

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

Board of Education Agenda
Monday, May 19, 2014
Emerson Middle School – Multipurpose Room
8101 N. Cumberland Avenue
Niles, IL 60714

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

Monday, May 19, 2014

TIME

APPENDIX

7:30 p.m.	<p>Meeting of the Board Convenes</p> <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board • Pledge of Allegiance and Welcome -- Emerson School Principal/Students/PTO • Recognition of Student Awards A-1 -- Assistant Superintendent for Student Learning • Recognition of Tenured Teachers A-2 -- Assistant Superintendent for Human Resources/ PREA President • ELF Grant Awards A-3 -- Superintendent/ Elementary Learning Foundation (ELF) Representative • Public Comments • Appointment of Director of Innovation and Instructional Technology A-4 -- Superintendent Action Item 14-05-1 • Consent Agenda - Action Item 14-05-2 A-5 -- Board President <ul style="list-style-type: none"> • Personnel Report • Bills, Payroll, and Benefits • Approval of Financial Update for the Period Ending April 30, 2014 • Approval of Bid for Copier Paper • Approval of Copier Replacement • Approval of Bid for Steam Trap Replacement • Approval of Bid for Custodial Supplies • Approval of Final Calendar for 2013-14 • Approval of Policies from PRESS Issues 83 and 84 • Destruction of Audio Closed Minutes (none)
-----------	---

- **Approval of Minutes** Action Item 14-05-3 A-6
- Board President
 - Regular Board Meeting MinutesApril 28, 2014
 - Closed Session MinutesApril 28, 2014
 - Committee-of-the-Whole: Finance.....May 5, 2014

- **Board Member Liaison Report** A-7
- Board of Education
 - Traffic Safety Meeting
 - PTO/A Presidents Meeting
 - Sustainability Committee Meeting

- **Other Discussion and Items of Information** A-8
- Superintendent
 - Upcoming Agendas
 - Freedom of Information Act Requests
 - Memoranda of Information
 - Follow-up on Collection of Student Fees
 - Update from the Department for Student Learning
 - Minutes of District Committees
 - Wellness Council Minutes of May 13, 2014
 - Traffic Safety Minutes of May 6, 2014
 - Sustainability Committee Meeting of May 8, 2014
 - Other
 - Carpenter HVAC Report


- **Adjournment to Closed Session**
- The compensation or performance of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. [5 ILCS 120/2 (c)(1)]
- Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. [5 ILCS 120/2(c)(2)]
- Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. [5 ILCS 120/2(c)(11)]

Next Meeting:
 Monday, June 9, 2014 – 6:30 p.m.
 Special Board Meeting
 Field School – north gym
 707 N. Wisner Avenue
 Park Ridge, IL 60068

Next Regular Board Meeting:
 Monday, June 23, 2014 – 7:30 p.m.
 Raymond Hendee Educational Service Ctr.
 164 S. Prospect Avenue
 Park Ridge, IL 60068

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting, so we can make every effort to accommodate you or provide for any special needs.

All action items included
in this packet are subject to
final Board approval.

TO: Board of Education
FROM: Dr. Lori Hinton, Assistant Superintendent for Student Learning 
DATE: May 19, 2014
RE: Recognition of Student Awards

Every May, it is our pleasure to bring forward students deserving of special recognition for their outstanding accomplishments. This year, District 64 is proud to acknowledge the achievements of 31 students in the following categories.

THE SCHOLASTIC ART & WRITING AWARDS

The Scholastic Art & Writing Awards date back to 1923. They are considered the most prestigious program to recognize youth and teens in grades 7-12 in 28 categories of art and writing. Students compete to win scholarships and have their works exhibited or published. Each work is judged for "originality, technical skill and the emergence of a personal voice or vision." The awards program is sponsored by the non-profit Alliance for Young Artists & Writers.

Art

Art Curriculum Specialist Sonja Dziejcz recommends that the following Emerson Middle School students be recognized for their creative works submitted to the 2014 Scholastic Art & Writing Awards national competition. Students listed below in 9th grade submitted their work as 8th graders.

Black & White Photography

Meghan Breslin, Grade 8, Silver Key Award for the entry **Brother**
Luke Calahan, Grade 9, Silver Key Award for the entry **Nature in Focus**
Noah Fishman, Grade 8, Gold Key Award for the entry **Devil's Doorway**
Julia Marin, Grade 8, Honorable Mention for the entry **Emily**
Georgia Slojkowski, Grade 9, Honorable Mention for the entry **Veiled in Violin**

Painting

Nicholas Mistrata, Grade 9, Silver Key Award for the entry **My Stuff**
Hannah Warlick, Grade 9, Silver Key Award for the entry **Sunshine Lorikeet**

MUSIC AWARDS

Illinois Music Educators Association (IMEA) - Instrumental

Instrumental Music Curriculum Specialist Brian Jacobi recommends that the following students be recognized for their participation in IMEA instrumental music groups this year. IMEA sponsors a yearly music festival for nine regions in the state. Our region ranges from the northern Chicago border to Wisconsin, and Lake Michigan to Woodstock. Each year, approximately 50 schools in this region send their finest

students to audition for a position in this all-star ensemble. District 64 students selected to participate this year following rigorous auditions are:

- Elaina Bridich, Grade 8, Emerson Middle School
- JJ Butler, Grade 8, Lincoln Middle School
- Brandon Christopher, Grade 8, Lincoln Middle School
- Justin Grigus, Grade 8, Lincoln Middle School
- Jacob Lenzini, Grade 8, Emerson Middle School
- Benjamin Levin-O'Leary, Grade 8, Lincoln Middle School
- Steven Manos Grade 8, Emerson Middle School
- Mary Clare Nagai, Grade 8, Emerson Middle School
- Eva Nicholson, Grade 7, Emerson Middle School
- Allison Paxhia, Grade 7, Emerson Middle School
- Shea Walters, Grade 8, Lincoln Middle School
- Theodore Wyshei, Grade 8, Lincoln Middle School

CHORAL PERFORMANCES

General Music Curriculum Specialist Terry Broeker would like to recognize several District choral groups who were active in our community this year. These students will not be in attendance at the Board of Education meeting.

The Carpenter Chorus and DRUM Club put on a combined concert on the evening of May 7 called "The Sea and Me" with lots of great singing, drumming, body percussion, and dancing.

In December, Emerson choruses under the direction of Mike Kennedy and Terry Broeker were heard caroling at St. Matthew's Rehabilitation Center and Golf Mill, as well as at their December and April concerts and the District 64 Middle School Choral Festival. Emerson's "Lunch Bunch," directed by Terry Broeker, performed holiday selections for five hours at the Fine Arts Gala on Michigan Avenue. The "Lunch Bunch" also performed locally at the Park Ridge Civic Orchestra December Concert and Barnes and Noble. The Emerson Vocal Power students performed at the Rotary Club in Park Ridge. Emerson chorus members Alex Sewielski and Katheen Glockner performed the Star Spangled Banner at the Park Ridge Baseball Opening Ceremonies.

In December, the Field School 4th and 5th Grade Chorus students, directed by Jenny Johnson and Jessica Kwasny, sang at Barnes and Noble during the Field Book Fair. The 5th Grade Chorus sang at Iannelli Studios for the Kalo Foundation. Field School's 4th and 5th Grade Choruses performed at Golf Mill Mall's Sounds of Spring, Bethany Terrace Health and Rehabilitation Center, and their Spring Concert.

The Franklin chorus directed by Colleen Carlson performed a series of concerts on April 24. The chorus also performed the Academy Award winning song, "Let it Go," with the Emerson combined choruses during the choral tour.

Tami Nardi directed Lincoln's choruses in the Golf Mill Mall's Sounds of the Holidays and Sounds of Spring programs. The Swing Choir also presented a Holiday in Winslow

Hall at Lincoln and a Spring Choral Concert at Emerson. Tami Nardi's Swing Choir also performed at the District 64 Middle School Choral Festival.

On May 11, Roosevelt School's 4th and 5th grade choruses participated in "Music in the Parks" at Great America. In the fall, they also sang their Patriotic Songs for the seniors at Summit Square. Fourth Grade Chorus is singing at the Police Memorial Service at City Hall.

The Fourth and Fifth Grade Washington Choruses directed by Alaina Marth performed at the Resurrection and Rehab Center, a Chicago Wolves Game, and the school Holiday Sing Performance. The choruses were joined by the Washington Drum and Ukulele ensembles at their Spring Concert.

YOUNG AUTHORS

Curriculum Specialist for Language Arts Meghan Keefer announces that the District-level winners of this annual creative writing competition have been selected from a pool of outstanding school winners at every grade level. Students wrote and illustrated an original story independently at home. This year's outstanding Young Authors are:

- Kindergarten – Joshua Nieves, Franklin School
- 1st Grade - Noah Felipe Munoz-Lo, Field School
- 2nd Grade - Abbas Raza, Franklin School
- 3rd Grade – Olivia Das Gupta & Ella Trieloff, Roosevelt School
- 4th Grade - Nathan Fernando Munoz-Lo & Kieran Doran, Field School
- 5th Grade – Eden Paterno, Carpenter
- 6th Grade – Sara Starecheski, Lincoln
- 7th Grade - Amna Sorbun, Emerson Middle School
- 8th Grade - Anne Longman, Lincoln Middle School

DISTRICT SPELLING BEE

For the fourth year, each school conducted its own spelling bee to select the top 3 spellers to participate in the District 64 competition. The District 64 Spelling Bee included 21 student contestants, and was held in January at Carpenter School. It lasted 16 rounds. First place winner, Catherine Sernel, fifth grader at Washington School, spelled the word "renegade" correctly to capture the championship over second place winner Christo Fosse, 8th grader at Emerson Middle School. Third place was a first-ever tie between two fifth graders: Karolina Bisiak from Field School and Kenneth Kim from Franklin School. Catherine Sernel went on to represent District 64 at the North Cook Regional Bee, where she placed 6th out of 30 contestants.

Recognition of Tenured Teachers

Teacher Tenure List 2013-14

Genevieve Chesney, Lincoln

Cathleen Coppola, Emerson

Melissa Glickman, Emerson

Kathryn Homann, Emerson

Kimberly Kaniecki, Field

Madeline Kiem, Emerson

Kelly McCall, Lincoln

Samantha McDaniel, Field

Beth O'Neil, Roosevelt

Alysia Porrello, Lincoln

Amy Sacor, Washington

Pam Sammons, Washington

Aileen Stonelake, Roosevelt

Cathleen Wieska, Field

Helene Zukas, Roosevelt

ELF Grant Awards

Superintendent Bender along with a representative from the Elementary Learning Foundation (ELF) will announce the ELF Grant Awards for 2014-15.



