes revenues of \$72,173,996, expenditures of \$70,390,086, and a surplus for the year of \$1,783,910. Ms. Allard confirmed that the budget currently has no salary increases arising from collective bargaining, that the Board would be asked to readopt the 2012-13 budget after completion of negotiations with all work groups, and that the adoption process will include a budget hearing and other steps to fulfill legal requirements. There were no further public comments, although President Heyde noted the comments made by a community member during the previous agenda item had been budget-related.

ACTION ITEM 12-09-5

It was moved by Board member Fioretto and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt the budget for the fiscal year beginning July 1, 2012 and ending June 30, 2013, as presented.

Action Item  
12-09-5

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**DISCUSSION/APPROVAL OF TRANSITION OF THE BEFORE SCHOOL AND AFTER SCHOOL CHILD CARE PROGRAMS TO PARK RIDGE RECREATION & PARK DISTRICT**

Approval of Transition of the Before School and After School Child Care Programs to Park Ridge Recreation & Park District

President Heyde reviewed the key points discussed at the preceding Committee-of-the-Whole meeting on the proposed transition and a pilot at Roosevelt School beginning in January 2013. Following additional comments from Board members, a consensus emerged to ask administration and the Park District to address questions and concerns that were raised during the lengthy discussion at the Committee-of-the-Whole meeting and to defer formal action on the proposal at this time. Dr. Bender thanked the Board and community members for the valuable information contributed during the discussion this evening, and promised to address these topics and return to the Board at the next meeting.

Action Item 12-09-6 to approve the transition of the Before School and After School Child Care Programs to the Park Ridge Recreation & Park District was not brought forward for consideration.

**DISCUSSION/REVIEW OF THE TOP FIVE FACILITY PRIORITIES**

Discussion/Review of the Top Five Facility Priorities

Dr. Bender reviewed for the Board how the five facility priorities had been selected over the past year through the development of a District Facility Master Plan according to the goals the Board had adopted on September 26, 2011. He noted that the original list of five items was developed by the Board in conjunction with architects Fanning Howey in December 2011 for work at Carpenter, Field, Franklin and Lincoln schools. Since that time, Dr. Bender noted that the list of top priorities had been adjusted to reflect work done or tentatively assigned: Carpenter storm water retention and

site drainage has been completed, along with electrical upgrades and asbestos removal, paving the way for HVAC completion in summer 2013; hot water boiler system upgrades for Franklin, possibly summer 2013; replacement of steam boilers at Lincoln, possibly summer 2013; design for replacement of existing steam boilers at Field and health safety items, not including roof replacement; and mechanical system upgrade at Field.

Dr. Bender asked the Board to consider: moving forward with bidding the Carpenter HVAC project in an action item to follow tonight; moving forward with design of the Franklin and Lincoln projects at the October 22 meeting; having a performance contractor prepare a rough estimate for the Board to review at the October 22 meeting of the Field HVAC to compare with the estimates previously provided by Fanning Howey; and to defer completion of Phase II of the Facility Master Plan proposed at \$175,000 and use those funds toward completing these projects. He suggested that Siemens Performance Contracting be selected to evaluate, at no charge or further commitment, the HVAC program for Field, based on an open house at Stevenson High School that he along with Board member Zimmerman and Mr. Mackall had attended. Dr. Bender said the performance contracting estimate would be developed to provide the Board with a second option for how the Field project could be approached and possibly financed, to build upon the presentation on performance contracting given by Ms. Allard and Mr. Mackall at a previous Board meeting.

In responding to Board member questions, Mr. Mackall noted that the performance contractor proposal would be looking at Field from what improvements are needed from an energy savings perspective. The Board could then see the similarities and differences between this proposal and the traditional architect's approach that Fanning Howey has previously provided for the Board to consider. During further Board questioning, Dr. Bender reaffirmed that the performance contracting proposal is simply an opportunity for the Board to gather information. Board members Fioretto and Collins both noted that they continue to not support the addition of air conditioning to either Carpenter or Field, but that information is always helpful. The consensus of the Board was to move forward with obtaining the performance contracting proposal as a specific example of this approach that the Board could evaluate compared to the existing information from Fanning Howey.

Several Board members also expressed the need to move forward swiftly on these projects, so that problems at these schools can be resolved as quickly as possible without further delay. Mr. Mackall stated that the scope of work at Field had not been defined yet, although based on preliminary assessments it may have the same challenges in terms of asbestos removal and electrical upgrades that necessitated the work at Carpenter to be split into two summers. He and Ms. Keri Van Sant of Fanning Howey noted that the Board would have to take action on how it would like to proceed at Field at the October 22 meeting in order to have any work designed and bid in time for summer 2013. Mr. Mackall also pointed out, however, that the performance contracting proposal might include other energy-related items, such as windows and roofing, which are not

included in the current estimates from Fanning Howey for HVAC and would, therefore, provide a different scope of work for the Board's consideration. Ms. Van Sant further clarified that Fanning Howey had presented three tiers in its HVAC proposal, and that the Board would have to indicate which system is to be designed in order to move forward if the traditional approach was selected. Board President Heyde requested that Board meeting minutes be reviewed to determine whether the Board had already selected a tier when originally considering the priority project list in December.

President Heyde then invited public comments, which were received as follows:

- Kelly Plaza, a Carpenter School parent, thanked the Board for approving the outdoor water drainage and interior partial HVAC projects at Carpenter during summer 2012, which are appreciated by students, staff and parents, and urged the Board to approve funding for the remainder of the HVAC work and prioritize it for completion in summer 2013.
- Mary Cunningham, a Carpenter School parent, thanked the Board for the work completed at the school and urged the Board to finish the project to provide a comfortable environment for children and teachers to do a good job.
- Kimberly Lopiccolo, a Field School parent, urged the Board to advance the air conditioning project for Field in light of the extreme weather being experienced unpredictably, and that the school's lack of air conditioning is an antiquated situation in such a prestigious area.
- Angela Tuebo, a Field School parent, urged the Board to place the Field School HVAC project at the top of the list and complete the work at the same time as other projects on the list, so that Field will not be the only school without improved air conditioning.
- Erin Doubleday, a Field School parent and PTO President, expressed her disappointment that two Board members are not supportive of the work for Field, and urged the Board as a former educator to tighten the timeframe for the Field project to get it done so that students and staff can be their best.

Board President Heyde summarized that the Board would anticipate receiving the Siemens performance contracting report on October 22 along with an analysis of the similarities and differences to the Fanning Howey approach, and that the consensus was to move forward with the balance of the projects on the priority list and defer Phase II to focus on these five projects.

#### **APPROVAL TO BID CARPENTER SCHOOL HVAC PROJECT**

Approval to Bid  
Carpenter School  
HVAC Project

Mr. Mackall requested that the Board approve the release of bid documents for Phase 2 of the Carpenter project for bidding with estimated costs noted in the report, which would allow for a potential contract award in February or March 2013. This timeframe would provide adequate time to order equipment and to allow for installation once the school year is ended.

ACTION ITEM 12-09-7

Action Item  
12-09-7

It was moved by Board member Uhlig and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the motion to finalize and release the Bid Documents, for Phase 2 of the Mechanical Upgrades Project at Carpenter Elementary School, for bidding on January 10, 2013.

The votes were cast as follows:

AYES: Uhlig, Zimmerman, Lawson, Heyde, Borrelli

NAYS: Collins, Fioretto

PRESENT: None

ABSENT: None

The motion carried.

**CONSENT AGENDA**

Consent  
Agenda

**A. PERSONNEL REPORT**

The Personnel Report contains private information. If additional information is needed contact Assistant Superintendent for Human Resources, Joel T. Martin.