DISTRICT 64 ELEMENTARY LEARNING FOUNDATION

2014 – 2015 GRANTS

Since 1994, ELF has established and supported innovative educational programs by awarding grants to teachers and staff who are committed to excellence in education. This year, almost \$50,000 in grants will be awarded to District 64 schools, advancing ELF's total direct grants to nearly \$650,000!

Digital Media Lab

Emerson Middle School

The LRC Digital Media Lab will provide the space, equipment, and software for students to engage in a rigorous research process and express themselves through the creation of digital media (i.e., videos, music, photography, presentations).

Improve Executive Function

Lincoln & Emerson Middle Schools

Using training from the Rush Neurobehavioral Center, applies a research-driven approach to improve students' lifelong Executive Function skills, including managing time, managing materials, and knowing and implementing study strategies.

Jefferson Garden: A Place to Learn and Grow

Jefferson School

Implements a therapeutic/educational gardening program by using nature to enhance play, cognitive learning, and social, emotional, and physical experiences using a multisensory approach. Gardening expertise provided by the Chicago Botanic Garden.

Social-Emotional Learning

Carpenter School/District 64

Sponsors community workshops on parenting emotionally intelligent children, led by Ed Dunkelblau, clinical psychologist and nationally known speaker on social-emotional intelligence, humor, and health.

ELF seeds

Lincoln Middle School

The Lincoln Green Team, the Lincoln LRC, the Park Ridge Garden Club, and the Park Ridge Park District will work collaboratively to contribute their expertise to develop a Seed Library that preserves and perpetuates heirloom and organic seeds.

To contribute, volunteer, or learn more about ELF, visit www.district64ELF.org

Appointment of Director of Innovation and Instructional Technology

ACTION ITEM 14-05-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of Mary Jane Warden as the Director of Innovation and Instructional Technology beginning July 1, 2014 through June 30, 2015.

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Consent Agenda

ACTION ITEM 14-05-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of May 19, 2014, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Financial Update for the Period Ending April 30, 2014; Approval of Bid for Copier Paper; Approval of Copier Replacement; Approval of Bid for Steam Trap Replacement; Approval of Bid for Custodial Supplies; Approval of Final Calendar for 2013-14; Approval of Policies from PRESS Issues 83 and 84 and Destruction of Audio Closed Minutes.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Personnel Report
May 19, 2014

Mary Jane Warden	Employ as Director of Innovation and Instructional Technology effective July 1, 2014 - \$135,000.
Michael Biondo	Request Paternity/FMLA as Night Custodian effective 5/16/14 – 6/30/14 (tentative) - Roosevelt School.
Katherine Kelly	Request Maternity/FMLA as Assistant Principal effective 6/16/14 – 6/27/14 (tentative) and 8/4/14 – 10/10/14 (tentative) - Field School.
Rebecca Allard	Change of Job Title from Business Manager to Chief School Business Official.
Leslye Lapping	Change of Job Title from Coordinator of Extended Day/Pre-School Services for Jefferson School to Principal for Jefferson School.
Angela Baker	Resign as Assistant at Jefferson School effective May 16, 2014.
Lynn Condon	Employ as Summer School PT effective 6/17/14 – Washington, Lincoln and Jefferson Schools.
Janet Groll	Employ as Summer School OT effective 6/17/14 – Washington, Lincoln and Jefferson Schools.
Jennifer Proffer Martha Wolf	Employ as Summer School Special Needs Speech Therapist effective 6/17/14 – Lincoln and Washington Schools.
Megan Sutter	Employ as Summer School Special Needs Academic Instructor effective 6/17/14 – Washington School.
Leslye Lapping	Employ as Summer School Early Childhood Principal effective 6/23/14 – Jefferson School.
Pam Jachino	Employ as Summer School Early Childhood Secretary effective 6/23/14 – Jefferson School.
Paula Yukovic	Employ as Summer School Early Childhood Nurse effective 6/23/14 – Jefferson School.
Lenore Franckowiak Nancy Tierney	Employ as Summer School Special Needs Academic Instructor effective 6/17/14 – Lincoln School.
Maura Foley Robyn Schmit Molly Staron Shannon Walder Melissa Superfine	Employ as Summer School Special Education Teachers effective 6/17/14 - Washington School. Monday/Wednesday

Personnel Report
May 19, 2014

<p>Marie Anderson Stephanie Bergren Christina Bridich Jessica Condon Erin Curry Susan Due Casey Gibbons Donna Hapeman Gregory Knapp Alegra Miller Alyssa O'Neil Katelyn O'Neil Michelle Schneider</p>	<p>Employ as Summer School Special Education Assistants effective 6/17/14 - Washington School.</p>
<p>Rebecca Hebding Michele Perchess</p>	<p>Employ as Summer School Special Education Teachers effective 6/17/14 - Lincoln School.</p>
<p>Linda Adamowski Sean Aiello Tyler Cempre Jillian Cohen Rita Downing Mallory Machon Callie McLean Katrina Olson Niki Pappas</p>	<p>Employ as Summer School Special Education Assistants effective 6/17/14 - Lincoln School.</p>
<p>Maura Kapolnek Barbara Murphy</p>	<p>Employ as Summer School Early Childhood Speech-Language Pathologist effective 6/23/13 - Jefferson School.</p>
<p>Georgette Demarinis Christy Holtz Mariellyn Kowatsch Marisha Lewis</p>	<p>Employ as Summer School Early Childhood Teachers effective 6/23/13 - Jefferson School.</p>
<p>Lynne Bonahoom Charlotte Franzen Jamie Hall Liz Hattam Debbie Keehn Sandra Koljovic Mary Ann Murray Patti Radaios</p>	<p>Employ as Summer School Early Childhood Assistants effective 6/23/13 - Jefferson School.</p>

APPROVAL OF BILLS AND PAYROLL

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

Bills

10 - Education Fund -----	\$ 936,010.73
20 - Operations and Maintenance Fund -----	\$ 136,884.72
30 - Debt Services -----	\$ -
40 - Transportation Fund -----	\$ 119,788.92
50 - Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 22,132.21
80 - Tort Immunity Fund -----	\$ 3,431.25
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 117286 - 117469

Total: \$ 1,218,247.83

Payroll and Benefits for Month of April, 2014

10 - Education Fund -----	\$ 3,728,727.87
20 - Operations and Maintenance Fund -----	\$ 212,383.92
40 - Transportation Fund -----	\$ -
50 - IMRF/FICA Fund -----	\$ 87,179.61
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 10189 - 10296

Direct Deposit: 900052635 - 900054207

Total: \$ 4,028,291.40

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

To: Board of Education
From: Brian Imhoff, Assistant Business Manager (BI)
Date: May 19, 2014
Subject: Approval of Bid for Copier Paper

A school board is required to let all contracts for supplies, materials, or work or contracts with private carriers for transportation of pupils involving an expenditure in excess of \$25,000 or a lower amount as required by board policy to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. Certain contracts are exempt from competitive bidding requirements including: purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, and services; and contracts for duplicating machines and supplies.

The District prepared bid specifications for copier paper. Bid quantities were determined based on remaining inventory levels and last year's actual usage. The bid specifications were sent to eight vendors, and a bid notice was published in the newspaper on April 24, 2014. Four bids were received, and a formal bid opening was conducted at the ESC on May 8, 2014. A recap of the bids received is presented on the following page.

The District recommends that the Board of Education award the bid for copier paper to Unisource Worldwide, Inc. for a total bid price of \$55,581.50.

Copier Paper Bid Recap

Description	Unit	Qty	Unisource				Midland Paper			
			Unit Cost	Total	Brand	Brightness	Unit Cost	Total	Brand	Brightness
Size: 8 1/2" X 11"										
White	Case	2080	\$24.30	\$50,544.00	Comet92	92	\$24.60	\$51,168.00	FRP / Multipurpose	92
Blue	Case	10	\$32.50	\$325.00	Expert		\$32.75	\$327.50	Expert	
Pink	Case	10	\$32.50	\$325.00	Expert		\$32.75	\$327.50	Expert	
Green	Case	30	\$32.50	\$975.00	Expert		\$32.75	\$982.50	Expert	
Canary	Case	40	\$32.50	\$1,300.00	Expert		\$32.75	\$1,310.00	Expert	
Goldenrod	Case	30	\$32.50	\$975.00	Expert		\$32.75	\$982.50	Expert	
Salmon	Case	20	\$32.50	\$650.00	Expert		\$32.75	\$655.00	Expert	
Size: 8 1/2" X 14"										
White	Case	10	\$35.00	\$350.00	Econosource	92	\$36.00	\$360.00	FRP/Multipurpose	92
Size: 11" X 17"										
White	Case	5	\$27.50	\$137.50	Econosource	92	\$28.00	\$140.00	FRP/Multipurpose	92
			<u>\$55,581.50</u>							
							<u>\$56,253.00</u>			
							Discount if Paid in 30 Days (\$562.53)			
							<u>\$55,690.47</u>			

Description	Unit	Qty	Contract Paper Group				Premier & Companies			
			Unit Cost	Total	Brand	Brightness	Unit Cost	Total	Brand	Brightness
Size: 8 1/2" X 11"										
White	Case	2080	\$24.99	\$51,979.20	Multipurpose / Xerographic / Fascopy	92+	\$31.25	\$65,000.00	Sopercel	96
Blue	Case	10	\$35.60	\$356.00	Fascopy Equal		\$44.95	\$449.50	Sopercel	
Pink	Case	10	\$35.60	\$356.00	Fascopy Equal		\$44.95	\$449.50	Sopercel	
Green	Case	30	\$35.60	\$1,068.00	Fascopy Equal		\$44.95	\$1,348.50	Sopercel	
Canary	Case	40	\$35.60	\$1,424.00	Fascopy Equal		\$44.95	\$1,798.00	Sopercel	
Goldenrod	Case	30	\$35.60	\$1,068.00	Fascopy Equal		\$44.95	\$1,348.50	Sopercel	
Salmon	Case	20	\$35.60	\$712.00	Fascopy Equal		\$44.95	\$899.00	Sopercel	
Size: 8 1/2" X 14"										
White	Case	10	\$36.30	\$363.00	Fascopy Equal	92+	\$45.49	\$454.90	Sopercel	96
Size: 11" X 17"										
White	Case	5	\$29.00	\$145.00	Fascopy Equal	92+	\$49.95	\$249.75	Sopercel	96
			<u>\$57,471.20</u>				<u>\$71,997.65</u>			

To: Board of Education
Philip Bender, Superintendent

From: Rebecca J. Allard, Business Manager



Date: May 19, 2014

Subject: Copier Replacement

A school board is required to let all contracts for supplies, materials, or work or contracts with private carriers for transportation of pupils involving an expenditure in excess of \$25,000 or a lower amount as required by board policy to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. However, certain contracts are exempt from competitive bidding requirements, including: purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services; and contracts for duplicating machines and supplies.