**B. BILLS, PAYROLL, AND BENEFITS**

Bills

10 – Education Fund -----	\$1,247,653.45
20 – Operations and Maintenance Fund -----	241,658.82
30 – Debt Services -----	-
40 – Transportation Fund -----	104,868.11
50 – Retirement (IMRF/SS/Medicare)-----	-
60 – Capital Projects -----	505,366.77
80 – Tort Immunity Fund -----	5,082.00
90 – Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 110039-110205

Total: \$2,104,629.15

Payroll for Month of August, 2012

Regular Board Meeting Minutes  
September 24, 2012

10 - Education Fund -----	\$1,987,952.19
20 - Operations and Maintenance Fund -----	372,731.48
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	<u>158,603.08</u>
80 - Tort Immunity Fund-----	<u>-</u>

Checks Numbered: 6447 – 6666

Direct Deposit: 900017250 - 90001834

Total \$2,519,286.75

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING  
AUGUST 31, 2012

D. ACCEPTANCE OF DONATION CHECK

E. DESTRUCTION OF AUDIO CLOSED MINUTES

ACTION ITEM 12-09-8

Action Item  
12-09-8

It was moved by Board member Zimmerman and seconded by Board member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of September 24, 2012, which includes the Personnel Report, Bills, Payroll, and Benefits, Approval of Financial Update for the Period Ending August 31, 2012, Acceptance of Donation Check, and Destruction of Audio Closed Minutes.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF MINUTES**

Approval of  
Minutes

ACTION ITEM 12-09-9

It was moved by Board member Uhlig and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64 approve the Special Board Meeting Minutes of September 10, 2012.

Action Item  
12-09-9

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

## OTHER ITEMS OF INFORMATION

FOIA request (2012-13) has been received and filled for bid tabulations for the 2012-13 Custodial Supply bid.

Other Items of Information

Memorandum of Information #005 from Mr. Mackall described the remaining items to be completed for the summer construction maintenance projects at Carpenter School.

Memorandum of Information #006 presented the annual Administrator and Teacher Salary Benefit (ATSB) report for the 2011-12 school year as required by a recent amendment to Section 10-20.47 of the Illinois School Code. The ATSB will be posted on the District's website and submitted to the Illinois State Board of Education by October 1, as required.

Minutes of the September 12, 2012 meeting of the Community Finance Committee, a Board committee, were presented.

Dr. Bender announced that the District was hosting an informational meeting for prospective candidates for the Board of Education on October 11, 2012 at 7:00 p.m. at the District 64 Educational Service Center.

Board member Borrelli offered his observations from attending the Illinois Association of School Board fall meeting focusing on Illinois' financial situation and the outlook for pension reform.

Board member Collins thanked Board President Heyde and Board member Fioretto for their professional leadership during the negotiations with PREA. Board President Heyde thanked the Board for its collegial discussions during the process and also acknowledged the extensive guidance and support provided by the District's administrative staff during the process.

Board President Heyde reminded members to return their preference form for scheduling school visits in 2012-13.

## ADJOURNMENT

At 9:30 p.m., it was moved by Board member Zimmerman and seconded by Board member Collins to adjourn to closed session to discuss matters related to employment of a specific individual 5 ILCS 120/2 (c) (1), with no action to be taken and the Board not to return to open

Adjournment

session

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The regular Board meeting adjourned from closed session at 11:02 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

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

Board of Education Agenda  
Monday, November 12, 2012  
Carpenter Elementary School – Small Gym  
300 N. Hamlin Avenue

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

**Monday, November 12, 2012**

**TIME**

**APPENDIX**

7:15 p.m.	<b>Meeting of the Board Convenes</b> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Introductions</li> <li>• Opening Remarks from President of the Board</li> </ul>	
7:15 p.m.	<ul style="list-style-type: none"> <li>• <b>Board Recesses and Adjourns to Public Hearing on Levy</b></li> </ul>	
7:30 p.m.	<ul style="list-style-type: none"> <li>• <b>Board Adjourns from Public Hearing on Levy and Resumes Regular Meeting</b></li> <li>• <b>Pledge of Allegiance and Welcome</b> -- Carpenter Elementary School Principal/Students/PTO</li> <li>• <b>Public Comments</b></li> <li>• <b>Annual Audit Report FY12</b> -- Business Manager</li> <li>• <b>Summer Interim Session 2012 Report</b> -- Assistant Superintendent for Student Learning</li> <li>• <b>Presentation and Approval of Summer Interim Session 2013 Dates &amp; Fees</b> -- Assistant Superintendent for Student Learning</li> <li>• <b>Consent Agenda -</b> -- Board President <ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills, Payroll and Benefits</li> <li>• Approval of Financial Update for the Period Ending October 31, 2012</li> <li>• Destruction of Audio Closed Minutes</li> </ul> </li> <li>• <b>Approval of Minutes</b> -- Board President <ul style="list-style-type: none"> <li>• Committee of the Whole: Student Achievement</li> </ul> </li> </ul>	A-1 A-2 A-3 A-4 A-5

- & Finance Meeting Minutes.....October 22, 2012
- Regular Board Meeting Minutes ..... October 22, 2012
- Closed Session Minutes ..... October 22, 2012

• **Other Items of Information**

**A-6**

-- Superintendent

- Upcoming Agenda
- Memorandum of Information
- 2013 School Board Elections
- Minutes of Board Committees
- Community Finance Committee (CFC) minutes of November 1, 2012
- Other (none)

• **Adjournment**

**Next Meeting:** Monday, December 10, 2012  
 7:30 p.m. - Regular Board Meeting  
 Raymond Hendee ESC  
 164 S. Prospect Avenue  
 Park Ridge, IL 60068

December 10

Regular Board Meeting – 7:30 p.m.

- Final 2012 Levy Adoption
- Approval of November Financials

Upcoming Topics

- Community Finance Committee (CFC) Report on Student Fees (January 28, 2013)
- Approval of December Financials (January 28, 2013)

TBD

- Budget Hearing
- Re-adoption of 2012-13 Budget
- Preliminary Discussion of 2013-14 Class Section Practices
- Progress Report on District-wide Priorities & Strategic Plan Activities
- 2012 District 64 Employee Campaign for Park Ridge Community Fund (memo)
- Present Final Calendar for 2013-14 & Tentative Calendars for 2014-15 & 2015-16
- Adopt Final Calendar for 2013-14 & Tentative Calendars for 2014-15 & 2015-16

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.

## FREEDOM OF INFORMATION REQUEST

DATE: 15 OCT 12

TO:

NAME: F.O.I.A. OFFICER  
 ENTITY: SCHOOL DIST. # 64  
 FAX #: 847-318-4351

REQUESTER:

David C. Stachura  
Board Member School District 81  
10130 Berneau Ave.  
Schiller Park, IL 60176

PHONE: 847.871.1860  
 CELL: 847.828.7890  
 E-MAIL: dcstachura@aol.com

NUMBER OF PAGES (INCLUDING THIS COPY): 1

I WOULD LIKE TO OBTAIN COPIES OF THESE RECORDS IN:

ELECTRONIC FORMAT

## REQUESTED RECORDS

- Please provide me with a copy of any correspondence, emails, memoranda, memorandum of phone conversations etc., regarding any request from Schiller Park School District 81, the Superintendent of Schiller Park School District 81 or other officials or administrators of Schiller Park School District 81 regarding the exercise of the public school choice option since May 1, 2012 to the present date. This request includes those documents received from District 81 as well as any responses to Schiller Park School District 81, etc.

I understand that the ACT permits a public body to charge a reasonable copying fee not to exceed the actual cost of reproduction and not including the costs of any search review of these records.  
 5 ILCS 140/6. I am willing to pay fees for this request up to a maximum of \$10.00. If you estimate that the fees will exceed this limit, please inform me first.