District 64 currently has thirteen Chicago Office Technology Group (COTG) copiers (Carpenter, Franklin, Field, Washington, Jefferson, Emerson and Lincoln) whose lease is set to expire on June 30, 2014. The current cost of these copiers is \$6,074 per month.

Previously, the Board of Education approved a print management contract with Imagetec at a substantial savings over the contract with COTG. We have negotiated with Imagetec for the replacement of the remaining district copiers at a monthly cost of \$4,376 per month for an annual savings of \$20,376.

Recommendation:

Approve Imagetec as the provider of replacement copiers at Carpenter, Franklin, Field, Washington, Jefferson, Emerson and Lincoln at a savings of \$20,376 per year.

To: Board of Education
From: Brian Imhoff, Assistant Business Manager (BI)
Date: May 19, 2014
Subject: Approval of Bid for Steam Trap Replacement

A school board is required to let all contracts for supplies, materials, or work or contracts with private carriers for transportation of pupils involving an expenditure in excess of \$25,000 or a lower amount as required by board policy to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. Certain contracts are exempt from competitive bidding requirements including: purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, and services; and contracts for duplicating machines and supplies.

As part of an energy efficiency program through the Illinois Department of Commerce & Economic Opportunity (DCEO), the District conducted a survey of the steam traps in the heating systems at Lincoln Middle School and Jefferson School. The survey identified 91 steam traps that were faulty and needed to be replaced.

Bid specifications for the steam trap replacement project were sent to seven vendors, and a bid notice was published in the newspaper on April 24, 2014. A formal bid opening was conducted at the ESC on May 9, 2014, and the following six bids were received:

<u>Vendor</u>	<u>Bid Amount</u>
Ideal Heating Co.	\$33,333
Hayes Mechanical	\$35,480
Harding Mechanical	\$39,983
Core Mechanical, Inc.	\$43,445
Amber Mechanical Contractors	\$47,400
Cryer & Olsen Mechanical, Inc.	\$54,880

The bid specifications indicated that the project work would be performed over the summer and completed by July 31, 2014. In addition to the energy savings that will be obtained from replacing the traps, the District also expects to be reimbursed approximately \$18,000 as an incentive from the Illinois DCEO for completing the project.

The District recommends that the Board of Education award the bid for the steam trap replacement project to Ideal Heating Co. for a total bid price of \$33,333.

To: Board of Education
From: Brian Imhoff, Assistant Business Manager *BI*
Date: May 19, 2014
Subject: Approval of Bid for Custodial Supplies

A school board is required to let all contracts for supplies, materials, or work or contracts with private carriers for transportation of pupils involving an expenditure in excess of \$25,000 or a lower amount as required by board policy to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. Certain contracts are exempt from competitive bidding requirements including: purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, and services; and contracts for duplicating machines and supplies.

The District prepared bid specifications for various custodial supplies that are stocked in the warehouse. Bid quantities were determined based on remaining inventory levels, last year's actual usage, and expected usage in the upcoming year. The bid specifications were sent to eleven vendors, and a bid notice was published in the newspaper on April 24, 2014.

In order to obtain the best possible prices, the District permits vendors to bid on one or more supply items, and bids are awarded on an item by item basis. The District received twelve bids, and a formal bid opening was conducted at the ESC on May 6, 2014.

For each item in the custodial supplies bid, the District is recommending that the Board of Education award the lowest bid that meets the product specifications requested by the District. A summary of the recommended bid awards by vendor follows:

<u>Vendor</u>	<u>Bid Award</u>
Peterson Products	\$1,350.00
Jon Don	\$758.60
Buckeye Cleaning Center	\$7,016.93
Pyramid School Products	\$489.56
Valdes	\$7,597.00
Kranz	\$96.96
HP Products	\$13,872.27
All American Poly	<u>\$3,862.50</u>
Total	\$35,043.82

SCHOOL DISTRICT 64 PARK RIDGE-NILES 2013-14

AUGUST

Mon	Tue	Wed	Thr	Fri	Total
TI	(27	28	29	30	4
			Total		4

(4)

SEPTEMBER

Mon	Tue	Wed	Thr	Fri	Total
HOL	3	4	5	6	4
9	10	11	12	13	5
16	17	18	19	20	5
23	24	25	26	27	5
30					1
			Total		20

(24)

OCTOBER

Mon	Tue	Wed	Thr	Fri	Total
	1	2	3	4	4
7	8	9	10	11	5
HOL	15	16	17	18	4
21	22	23	24	25	5
28	29	30	31		4
			Total		22

(46)

NOVEMBER

Mon	Tue	Wed	Thr	Fri	Total
				1	1
4	TI	6	7	8	4
XH	12	13	14	15	5
18	19	20	21	22	5
FPT	FPT	NIA	HOL	NIA	0
			Total		15

(61)

DECEMBER

Mon	Tue	Wed	Thr	Fri	Total
2	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
NIA	NIA	HOL	NIA	NIA	0
NIA	NIA				0
			Total		15

(76)

JANUARY

Mon	Tue	Wed	Thr	Fri	Total
		HOL	NIA	NIA	0
ED	ED	8	9	10	3
13	14	15	16	17	5
HOL	21	22	23	24	4
ED	ED	29	30	31	3
			Total		15

(91)

FEBRUARY

Mon	Tue	Wed	Thr	Fri	Total
3	4	5	6	TI	4
10	11	XH	13	14	5
HOL	18	19	20	21	4
24	25	26	27	28	5
			Total		18

(109)

MARCH

Mon	Tue	Wed	Thr	Fri	Total
XH	4	5	6	7	5
10	11	12	13	14	5
17	18	19	20	21	5
24	25	26	27	NIA	4
NIA					0
			Total		19

(128)

APRIL

Mon	Tue	Wed	Thr	Fri	Total
	NIA	NIA	NIA	NIA	0
7	8	9	10	11	5
14	15	16	17	NIA	4
21	22	23	24	25	5
28	29	30			3
			Total		17

(145)

MAY

Mon	Tue	Wed	Thr	Fri	Total
			1	2	2
5	6	7	8	9	5
12	13	14	15	16	5
19	20	21	22	23	5
HOL	27	28	29	30	4
			Total		21

(166)

JUNE

Mon	Tue	Wed	Thr	Fri	Total
2	3	4	5	6	5
9	10	11	12	13	5
			Total		10

(176)

JULY

Mon	Tue	Wed	Thr	Fri	Total

School Begins:	8/27/13
School Closes:	6/13/14
Pupil Attendance Days:	176
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL:	180

UPCOMING ELECTION

Gubernatorial Primary Election	3/18/2014
Gubernatorial General Election	11/4/2014

SCHOOL HOLIDAYS

Labor Day	9/2/13
Columbus Day	10/14/13
Veterans' Day	11/11/13 XH
Thanksgiving Day	11/28/13
Christmas Day	12/25/13
New Year's Day	1/1/14
M.L. King Day	1/20/14
Lincoln's Birthday	2/12/14 XH
Presidents' Day	2/17/14
Pulaski Day	3/3/14 XH
Good Friday	4/18/14
Memorial Day	5/26/14

CALENDAR LEGEND

Legal School Holidays	HOL
Institutes	TI
Not in Attendance	NIA
School Begins	(
School Closes)
Half-day Inservice	XHI
Full-day Parent/Teacher Conf.	FPT
Attendance Day - Holiday Waiver	XH
Half-day School Improvement	XHS
Emergency Day	ED

Approval of Policies from PRESS Issues 83 and 84

1 st Reading April 28, 2014	Policy 2:250	Issue 83	School Board – Access to District Public Records
1 st Reading April 28, 2014	Policy 3:60	Issue 83	General School Administration – Administrative Responsibility of the Building Principal
1 st Reading April 28, 2014	Policy 4:100	Issue 83	Operational Services – Insurance Management
1 st Reading April 28, 2014	Policy 4:150	Issue 83	Operational Services – Facility Management and Building Programs
1 st Reading April 28, 2014	Policy 5:50	Issue 83	General Personnel – Drug- and Alcohol-Free Workplace: Tobacco Prohibition
1 st Reading April 28, 2014	Policy 5:120	Issue 83	General Personnel – Ethics and Conduct
1 st Reading April 28, 2014	Policy 5:200	Issue 83	Professional Personnel – Terms and Conditions of Employment and Dismissal
1 st Reading April 28, 2014	Policy 6:250	Issue 83	Instruction – Community Resource Persons and Volunteers
1 st Reading April 28, 2014	Policy 6:310	Issue 83	Instruction – Credit for Alternative and Programs, and Course Substitutions (For high school and unit districts) N/A
1 st Reading April 28, 2014	Policy 7:185	Issue 84	Students – Teen Dating Violence Prohibited
1 st Reading April 28, 2014	Policy 7:190	Issue 84	Students – Student Discipline
1 st Reading April 28, 2014	Policy 7:300	Issue 83	Students – Extracurricular Athletics
1 st Reading April 28, 2014	Policy 8:30	Issue 83	Visitors to and Conduct on School Property

5/19/14

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

November 12, 2012

Background

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

Approval of Minutes

ACTION ITEM 14-05-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Regular Board Meeting on April 28, 2014, Closed Session on April 28, 2014, and Committee-of-the-Whole: Finance Meeting on May 5, 2014.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:30 p.m.
April 28, 2014
Franklin Elementary School – Gym
2401 Manor Lane
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 5:39 p.m. Other Board members in attendance were Scott Zimmerman, John Heyde, Vicki Lee, Terry Cameron and Dan Collins. Board member Dathan Paterno arrived during the meeting at 6:00 p.m. Also present were Superintendent Philip Bender, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm, and one member of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at:
<http://www.d64.org/subsite/dist/page/board-education-meetings-984>

BOARD ADJOURNS TO CLOSED SESSION

At 5:43 p.m., it was moved by Board President Borrelli and seconded by Board member Heyde to adjourn to closed session to discuss: discipline or performance of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)]; collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]; and, litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. [5 ILCS 120/2(c)(11)].

Board
Adjourns to
Closed Session

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Paterno

The motion carried.

The Board adjourned from closed session at 7:35 p.m. and after a brief recess, resumed the regular Board meeting at 7:42 p.m. In addition to those mentioned previously, also present were Assistant Superintendent Lori Hinton, Director of Technology Terri Bresnahan, Director of Special Education/Pupil Services Jim

Even, Business Manager Becky Allard, and approximately 80 additional members of the public.

PLEDGE OF ALLEGIANCE AND WELCOME

Pledge of
Allegiance and
Welcome

Principal Dan Walsh welcomed the Board to Franklin School, and called upon a color guard from Cub Scout Pack 105, 1st grade Daisies and 2nd grade Brownies to lead the Pledge. Principal Walsh then highlighted some of the PTA's contributions to the school and the school's Franklin ROCKS (Respect-Optimism-Citizenship-Kindness-Self Control) civil behavior program that focuses on positive behavior expectations for individual students and classes. Board President Borrelli thanked Principal Walsh for the interesting view into the daily life of the school.

Board President Borrelli noted the Public Comments agenda item would follow the first agenda item.

DISCUSSION AND APPROVAL OF BUILDING SECURITY VIDEO INSTALLATION

Discussion and
Approval of
Building Security
Video Installation

Facility Management Director Mackall introduced Park Ridge Police Chief Frank Kaminski and Sonitrol representative Clay Crost. Mr. Mackall reported the recommendation to update and standardize video surveillance systems at all schools stemmed from an audit performed in summer 2013 by RETA Security. He noted that the current proposal was developed in conjunction with the Park Ridge and Niles police departments, RETA Security and Sonitrol, and further noted that each principal had been asked about the unique needs of their building and that the Technology Department also had contributed its perspective. He then described the installation and functioning of the proposed system.

Mr. Mackall then responded to Board member questions about continued use of the system if the school vestibules are reconfigured in the future. Dr. Bender noted that videos obtained from the cameras would only be used on an as needed basis and in conformance with all laws governing their use, and that this had been addressed with the Park Ridge Education Association. Mr. Mackall responded to further questions and comments from Board members about how the system would operate in allowing visitors to enter the schools and provide coverage of the grounds. He pointed out how an Educational Adequacy Study, discussed at previous Board meetings, would be helpful in identifying how the vestibule and office areas could be remodeled to provide greater security, once the curricular space needs of each school are known. Mr. Clay responded to Board member questions about the monthly service agreement to maintain the cameras and recording equipment.

Mr. Mackall then provided further details about the expanded coverage of the interior and exterior that the new equipment would provide, and how the monitoring would be handled. Chief Kaminski noted that the presence of cameras does have a deterrent effect on crime in an area, and that video can

provide an investigative tool for police in the aftermath of an event. He noted that police had reviewed the plans to make sure the placement would provide good perimeter control. In addition, Mr. Clay pointed out that the cameras could be viewed in real time by police through an IP address if there is an active incident at the school. Mr. Mackall related two instances of a break-in and vandalism where videos might have provided helpful information to the investigation. He noted that the proposed system would provide a good baseline, and it can be grown if needed in the future. In responding to Board member questions, Business Manager Allard confirmed the expense had been included in the budget and would not change the long-term projections reviewed by the Board in February. Chief Kaminski further noted that established relationships – having an educated staff knowing when to call police, having parents also know when to call, and the ongoing contact the police have with the schools through the beat officer assigned to the building – are fundamental elements to school security. Mr. Mackall also reviewed the other security-related enhancements being made as follow ups from the RETA audit.

In further discussion of camera placement on building exteriors, Chief Kaminski and Mr. Clay described how cameras are used to cover the perimeter of each school, some playground areas, and spots identified by principals as trouble areas. Mr. Mackall reiterated that the camera locations could be further adjusted when they are being installed, but that preliminarily, the plan covers everything the principals, the police and the District's security experts felt was important.

There were no comments from the public.

Action Item 14-04-2

Action Item
14-04-2

It was moved by Board member Collins and seconded by Board member Paterno that the Board of Education of Community Consolidated School District 64, Park Ridge –Niles, Illinois, approve the proposal from Sonitrol for Building Security Video Installation in the amount of \$258,259.00 with an ongoing monthly monitoring fee of \$1,592.00.

Board members made further comments about the recommendation.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

PUBLIC COMMENTS

Public
Comments

Board President Borrelli invited public comment on topics not on the agenda. Sue Beaumont, Lincoln School class of 1959, urged the Board to earmark for use at Lincoln School a donation included in the Consent Agenda from classmates who had attended a reunion in the fall. The consensus of the Board was to do so, although official policy is to accept donations on an unrestricted basis.

DISCUSSION AND APPROVAL OF SONITROL ACCESS SYSTEM UPGRADE

Discussion and Approval of Sonitrol Access System Upgrade

Facility Management Director Mackall was again joined by Mr. Crost from Sonitrol. Mr. Mackall reviewed the proposal to replace an obsolete swipe card system with an electronic access system, including adding additional access points for staff entry, new cameras, and monitors in each office. In responding to Board member questions, Mr. Mackall noted that providing additional access points should greatly reduce instances of doors being propped open by staff needing to re-gain access to the building when bringing students outdoors. In response to a Board member request, Mr. Crost confirmed that he would guarantee that this proximity technology access system would be available to District 64 for 10 years.

Action Item 14-04-3

Action Item 14-04-3

It was moved by Board member Paterno and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the building access upgrade from Sonitrol in the amount of \$66,366.00 with a monthly monitoring fee of \$287.00.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

DISCUSSION AND APPROVAL OF VISITOR MANAGEMENT SYSTEM

Discussion and Approval of Visitor Management System

Facility Management Director Mackall was joined by RAPTOR representative Erin Cummings. Mr. Mackall noted that this proposal also emanates from the 2013 RETA Security audit. He described how the system operates to scan a visitor's driver's license or state ID card and check the information against a database of sex offenders as well as private alerts determined by District 64, and noted it would be launched for the 2014-15 school year. Mr. Mackall and Ms. Cummings then responded to Board member questions about how the ID information is used to generate a visitor name badge,

the manual entry feature, and how the system's software is updated. Mr. Mackall pointed out that the feature is only used if a visitor needs to enter the building, not just to drop an item off at the school office. He noted that principals and the PTO/A presidents group were in support of the increased security provided by a visitor management system. In response to questions on annual cost increases, Ms. Cummings noted that the annual pricing had increased only slightly last year, and Mr. Mackall noted that if the annual increase were ever too high, the District could shift to a different system. Ms. Allard confirmed the cost had been included in the budget. Regarding accessibility to the Internet during a power outage, Mr. Mackall reported that the District's Internet servers are serviced by a back-up generator.

There were no public comments.

Action Item 14-04-4

Action Item
14-04-4

It was moved by Board member Lee and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the visitor management system RAPTOR in the amount of \$12,800.00 with an annual access fee to be invoiced in subsequent years.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

DISCUSSION AND APPROVAL OF TWO-WAY COMMUNICATION SYSTEM

Discussion and
Approval of
Two-Way
Communication
System

Facility Management Director Mackall noted that this proposal also was being brought forward as a result of the security audit. He described the difficulties with the current walkie-talkie equipment, and the benefits of moving to a two-way radio system that would offer secure communication between the office and the rest of the building. Mr. Mackall said each school would receive 24 units that would be used by designated staff, lunchroom and playground supervisors, and crossing guards assigned to each school's designated walking route. In response to Board member questions, Mr. Mackall pointed out that at present, the equipment would only be used to talk within one school and not school-to-school. He confirmed that the District would be applying for an FCC license for these radios. He pointed out they are not designed to take the place of a "panic button" to contact police, however they would allow all users to communicate directly with each other and the office

securely. Dr. Bender noted that the Crisis Communication Committee had explored the issue of being able to contact police or fire directly via radio, but that first responder channels are not open to other users.

Action Item 14-04-5

Action Item
14-04-5

It was moved by Board member Zimmerman and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the two-way radio purchase in the amount of \$30,423.00 to Graybar supply.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF BOARD OF EDUCATION GOAL/STUDENT
LEARNING #2 – 21ST CENTURY LEARNING PLAN**

Approval of Board
of Education Goal/
Student Learning #2
– 21st Century
Learning Plan

Director of Technology Bresnahan reviewed the recommendations from the Board Advanced Technology Committee (BATC), which were presented to the Board at the March 24 meeting. She noted that financial options had also been presented earlier in the winter as well. Dr. Bresnahan noted that the proposal emanates from the Strategic Plan adopted in 2010, the more recent efforts of the BATC to develop a 21st Century Learning plan, and the Board's consensus goals for 2013-15. She reviewed in detail the recommendations to expand iPads for grades K-2; fully implement 1:1 learning with Chromebooks for grades 3-8; and to continue to support other technology resources for student learning. She also highlighted key metrics from teachers, including data obtained from teachers who have participated in the Chromebook pilot to date about their support for a 1:1 Chromebook initiative, and results from the spring LoTi (Levels of Technology Innovation) survey indicating growth in technology skills and best practices. Dr. Bresnahan then highlighted key metrics from students and from parents, who were surveyed by BATC at the end of its parent education Tech Talk Week outreach regarding funding options that BATC used to build its recommendation.

Dr. Bresnahan then focused on the preferred method for supporting the 1:1 learning environment for students, which was option #4 – shared funding – presented in the March 24 report. She reviewed the components of the plan to include the District providing devices for students in grades 3-5, while parents would pay to purchase a device for their students' use in grades 6-8. She reviewed the budget impact over three years, including a savings of \$130,000 on

laptop replacement for 2014-15 if the 1:1 initiative is approved. Dr. Bresnahan also noted: the continuing need for devices for PARCC testing; the possibility of participating in a District 207-led consortium for Chromebook purchasing; the District's current pilot of instructional management software for the Chromebook; planned outreach to parents who may already own Chromebooks and payment options for extenuating circumstances if the initiative is approved; and compatibility of current curriculum resources with the Chromebook. With this final overview, Dr. Bresnahan recommended the Board approve the 21st Century Learning plan utilizing the shared fund scenario beginning in 2014-15.