I look forward to hearing from you in writing within five working days, as required by ACT 5 ILCS 140(3).  
 (Note: Will not be used for commercial purposes.)

Sincerely,

  
 David C. Stachura

IF YOU DO NOT RECEIVE LEGIBLE COPIES PLEASE CALL:


"Government is not the solution to our problem, Government is the problem."  
 Ronald Reagan

**MEMORANDUM OF INFORMATION**

**#007**

**2012-13**

TO: Board of Education

FROM: Philip Bender, Superintendent 

DATE: October 22, 2012

SUBJECT: Update on School Wellness Policy 6:50

The Board of Education most recently amended Policy 6:50 School Wellness in June to explicitly state a long-standing directive that parents are not to send food treats to school for their children's birthdays. (Attachment 1)

At the start of the new school year, District 64 Facilitator of School Health Services Margaret Petkofski, RN, completed a survey of principals on current practices regarding foods available to students at school during the school day or at school-sponsored events. The survey was designed to provide information about implementation and compliance with the policy, administrative procedures, and food guidelines related to: daily snacks supplied by home for individual students; birthdays; holiday celebrations; non-holiday events (club celebrations, class rewards, end of year); individual classroom rewards; and, non-PTO/A events (clubs, bands, orchestra, sports, POWER) held before/after school and on weekends.

In conjunction with the policy, District 64 formed the Wellness Council in June 2009 to promote proper nutrition and physical fitness for our District's students, families, and staff. Working in conjunction with School Wellness Teams, the Council is responsible for implementing the District's Wellness Plan. Minutes of the Council are routinely provided to the Board.

My recommendation is for the Council to review the survey information at its next meeting on November 27, and determine whether any further modifications may be needed to this policy or administrative procedures.

The Wellness Council's recommendations will be provided to the Board at the December 10 meeting for consideration. Depending on the specific actions identified, outreach also can be planned for engaging the PTO/A Presidents group, District 64 teachers and staff members, parents, and other stakeholders as needed.

## **Park Ridge-Niles School District 64**

### **Policy 6:50**

#### School Wellness

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

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*.

#### Goals for Physical Activity

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 work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policy 6:60, *Curriculum Content*.
- \* During the school day, all students will be required to engage in a daily physical education activity, unless otherwise exempted. See Board policy 6:60, *Curriculum Content*.
- \* 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.

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

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. In addition, in order to promote good nutrition and encourage students' healthy eating habits, parents are not allowed to send food treats to school, for their children's birthdays.

#### Guidelines for Reimbursable School Meals

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.

#### Monitoring

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.

#### Community Input

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

<b>LEGAL REF.:</b>	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. §1779, as implemented by 7 C.F.R. §210.11. 105 ILCS 5/2-3.137. 23 Ill.Admin.Code Part 305, Food Program. ISBE's "School Wellness Policy" Goal, adopted Oct. 2007.
<b>CROSS REF.:</b>	4:120 (Food Services)
<b>DATED: REVISED:</b>	October 27, 2008 February 22, 2010 November 15, 2010 June 25, 2012



## DISTRICT 64 WELLNESS COUNCIL

September 25<sup>th</sup>, 2012

Present: P. Bender, M. Lones, P. Risk, M. Sutschek, M. Vacala, N. Azark, S. McDaniel, P. Yurkovic, M. Arnold, M. Petkofski

Unable to attend: D. Walsh, C. Meredith, B. Aiello, J. Mata, J. Morrison

- District Charity Run: Guest Don Metter

*Don is involved in Park Ridge Indian Scouts. Purpose of his visit was to propose a community fundraiser event in the spring, sponsored by the Scouts, working with District 64 schools. Event would include familie/community, and benefit four charities. Wellness Council offered its partnership and volunteer support. Council will brainstorm activities. M. Lones suggested that activities have a learning piece. She will email ideas to Dr. Bender. Further discussion will take place at WC meeting in November. Tentative date for the fundraiser: May 4, 2013.*