Board President Borrelli thanked Dr. Bresnahan on behalf of the BATC for its diligence and many years of effort in bringing forward its comprehensive recommendation. He pointed out that at the previous meeting, Board members had expressed their support for 1:1 learning in principle and advancing the use of technology in the District. He then invited discussion by Board members on the proposal. Board members individually shared their views at length on the particulars of the recommendation, and asked clarifying questions. Dr. Bresnahan provided additional information on planning for a seamless transition in leadership with the new Superintendent and Director of Technology; the particular timing of the recommendation building upon groundwork laid over several years; the District's preparedness to do a full roll-out in grades 3-8 next fall; continuing professional development for teachers; and infrastructure capacity.

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

- Scott Kallen, Roosevelt School parent, expressed support for iPads and noted that the choice of personal device is critical.
- James Dombro, junior at Maine South High School, expressed support for iPads and presented information from his survey of fellow students regarding their experiences with Chromebooks.
- Susan Glines, Emerson Middle School teacher, expressed strong support for 1:1 but has uncertainties about the device selection.
- Jack Dombro, grade 7 Emerson Middle School student, shared his experience during MAP testing using a Chromebook.
- Nancy Pinkerton, parent, expressed support for 1:1 but has concerns about implementing it fully next year.
- Mark Schalke, Emerson Middle School teacher, expressed support for 1:1 but would prefer to have an opportunity to pilot other devices beyond the Chromebook.
- Paul Swanson, Emerson Middle School parent, questioned how devices would be used in the curriculum effectively from the start of the school year.
- Jean McGinnis, Maine South High School parent, urged a delay for further piloting with different devices school by school.
- Jon Dombro, parent, expressed various concerns, offered to share further information privately with the Board, and urged the Board to table the vote until the new Superintendent joins District 64.

- Caroline Schaab, Instructional Technology Coach at Roosevelt School, urged the Board to continue moving forward on this effort that began six years ago with the Strategic Plan technology action team, which she co-chaired.
- Jacob Knific, Maine South High School student, described his experiences working in the Chromebook repair center.
- Brett Balduf, Carpenter School Principal and District 64 parent, expressed his confidence that staff members at his school are ready to move forward with full implementation.
- Janice Oliva, Washington School parent and BATC member, urged the Board to vote yes for this proposal.
- Denise Reeder, Lincoln School Library Information Specialist, urged the Board to deploy devices across grades 3-8 so all students have access.
- Dawn O'Connor, Carpenter School teacher, stated her belief that the pilot year and working with the Instructional Technology Coaches has prepared teachers for the next step in going 1:1.

Board members then further discussed the proposal and shared their final thoughts about the overall recommendation, timing, staff preparedness, infrastructure, device selection, and other components of the plan. Dr. Bresnahan was asked about Maine District 207's experience with Chromebooks and other districts that are using the device.

ACTION ITEM 14-04-6

Action Item
14-04-6

It was moved by Board member Heyde and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the 21st Century Learning Plan including iPads for K-2; 1:1 Chromebooks for grades 3-8 using the shared funding scenario; and technology support (1.0 12-month FTE District Technologist).

It was then moved by Board President Borrelli and seconded by Board member Paterno to amend the motion: that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the 21st Century Learning Plan including iPads for K-2; 1:1 devices with administration to pick the devices for either grades 3-5 or 6-8 with administration to pick the grade level; and the technology support of a District technologist.

The votes on the amendment to the motion were cast as follows:

AYES: Paterno, Borrelli

NAYS: Collins, Zimmerman, Cameron, Heyde, Lee

PRESENT: None.

ABSENT: None.

The motion to amend failed.

The votes on the original motion were cast as follows:

AYES: Lee, Heyde, Cameron, Zimmerman

NAYS: Borrelli, Paterno, Collins

PRESENT: None.

ABSENT: None.

The motion carried.

FIRST READING OF POLICIES FROM PRESS ISSUES 83 AND 84

First Reading of
 Policies From
 PRESS Issues 83
 and 84

Dr. Bender noted that the Board policy liaisons had reviewed the policies, which will be included for approval on the May 19 consent agenda. Board member Paterno pointed out the changes being recommended to Policy 5:50.

CONSENT AGENDA

Consent
 Agenda

A. PERSONNEL REPORT

Lucas Cowden	Employ as District Network Manager at Jefferson School effective May 12, 2014 - \$82,500.00
Genevieve Chesney	Request Maternity / FMLA as a Social Worker effective 8/27/14 – 10/20/14 (tentative) - Lincoln School.
Elizabeth Cichy	Revision from March 24, 2014 Personnel Report, Maternity/FMLA start date is 5/19/2014.
Amanda Walsh	Resign as Technology Coach Teacher at Lincoln School effective June 13, 2014.

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

B. BILLS

10 – Education Fund -----	\$185,415.57
20 – Operations and Maintenance Fund -----	87,248.81
30 – Debt Services -----	-
40 – Transportation Fund -----	138,552.01
50 – Retirement (IMRF/SS/Medicare) -----	-
60 – Capital Projects -----	10,166.19
80 – Tort Immunity Fund -----	1,339.19
90 – Fire Prevention and Safety Fund -----	-

Checks Numbered: 117083 – 117262

Total: \$422,721.77

Payroll and Benefits for Month of March 2014

10 - Education Fund -----	\$3,880,205.19
20 - Operations and Maintenance Fund -----	232,711.84
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	90,830.02
80 - Tort Immunity -----	-

Checks Numbered: 10068 – 10188
Direct Deposit: 900050929- 900052634

Total: \$4,203,747.05

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

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING
MARCH 31, 2014

Financial updates are available on the District 64 website www.d64.org >
Departments > Business Services.

D. APPROVAL OF APPLICATION FOR MEMBERSHIP IN THE
CONSORTIUM FOR EDUCATIONAL CHANGE

E. APPROVAL OF BOARD POLICY 7:100

F. ACCEPTANCE OF DONATION

G. DESTRUCTION OF AUDIO CLOSED MINUTES

Board President Borrelli invited Dr. Hinton to report on the work of the Consortium. She noted that District 64 shares the annual cost with the Park Ridge Education Association (PREA), and has previously been a member.

ACTION ITEM 14-04-7

Action Item
14-04-7

It was moved by Board member Zimmerman and seconded by Board member Heyde that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of April 28, 2014, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Financial Update for the Period Ending March 31, 2014; Approval of Application for Membership in the Consortium for Educational Change; Approval of Board Policy 7:100; Acceptance of Donation; and Destruction of Audio Closed Minutes.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 14-04-8

Action Item
14-04-8

It was moved by Board member Paterno and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the minutes from the Special Board Meetings on April 14 and March 18, 2014; Regular Board Meeting on March 24, 2014; and the Closed Session on April 14, March 24, and March 18, 2014.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

BOARD MEMBER LIAISON REPORT

Board Member
Liaison Report

Board member Lee and Assistant Superintendent Hinton reported on the efforts of the Sustainability Committee to re-start initiatives, such as waste-free lunch and other efforts, which will be further identified at an upcoming meeting. Board member Lee also reported on the PTO/A Presidents' meeting held earlier in the day, and noted that the final May meeting will include both the outgoing and incoming leaders. She also reported on an ED-RED meeting focusing on cyberbullying. Dr. Bender announced that the Elementary Learning Foundation would present its 2014-15 grants at the May 19 Board meeting.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Bender and Business Manager Allard reported on the late collection of student fees update and the employee health insurance renewal rates. Dr. Bender noted that a memo of information on the electronic Board packet proposal had been provided. Reviewing the Board meeting schedule for 2014-15, Ms. Allard and Facility Director Mackall noted that the expansion of the "Beyond the Bell" program to all elementary schools would prevent any one school being an ongoing "home" for meetings, since the gyms would be utilized daily until 6:00 p.m. making routine set-up burdensome. Jefferson School was offered as an ADA compliant location that does not have this scheduling conflict. Board members offered alternative locations for

consideration. It was requested that the Board Operating Plan document be more clearly labeled with the "last update" date.

ADJOURNMENT

Adjournment

At 11:21 p.m. it was moved by Board member Paterno and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

President

Secretary

DRAFT

BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64

Minutes of the Committee-of-the-Whole: Finance
held at 6:30 p.m. on May 5, 2014
Field School - North Gym
707 N. Wisner, Park Ridge, IL

Board President Anthony Borrelli called the meeting to order at 6:35 p.m. Other Board members present were Dan Collins, Dathan Paterno, Scott Zimmerman, John Heyde, Vicki Lee and Terry Cameron. Also present were Assistant Superintendents Lori Hinton and Joel T. Martin, Director of Special Education/Pupil Services Jim Even, Director of Technology Terri Bresnahan, Business Manager Becky Allard, Assistant Business Manager Brian Imhoff and approximately five members of the public.

Board President Borrelli stated the purpose of the meeting was to discuss the first draft of the tentative budget for 2014-15. Business Manager Allard reported that the budget is designed to meet the requirements of the Illinois School Code and is required to be adopted by the end of the first quarter of the fiscal year, which is September 30. The budget is the plan to accomplish the educational and financial goals of the school district. The legal budget is reported by fund, she noted.

Ms. Allard responded to Board member questions throughout her presentation to help clarify understanding of the information.

For 2014-15, she pointed out that if capital projects were not considered, the Operating Funds budget expenditures would decrease 0.6% from the 2013-14 budget. As an overview, when capital projects are included, she stated Operating Fund revenues are expected to decrease by 1.5% to about \$70.1 million and expenditures are expected to increase by 0.3% to \$73.4 million. Over the year, she reported that the estimated Operating Fund balance including capital expenditures would decrease by about \$3.3 million, from about \$53.7 million anticipated on June 30, 2014 to \$50.4 million on June 30, 2015. Ms. Allard reported this would provide a fund balance ratio of 68.2%.

Ms. Allard then offered a detailed review of both revenues and expenditures. On the revenue side, she noted that 86% of the District's Operating Funds revenue is from local property taxes. She pointed out that property taxes are affected by the Property Tax Extension Limitation Law, which makes the annual increase subject to the lesser of 5% or the Consumer Price Index (CPI). The 2013 CPI of 1.5% impacts the 2014 levy year, while the District's revenue collections are affected in two fiscal years: the 2014-15 fiscal year for the 2014 spring collection, and the 2015-16 fiscal year for the second installment collections in fall 2014. Reviewing other revenue components, Ms. Allard discussed projected amounts for the Personal Property Replacement Tax, general state aid, other state and federal revenue, and other local income. She noted that local income reflects the shutdown of the elementary before and after school care program that is moving to Park Ridge Park District supervision in 2014-15.

Regarding general state aid, Ms. Allard pointed out that the \$6,119 per student "foundation level" when prorated and other weighting factors were applied resulted in District 64 receiving only \$342 per student in 2013-14. For the draft budget, Ms. Allard is using the same amount for 2014-15.