- Nutrition Detectives:

<http://www.davidkatzmd.com/nutritiondetectives.aspx#Order> Dvd

*This program was developed by an MD interested in child nutrition, and introduced to us by parent Council member M. Vacala. The program teaches children to read nutritional labels on food by following 5 "clues." M. Vacala met with D. Walsh, principal of Franklin, and Dr. A. Clishem, curriculum specialist for science/health, this past summer. It was decided that the program could be used to supplement our current health curriculum. It will be piloted by 2<sup>nd</sup> and 4<sup>th</sup> grade teachers at Franklin during the current school year.*

- Benefits Fair-fall?

*More information will be available soon from the Business Office.*

- Girls on the Run

*Roosevelt has successfully run this program, and Carpenter is now in the planning stages.*

- Roosevelt Track

*New track completed at Roosevelt. Students and staff use it, and it is also open to community members.*

- Roosevelt WWs at Work: Caroline Schaab, Erin Dyckman

*Weight Watchers at Work meetings have resumed at Roosevelt, once weekly during lunch hour for any interested d64 staff members. No meetings are being held at Jefferson at this time.*

- Updated food guidelines

*Reviewed District Administrative Procedure: 6:100AP3: Food Served at School. See attachment.*

- Goals for 2012-1013

*Engaging Parents and Community  
Improving Foods served at School (Cafeteria, catered, etc)*

- Next Meeting: November 27<sup>th</sup>, 2012

*4:00-5:00pm, ESC, lower level*

*Submitted by M. Petkofski*

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

Minutes of the meeting  
held at 4:00 p.m. Tuesday, October 16, 2012  
Field School, 707 Wisner, Park Ridge, IL 60068

**Attendees:**

Dr. Philip Bender, Superintendent  
Chief Frank Kaminski, Park Ridge Police  
Deputy Chief Lou Jogmen, Park Ridge Police  
Cmdr. Jason Leavitt, Park Ridge Police  
Deputy Chief Jeff Sorensen, Park Ridge Fire  
Kevin Benson, Park Ridge Fire intern  
Kelly Tess, Carpenter/Franklin School Assistant Principal  
Kathy Jozwiak, Carpenter School PTO  
Tim Benka, Emerson Middle School Assistant Principal  
Katie Kelly, Field School Assistant Principal  
Jane Everett, Field School staff  
Dan Walsh, Franklin School Principal  
Dr. Kevin Dwyer, Roosevelt School Principal  
Jessica Hutchison, Washington School Assistant Principal  
Bernadette Tramm, Public Information Coordinator

Dr. Bender called the meeting to order at 4:08 p.m.

**City of Park Ridge**

▪ **Police**

Chief Kaminski inquired about how the participation of police at school open houses was received; the principals reported a favorable response from parents.

Chief Kaminski inquired whether all schools that had requested safety patrol training from police had received it; several principals reported that it had been completed. He offered to have police provide recognition at the end of the school year for safety patrol members. Later in the meeting, he described the recognition as being a small token, such as a pin or medal, awarded by police in person at an end of year event at school; this could be combined with another school event as a reinforcement.

**ACTION:** Principals should coordinate with police on recognition at year-end.

Deputy Chief Jogmen reported the City of Park Ridge is looking for paid crossing guards.

**ACTION:** Deputy Chief Jogmen will work with Ms. Tramm to provide a flyer for school newsletters on October 18.

Chief Kaminski followed up on the status of an offer from an Emerson student who had suffered injuries sustained while crossing in front of a car to speak with classmates or younger students about what he has learned from his experience. Off. Laura Kappler could join him to offer safety tips. Chief Kaminski also inquired about formally thanking two Emerson students for recent assistance to the department on a missing person issue.

**ACTION:** Assistant Principal Benka will talk with Principal Jim Morrison and email the Chief, and will notify Ms. Tramm if publicity is desired for an event.

Cmdr. Leavitt noted that citizen patrol members have stopped by some of the schools to work with safety patrol and guards on traffic concerns. Franklin Principal Walsh reaffirmed the importance of having citizen patrol members visit with the school principal first to introduce themselves.

**ACTION:** Cmdr. Leavitt will review the procedure with the new citizen patrol members when they are assigned to a school for the first time.

Regarding the Beat Team Leader program, all schools reported that their representative had visited the school. Deputy Chief Jogmen announced that an evening neighborhood meeting for Area 2 was planned at Field School.

▪ **City Engineer**

Not in attendance.

▪ **Fire**

Deputy Chief Sorensen introduced his student intern. He reminded principals to contact Lt. Kevin Plach (kplach@parkridgefd.org or 847-318-5286) to arrange for attendance at drills, when needed. He noted that planning in the event of tornadoes should be updated; Park Ridge experienced a warning siren on Sunday, October 14. He confirmed that the location and access to outdoor key boxes is checked on regular inspection visits to schools.

**Village of Niles Police**

No representative.

**School Reports**

▪ **Emerson**

Assistant Principal Benka noted the parking lot configuration had been changed, but drivers have adapted well; he is hopeful this will continue during inclement weather.

▪ **Franklin**

Principal Walsh reported a good start to the school year, and that the beat team leader system is a real asset that has strengthened relationships and improved communications.

▪ **Carpenter**

Ms. Jozwiak reported that new administrators have been vigorously publicizing the school traffic safety rules with a good response thus far. The Beat Team Leader has introduced himself. A citizen patrol member also visited, and viewed first hand a driver ignoring the street closed barriers, which remain a continual issue.

Ms. Jozwiak asked for assistance to review the markings at the T-intersection of Broadway Avenue into Cherry Street at the north end of the school's field area. The crosswalk and line markings are confusing, and have created an unsafe situation. Assistant Principal Tess says she has also received an email on this.

**ACTION:** Assistant Principal Tess will forward the email to Cmdr. Leavitt to evaluate.

Assistant Principal Tess also thanked Police for assistance in identifying a dedicated parking space at the school for transporting a handicapped student.

▪ **Roosevelt**

Principal Dwyer reported that he was very pleased that the school had completed an evacuation during an unplanned fire drill prior to the arrival of the first Fire responder. He noted that this year, six students at the school have specific mobility needs in the event of an evacuation. He also pointed out that grade 1 students have a class on the third floor each week. Together, this has created an additional emphasis at the school on evacuation plans. The school has an internal plan for how to evacuate the limited mobility students, which congregates them at the vestibules on each floor in the stairwell at the Fairview

Avenue main entrance. Principal Dwyer and Assistant Principal Andy Petrolina are charged with bringing the students down this stairwell to the exit.

**ACTION:** Police and Fire should flag the needs of six limited mobility students and the planned exit route.

▪ **Washington**

Assistant Principal Hutchison reported that citizen patrol members have been very helpful. Getting drivers to obey directions in front of school and further north toward Lincoln School are continual concerns. Options to request additional police or a more coordinated, heavier response were discussed.

**ACTION:** Assistant Principal Hutchison is asked to contact Police for a stronger presence at any time she believes unsafe practices are escalating.

▪ **Field**

Assistant Principal Kelly reported traffic is going very well. She thanked the Fire Department for quick response during an unplanned fire drill and the Police response to a recent suspicious incident report made by a student.

▪ **Lincoln**

No representative.

▪ **Jefferson**

No representative.

**Other**

- **Halloween Hours** – The hours are 3-8 p.m. in Park Ridge.

Dr. Bender thanked everyone for their efforts to ensure continued safety at the schools.

**Next Meeting**

The next meeting will be held on Tuesday, December 11 at 4:00 p.m. at City of Park Ridge Council Chamber, 505 Butler Place, Park Ridge, IL.

The meeting was adjourned at 4:45 p.m.

Minutes submitted by Bernadette Tramm