Turning to expenditures, Ms. Allard pointed out that when capital outlay is removed, salaries and benefits account for more than 84% of the Operating Fund budget. Ms. Allard reviewed budgeted expenditures for the Educational Fund, including breakdowns of the salary component, which is the largest area within that fund. She responded to many Board member questions related to staffing for the coming school year and the application of the District's class size guidelines. Ms. Allard also reviewed how the expenditures and revenues related to the Board's adoption of the 1:1 initiative were being addressed in the budget and/or would be added to the next draft. Ms. Allard then reviewed budgeted expenditures for the other funds, providing dollar amounts for each type of expenditure and percentage increases. She responded to many questions regarding expenditures for security upgrades, ongoing building maintenance, carpeting replacement, capital projects, and other items related to the District's facilities.

Ms. Allard noted that the financial projections from February 2014 typically are updated when the budget is adopted in its final form in September. Board members then discussed whether the financial projections could instead be updated when the tentative draft is adopted and actual performance from 2013-14 is available. Board members then discussed what major expenses might be forthcoming in the next two years. Ms. Allard recommended the Board consider reviewing the remaining projects for facilities after the remaining priority items have been completed at Field School. Dr. Hinton noted that the science curriculum will be reviewed beginning in 2014-15 and that expenditures for resources would be similar but allocated differently among textbooks, subscriptions and other areas.

It was agreed to delay adoption of the tentative budget from the June 23 to the July 14 meeting, so that comparisons could be presented to actual 2013-14 expenditures and revenues.

At 7:50 p.m., it was moved by Board member Zimmerman and seconded by Board President Borrelli to adjourn, which was approved by voice vote.

President

Secretary

Board Member Liaison Report

- Traffic Safety Meeting
- PTO/ A Presidents Meeting
- Sustainability Committee Meeting

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

**Board of Education Agenda
Monday, June 9, 2014
Special Board Meeting
Field Elementary School – North Gym
707 N. Wisner Avenue
Park Ridge, IL 60068**

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

Monday, June 9, 2014

TIME

APPENDIX

- | | |
|-----------|---|
| 6:30 p.m. | <p>Meeting of the Board Convenes</p> <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board
 • Public Comments
 • Discussion and Approval of Merit-Based Compensation for Building Administrators A-1 -- Superintendent Action Item 14-06-1
 • Discussion and Approval of Merit-Based Compensation for District Administrators A-2 -- Superintendent Action Item 14-06-2
 • Background and Approval of Merit Award Program 2013-14 A-3 -- Superintendent Action Item 14-06-3
 • Approval of Salary Increases for Secretarial Staff Effective July 1, 2014 A-4 -- Superintendent Action Item 14-06-4
 • Approval of Salary Increases for Custodial/Maintenance Staff Effective July 1, 2014 A-5 -- Superintendent Action Item 14-06-5
 • Approval of Salary Increases for Exempt Staff Effective July 1, 2014 A-6 -- Superintendent Action Item 14-06-6
 • Approval of Salary Increases for Technologist Staff Effective July 1, 2014 A-7 -- Superintendent Action Item 14-06-7 |
|-----------|---|

- **Approval of Salary Increases for Hourly Employees Effective July 1, 2014** A-8
 -- Superintendent Action Item 14-06-8

- **Consent Agenda** Action Item 14-06-9 A-9
 -- Board President
 - Bills
 - Approval of Technology Purchase

- **Board Member Liaison Report** A-10
 -- Board of Education
 - Elementary Learning Foundation Meeting

- **Other Discussion and Items of Information** A-11
 -- Superintendent
 - Upcoming Agenda
 - Memorandum of Information
 - Update on Board Goal/Student Learning #4-Instructional Technology
 - Minutes of District Committees (none)
 - Other

- **Adjournment**

Next Regular Meeting:

Monday, June 23, 2014
 Raymond Hendee Educational Service Center
 164 S. Prospect Avenue
 Park Ridge, IL 60068

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting, so we can make every effort to accommodate you or provide for any special needs.

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

**Board of Education Agenda
Monday, June 23, 2014
Hendee Educational Service Center
164 S. Prospect 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, June 23, 2014

TIME

APPENDIX

7:30 p.m.	<p>Meeting of the Board Convenes</p> <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board • Public Comments • Judith L. Snow Awards A-1 -- Superintendent and ELF Representative • Update on Board Goal/Communications #1-Website A-2 -- Public Information Coordinator • Resolution #__ for Transfer of Interest Funds from Working Cash to Educational Fund A-3 -- Business Manager Action Item 14-06-10 • Resolution #__ for Transfer of Interest Funds from Debt Service to Educational Fund A-4 -- Business Manager Action Item 14-06-11 • Resolution #__ for Prevailing Wage A-5 -- Business Manager Action Item 14-06-12 • Consent Agenda Action Item 14-06-13 A-6 -- Board President <ul style="list-style-type: none"> • Personnel Report • Bills, Payroll, and Benefits • Approval of May Financials ending May 31, 2014 • Approval of Authorized Signatures for Banking with J.P. Morgan/Chase • Approval of Resolution with PMA Financial Services • Destruction of Audio Closed Minutes • Approval of Minutes Action Item 14-06-14 A-7 -- Board President <ul style="list-style-type: none"> • Special Board Meeting Minutes.....June 9, 2014
-----------	---

- Regular Board Meeting Minutes.....May 19, 2014
- Closed Session Minutes.....May 19, 2014

- **Board Member Liaison Report** A-8
 -- Board of Education

- **Other Discussion and Items of Information** A-9
 -- Superintendent
 - Upcoming Agenda
 - Memoranda of Information
 - Follow-up on Collection of Student Fees
 - Update of Student Achievement – MAP Testing
 - Update on Summer Construction Projects
 - Minutes of District Committees (none)
 - Other
 - Update on Summer Construction Projects

- **Adjournment**

Next Meeting: Friday and Saturday, July 11 and 12
 Board Retreat
 Emerson Middle School
 8101 N. Cumberland
 Niles, IL 60714

Next Regular Meeting: Monday, July 14 – 7:30 p.m.
 Jefferson School
 8200 Greendale
 Niles, IL 60714

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting, so we can make every effort to accommodate you or provide for any special needs.

MEMORANDUM OF INFORMATION

#027

2013-2014

To: Board of Education
From: Brian Imhoff, Assistant Business Manager **BI**
Date: May 19, 2014
Subject: Follow-up on Collection of Student Fees

Current School Year (2013-14)

The table in Attachment 1 shows the monthly history of the District's unpaid student fees for 2013-14. The numbers reported do not include students who qualify for fee waivers. Unpaid fee reminder letters were sent to parents by District 64 on September 30, October 30, and December 4. The December 4th letter specifically stated that failure to pay would result in the account being turned over to a collection agency in January.

All unpaid fees were submitted to the collection agency on January 21st unless the parent had set up a formal installment payment plan with the District. As noted in the table, the District has collected approximately \$33,000 of unpaid fees related to the 2013-14 school year since the collection agency began its efforts. The collection agency has retained \$1,177 of the amount collected in accordance with the contract with the District for providing its services.

Previous Two School Years (2011-12 and 2012-13)

As requested by the Board of Education, the District sent a final collection letter on January 21, requesting payment within 30 days from any family that owed student fees from the 2011-12 or 2012-13 school year. On February 24th, all remaining unpaid fees were submitted to the collection agency. A history of the unpaid fee totals for 2011-12 and 2012-13 since submitting to the collection agency is shown below:

Date	Unpaid Fee Balance
February 24, 2014	\$ 77,067
March 18, 2014	\$ 75,942
April 22, 2014	\$ 73,083
May 13, 2014	\$ 71,858

Review of Unpaid Student Fees 2013-14

Building	May 13, 2014		April 22, 2014		March 18, 2014		February 19, 2014		January 20, 2014	
	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue
Carpenter	17	\$ 2,127	15	\$ 2,073	17	\$ 2,709	19	\$ 3,642	22	\$ 4,147
Field	12	\$ 2,281	11	\$ 2,347	14	\$ 3,047	20	\$ 4,330	23	\$ 4,740
Franklin	23	\$ 4,841	22	\$ 4,765	24	\$ 5,023	29	\$ 6,150	38	\$ 7,891
Roosevelt	22	\$ 4,793	23	\$ 4,833	27	\$ 5,129	32	\$ 6,454	44	\$ 8,708
Washington	13	\$ 2,030	15	\$ 2,470	19	\$ 3,227	26	\$ 4,713	29	\$ 5,277
Jefferson	1	\$ 37	1	\$ 37	1	\$ 56	3	\$ 133	2	\$ 117
Emerson	44	\$ 12,789	46	\$ 13,217	52	\$ 14,820	65	\$ 18,396	79	\$ 23,180
Lincoln	41	\$ 11,659	41	\$ 11,930	44	\$ 12,521	57	\$ 15,244	70	\$ 19,407
Total	173	\$ 40,557	174	\$ 41,672	198	\$ 46,532	251	\$ 59,062	307	\$ 73,467

Building	December 10, 2013		November 12, 2013		October 17, 2013		September 10, 2013		Change since Sept 10
	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue	Number of Unpaid Students	Lost Revenue	
Carpenter	30	\$ 5,904	38	\$ 7,430	42	\$ 7,865	90	\$ 14,588	\$ 12,461
Field	37	\$ 7,422	42	\$ 8,084	55	\$ 10,396	101	\$ 14,372	\$ 12,091
Franklin	45	\$ 9,295	55	\$ 11,082	62	\$ 12,055	107	\$ 15,936	\$ 11,095
Roosevelt	55	\$ 11,216	67	\$ 13,092	74	\$ 14,287	123	\$ 23,116	\$ 18,323
Washington	37	\$ 6,714	43	\$ 8,196	61	\$ 11,475	98	\$ 16,335	\$ 14,305
Jefferson	2	\$ 138	2	\$ 138	3	\$ 252	18	\$ 1,764	\$ 1,727
Emerson	90	\$ 26,566	101	\$ 28,984	119	\$ 33,158	190	\$ 41,396	\$ 28,607
Lincoln	76	\$ 21,863	90	\$ 26,046	109	\$ 31,549	167	\$ 40,834	\$ 29,175
Total	372	\$ 89,118	438	\$ 103,052	525	\$ 121,037	894	\$ 168,341	\$ 127,784

Note: Of the unpaid total at May 13th, the District has \$1,475 committed to be paid through installment plans.

TO: Members of the Board of Education

FROM: Dr. Lori Hinton, Assistant Superintendent for Student Learning

DATE: May 19, 2014

RE: Update from the Department for Student Learning

The following is an update on current activities within the Department for Student Learning:

PARCC Field Testing

The PARCC assessment will replace the ISAT next school year in reading and math. Selected District 64 classrooms are participating in PARCC field testing this year. In March, students participated in the "Performance-Based" PARCC assessment. In mid and late May, students will participate in the "End of Year" piece of this assessment. The purpose of field testing is to validate questions for next year's state-wide implementation of the PARCC. Although we will not receive the results of this assessment, the field test has enabled us to prepare for next year's implementation by learning more about the test format and the required technology. Students participating in both the "Performance-Based" PARCC and the "End of Year" PARCC, were not required to take the ISAT for the tested subject area. This will impact our ability to interpret ISAT results district-wide and school-wide for some grade levels.

Illinois Youth Survey Update

Emerson Middle School 6th and 8th grade students participated in the Illinois Youth Survey on April 30. Parent notification was mailed home to Emerson families prior to this date. This revised notification included survey administration information, updated links to the actual survey questions, and a parent opt-out form. The Illinois Youth Survey is administered every other year in District 64 to all 6th and 8th grade students. The notification protocol implemented at Emerson will become our new standard protocol for future survey administration. Survey results will be available later this summer and will be shared with the Board.

5th Grade Outdoor Education

This spring, the Board of Education addressed concerns from the Administrative Team regarding the Fifth Grade Outdoor Education program. The Administrative Team has followed up on four issues related to these discussions. First, the District 64 Board attorney was able to make small revisions to the contract with YMCA Camp Duncan. Second, the attorney also revised the parent chaperone application and waiver, as well as the student waiver. Third, the Principal Team and I collaborated with a representative from Camp Duncan to design additional "on-site" chaperone training. Because Carpenter School

attended Camp Duncan later in March, we were able to implement this new training and found that it reinforced many important topics related to chaperone responsibilities. We will continue to implement this additional training next year. Finally, we have designed a plan to staff the three-day Camp Duncan experience with two nursing shifts. This will alleviate the burden that has been placed on District 64 staff through the original staffing plan. Under this new plan, one shift will be staffed by a District 64 nurse and the second shift will be staffed by an outside registered nurse. The outside RN will be trained by a District 64 nurse prior to Camp Duncan. As we discussed this spring, this staffing model will increase each student's Camp Duncan fee by \$12.00.

Professional Development

At the end of April, District 64 hosted a workshop by world-renowned author and consultant Dr. Jim Knight. Dr. Knight's presentation focused on the four areas for school improvement that have the most significant positive impact on student learning: content planning, formative assessment, high impact instruction, and community building. This information will provide a framework for our professional development planning as we move into next year.

This coming early release Wednesday, all teachers will participate in a Google Hangout sponsored by the Consortium for Educational Change and the Illinois Education Association. As you know, the Board recently approved District 64's membership in the Consortium for Educational Change, an organization that provides ongoing support for district improvement. In collaboration with our regional UniServ Director, a consultant from the CEC will provide an overview of the Performance Evaluation Reform Act, which impacts the development of our District 64 evaluation tool.

Math Curriculum Adoption Update

As you know, District 64 adopted a new core math resource last spring. As we wrap up our first year of implementation, we are collecting data about our instructional pace and the strengths/limitations of this resource. This summer, teachers will collaborate to map the curriculum based on this data, and identify supplemental resources and activities as needed. More information about this summer project will be shared this fall.

Next Generation Science Standards (NGSS)

As I shared at the May 5, 2014 Board Meeting, Illinois has adopted the Next Generation Science Standards. In District 64, they will be fully implemented during the 2016-17 school year. Under the direction of our Middle School Science Department Chair, middle school teachers are currently reviewing the standards as well as the curriculum progression model recommended by ISBE. Under the leadership of our Elementary Science Curriculum Specialist, elementary teachers have formed a Science Curriculum Review Committee. The committee met for the first time last week to review the NGSS and plan for future meetings next school year.

PARK RIDGE-NILES SCHOOL DISTRICT 64
164 S. PROSPECT AVENUE
PARK RIDGE, IL 60068

****Note to Requester:** Retain a copy of this request for your files. If you eventually need to file a Request for Review with the Public Access Counselor, you will need to submit a copy of your FOIA request.

Date Requested: April 15, 2014

Request Submitted By: E-mail U.S. Mail Fax In Person

Name of Requester: Carolina Y. Sales

Street Address: 8 Berry Parkway

City/State/County Zip (required): Park Ridge, Illinois, Cook County 60068

Telephone (Optional): 773-780-9991 E-mail (Optional) csales@bauch-michaels.com

Fax (Optional): 312-427-5709

Records Requested: *Provide as much specific detail as possible so the public body can identify the information that you are seeking. You may attach additional pages, if necessary.

All documents related to the disciplinary proceedings against Norita "Dee Dee" Kramer that resulted in the District 64 Board of Education's imposition of a 3-day unpaid suspension,

Do you want copies of the documents? YES or NO
--Do you want electronic copies or paper copies? electronic
--If you want electronic copies, in what format? PDF, TIFF or JPEG

Is this request for a Commercial Purpose? YES or NO
(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose, if requested to do so by the public body. 5 ILCS 140.3.1(c)).

Are you requesting a fee waiver? YES or NO
If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety, and welfare or legal rights of the general public. 5 ILCS 140/6(c)).

Office Use Only 2010-
Date Requested _____
Date Due _____

(312) 454-1340
FAX (312) 454-1528

International Brotherhood of Electrical Workers

LOCAL NUMBER 134
600 WEST WASHINGTON BOULEVARD
CHICAGO, ILLINOIS 60661-2490



RECEIVED

MAY 02 2014

April 30, 2014

BOARD OF EDUCATION
DISTRICT 64

Ms. Madelyn Wsol / Ms. Bernadette Tramm
Freedom of Information Officers
Park Ridge-Niles School District 64
164 S. Prospect
Park Ridge, IL. 60068

Dear Ms. Wsol and Ms. Tramm Freedom of Information Officers:

Re: District Construction Budget Information Request

My name is Mike Nugent and I am a Business Representative for the International Brotherhood of Electrical Workers LU 134. I am requesting the information in question via the Freedom of Information request process as designated by state and federal statutes. I am requesting the following information:

1. The location of all electrical construction projects that are to take place on District property from April 15, 2014 thru October 31, 2014. Please identify by the facility name and exact address.
2. The scope of work for each construction project and the estimated cost of each project as noted in No. 1 above.
3. The business name, business address, business phone and fax numbers for each general contractor and all subcontractors that are contracted by the District or their designated agents to perform any/all construction work at the locations identified in No. 1 above.

Please respond via e-mail via mnugent@local134.org or fax on 312-454-1528.

I would like to thank you in advance for your timely response to my FOIA. If you should have any questions regarding my request I can be reached at 312-474-4149.

Mike Nugent, Business Representative, IBEW LU 134



Madelyn Wsol <mwsol@d64.org>

FOIA request: Erin's Law education plan1 message

Johnson, Jennifer <jjohnson@pioneerlocal.com>

Wed, May 7, 2014 at 11:30 AM

To: Madelyn Wsol <mwsol@d64.org>

RE: Illinois FOIA Request

Dear Madelyn:

Pursuant to the Illinois Freedom of Information Act, 5 ILCS 140, I am requesting the following:

A copy of District 64's action plan for implementing the requirements of Erin's Law (age-appropriate sexual abuse and assault awareness and prevention education) into the elementary and middle school curriculum.

As a representative of the news media I ask that you waive any applicable fees. Release of the information is in the public interest because it will contribute significantly to public understanding. Through this request, I am gathering information that is of current interest to the public. This information is being sought on behalf of Pioneer Press Newspapers for dissemination to the general public. As a newspaper journalist, I am primarily engaged in disseminating information to the public.

As this information is of timely value, I would appreciate your communicating with me by telephone or e-mail if you have questions regarding this request. Thank you for your assistance.

Jennifer Johnson
Staff Writer
Park Ridge Herald-Advocate
Pioneer Press/Sun-Times Media
350 Orleans, 10th floor
Chicago, IL 60654

Phone: (630) 200-8301

parkridge.suntimes.com

www.facebook.com/prheraldadvocate

Twitter: @Jen_Pioneer



DISTRICT 64 WELLNESS COUNCIL

May 13, 2014

- Whole Foods Fundraiser Proceeds

Total funds raised on 3/17/14: \$3038.05. Decision to be made as soon as possible, on how to utilize funds. Must benefit district 64 students. Discussed various ideas: wellness assemblies, cooking classes, fitness testing materials, school gardens. Dr. Bender will mention to PTO presidents and principals, for project ideas and collaboration.

- Progress on Goals

For the 13/14 school year the Council, in conjunction with school teams, focused on 2 goals: Encouraging Staff Wellness and Engaging Parents and Community

Staff Wellness activities included: fitness center access, yoga classes, Pedometer Challenge, "Just for the Health of It" flyers, Whole Foods fundraiser. It was felt that district staff are becoming more familiar with WC goals and activities.

The Whole Foods fundraiser facilitated connection with parents/students and the local community, especially since we had WC information available at Whole Foods, in addition to district staff working as volunteers.

- Pedometer Challenge

Activity has been well received. Field School is next, with Jefferson to follow. Pedometers purchased by WC are no longer functioning as well as they should. It was suggested that if the Challenge were to be held again, staff may use their own pedometers.

- Toilet Talk: Just for the Health of It

Positive comments received on these staff-only newsletters. Will continue posting newsletters next school year.

- Staff Cooking Class

Due to a change in Self-Directed Wednesday, WC was unable to schedule a Whole Foods cooking class for staff at Emerson. Will pursue this activity next year.

- Next Meeting

Will meet in September. Date to be determined.

Submitted by M. Temari

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

Minutes of the meeting
held at 4:00 p.m. Tuesday, May 6, 2014
Jefferson School, 8200 Greendale, Niles, IL 60714

Attendees:

Superintendent Philip Bender
Chief Frank Kaminski, Park Ridge Police
Cmdr. Jason Leavitt, Park Ridge Police
Adm. Sgt. Bob Tornabene, Niles Police
Kathy Jozwiak, Park Ridge Crossing Guard Liaison
Jane Everett, Field School staff
Leslye Lapping, Jefferson Coordinator Ext. Day/Preschool Services
Athanasia Albans, Roosevelt School Assistant Principal
Dan Walsh, Franklin School Principal
Jessica Hutchinson, Washington School Principal
Scott Mackall, Director of Facility Management

Dr. Bender called the meeting to order at 4:05 p.m.

District 64 Update

Dr. Bender reported that the last day of school will be Friday, June 13 and will be a full day of student attendance. He requested additional police presence at all schools that day for traffic and safety support. Summer school begins Tuesday, June 17 through Wednesday, July 23 (no school July 4) at Washington Elementary (grades K-3) and Lincoln Middle School (grades 4-7). Jefferson will conduct its camp over the summer from 7:00 a.m. to 6:00 p.m., but will operate over a lengthier period. The first day of school for 2014-15 is Tuesday, August 26 and is a full day of school for all students. "Beyond the Bell" before and after school care under the supervision of the Park Ridge Park District will be expanded to all elementary schools in the coming year; a representative will be joining the Traffic Safety Committee next year.

City of Park Ridge Police

- **Cell phones:** Chief Kaminski encouraged schools to note the license plate number of anyone seen using a cell phone illegally and send to the police. The police will send a warning letter to the registered owner of the vehicle.
- **Centennial Park Pool Renovation** - Chief Kaminski reported that the District would be updated as the renovation continues. Principals will be notified over the summer of any disruptive construction activities and/or road closings.

Village of Niles Police

Adm. Sgt. Tornabene reported that they are in the process of adding "No Turn on Red" signs northbound on Prospect Avenue at Oakton Street. Police also will be looking into placing a stop sign southwest bound on Greendale in front of across from Emerson/Jefferson.

School Reports

▪ **Jefferson**

Principal Lapping reported that Niles police were contacted regarding a parking conflict that arose between parents along Greendale Avenue earlier that day. She noted that broken glass also had been found over the weekend on the playground, which was cleaned up by custodians. Niles police reported there were several incidents of older children breaking glass around the neighborhood.

- **Field**

Jane Everett noted that they continue to direct students to bypass the parking lot when walking to/from school. She also thanked police for their continuing vigilance of playground areas after school hours. Dr. Bender announced that the Board had approved the HVAC improvement project at Field, which will begin immediately at the end of school; areas adjacent to the school will be fenced off for safety.

- **Roosevelt**

Assistant Principal Albans and Facility Management Director Mackall were working to alleviate a problem reported by a school neighbor about parent vehicles parking over the curb and damaging the lawn. **ACTION:** Ms. Albans will be contacting Park Ridge City Engineer Sara Mitchell to discuss the possibility of either adding a crosswalk or signage to help those crossing Talcott Road and Prospect Avenue; the corner is a blind spot and poses an increased risk for accidents.

- **Carpenter**

Ms. Jozwiak reported on behalf of the school that traffic continues to have typical problems, with cars that double or triple park, causing traffic back-ups, and drivers using cell phones illegally. She noted that glass also has been found on school grounds. Continued police presence is always welcomed.

- **Franklin**

Principal Walsh reported that the Beat Officer has been very helpful for his thoroughness and assistance as issues arise. He would like to add a Kiss 'n Ride near Dee Road and Birch Street, which would be especially useful during the winter months. He reported that the Scouts recently conducted a helpful clean up outdoors.

- **Washington**

Principal Hutchison reported that things are going well, and that many reminders have been sent to urge parents to cross at the designated crosswalks. Police have greatly helped with their supervision. She reported police also had been helpful in having an increased presence over the weekend when the security system was not messaging correctly. She also announced that City Engineer Mitchell had contacted her about upcoming sewer work at Stewart and Western avenues that would impact traffic flow at the school.

- **Lincoln**

No report.

- **Emerson**

No report.

First Meeting of 2014-15

The first meeting will be held at 3:00 p.m. on Tuesday, August 12 at Roosevelt School in the Learning Resource Center, 1001 S. Fairview, Park Ridge. An agenda confirming the location, date and time will be sent over the summer.

The meeting was adjourned at 4:47 p.m.

Minutes submitted by Sia Albans

Park Ridge-Niles School District 64 Sustainability Committee
Minutes of Meeting on May 8, 2014 at 4:00 p.m.
District 64 Educational Service Center
164 S. Prospect Ave., Park Ridge, IL 60068

Attendance:

Dr. Lori Hinton, Assistant Superintendent for Student Learning
Vicki Lee, Board of Education Liaison
Scott Mackall, Director of Facility Management
Bernadette Tramm, Public Information Coordinator
Brett Balduf, Carpenter School Principal
Debbie Graziano, Carpenter School
Kathy Jozwiak, Carpenter School parent
Tim Benka, Emerson Middle School Assistant Principal
Kristen Graack, Emerson Middle School
Cathy Murges, Emerson Middle School
Maureen Lones, Field School
Andy Duerkop, Lincoln Middle School
Sia Albans, Roosevelt School Assistant Principal
Andrew Bielenda, Roosevelt School
Linda Thomas, Roosevelt School
Andrea Bochat, Washington School parent

Dr. Hinton called the meeting to order and began with discussion of the three-year planning template for three strategies related to sustainability. The committee decided to focus initially on Strategy 1: *Develop daily student and staff habits which result in **ENVIRONMENTAL PROTECTION** and conservation.*

Two action steps were identified for this area:

- [Establish, communicate, and consistently implement the process for recycling at each school \(classroom & lunchroom\)](#)
- [Identify the action steps for implementing a Waste Free Lunch program](#)

The committee then divided into two groups to develop the action steps, timeline, resources and persons responsible for each step.

Following this work period, the committee reconvened and shared their worksheets. After further discussion, it was agreed that Dr. Hinton would begin working with principals to identify leadership for these initiatives at each school. The subcommittee on the waste free lunch program also planned to meet again in coming weeks to further develop the action steps. The goal for both initiatives is to return in fall 2014-15 with more defined checklists to begin implementation, according to the three-year plan.

Next Meeting

The committee will meet again on Thursday, September 18 at 4 p.m. at the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

The meeting was adjourned at 5:35 p.m.

Minutes submitted by Bernadette Tramm

FANNING HOWEY

May 19, 2014

Dr. Phillip V. Bender, Superintendent
Park Ridge-Niles CCSD 64
164 South Prospect Avenue
Park Ridge, IL 60068

Re: Carpenter Elementary School Mechanical Upgrades
Park Ridge-Niles CCSD 64
Park Ridge, IL
Project No. 211143.01

Dear Dr. Bender:

Fanning Howey continues to work on the Carpenter Elementary School with the installing Contractors of the new HVAC system. We are providing the following update.

1. On Wednesday May 7, 2014, representatives from Fanning Howey, F.E. Moran, and LG met with teachers and staff from Carpenter School, as well as District administration.
 - a. We discussed different options in getting the cold air from the floor of each classroom. It seems there remains a lot of stratification of each classroom with the cool air laying heavily on the lowest 36 inches.
 - b. The system, as designed, brings fresh air into each classroom at the ceiling with a return air outlet in the ceiling as well.
 - c. The old return-air wall grilles remain with the ductwork to the attic, where each is capped with sheet metal.
 - d. It was agreed to remove several sheet metal caps to determine if we find a difference in temperature stratification. Scott will use data loggers to collect data for review. It may be necessary to connect and exhaust these return air grilles to make sure we are removing that layer of cold air, and inducing good air mixing within the classroom.
 - e. Fanning Howey is finalizing the design for electric heat in the 4 classrooms, vestibules, and corridors as discussed. It is essential we get that Work complete this summer.
 - f. Any Work done with the return air will be completed when the students are back-in school and before winter sets-in.

ARCHITECTURE | ENGINEERING

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

of the space needs to be lowered to meet the space needs. It was confirmed today the sensor is accurate, and the LG system is controlling to temperature it is being provided from the space.

- f. Screen shots were taken of all classrooms set points and current temperatures. These are provided on the following drop box link. <https://www.dropbox.com/sh/bot60filu4bsam1/AADIU2urDd71HVFYqDNpbS5Aa> This was taken from 8:20 – 8:40 a.m. on May 14, 2014. As indicated, almost all rooms are within the dead band of set point and many are directly on set point. *Conclusion: The LG system is controlling and functioning as designed.*
 - g. Additional Note: Units 134-1 and 155-1 were off on alarm this morning. 134-1 not being able to stay on is likely contributing to occupant discomfort referenced. This was a condensate alarm. Per Vince, Room Nos. 117,118, and 119 have also regularly tripped on this alarm. Per Vince's e-mail, there is a broken condensate line out of the building. *Conclusion: F.E. Moran is to address the condensate issue.*
 - h. Additional Note: In discussing with the occupants today, the largest issue heard is that the units in classrooms are not doing the same thing. Note they are being controlled off independent sensors and in auto mode there is the possibility they can do this. *Conclusion: This will need to be discussed with the design team as to additional options to prevent this from occurring.*
 - i. Additional Note: On the screen capture, you will note the ERV operation is indicated. Per email sent earlier this evening, Greenheck and Brucker will be on-site on Tuesday to address issues with the ERVs.
4. Remaining MAS / LG Action Items:
- a. Adjust and lock louvers to highest angle.
 - b. Provide addresses on 120 room units to F.E. Moran to have Delta confirm control of proper units.
 - c. Confirm all 120 units are maintaining set points.
 - d. Help to insure Greenheck / Bruckner addresses the control of the ERVs
5. Greenheck will have 2 people visit the site on May 20, 2014 to evaluate the operation of these units. We will inspect and review the following:
- a. BAS control interface.
 - b. Compressor sequence of operations.
 - c. Condenser water temperature.

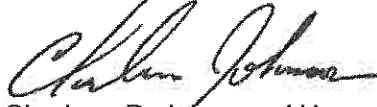
Dr. Phillip V. Bender, Superintendent
Carpenter Elementary School Mechanical Upgrades
Park Ridge-Niles CCSD 64
Park Ridge, IL
Project No. 211143.01
May 19, 2014
Page 4

- d. Condenser water flow (GPM).
 - e. Unit dehumidification set points and sequence of operations.
 - f. Enthalpy wheel operation.
 - g. Damper operation.
 - h. VFD set points
6. Consideration is being given to bringing in a third party commissioning firm to do functional testing on the heating and cooling equipment to assure each unit is operating exactly as specified. Fanning Howey will lead that effort.

All parties will remain engaged with the result of addressing every concern the Board, administration, and staff with regard to the effective operation of the heating and cooling system at Carpenter Elementary School.

Sincerely,

FANNING HOWEY



Charlene D. Johnsos, AIA
Project Executive

cdj/mm