

# 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.	<b>Meeting of the Board Convenes</b>	
	• Roll Call	
	• Introductions	
	• Opening Remarks from President of the Board	
	 • <b>Judith L. Snow Awards</b>	<b>A-1</b>
	-- Superintendent and ELF Representative	
	 • <b>Public Comments</b>	
	 • <b>Report on Spring MAP Testing</b>	<b>A-2</b>
	-- Assistant Superintendent for Student Learning	
	 • <b>Resolution # 1121 for Transfer of Interest Funds from Working Cash to Educational Fund</b>	<b>A-3</b>
	-- Chief School Business Official <b>Action Item 14-06-13</b>	
	 • <b>Resolution # 1122 for Transfer of Interest Funds from Debt Service to Educational Fund</b>	<b>A-4</b>
	-- Chief School Business Official <b>Action Item 14-06-14</b>	
	 • <b>Resolution # 1123 for Prevailing Wage</b>	<b>A-5</b>
	-- Chief School Business Official <b>Action Item 14-06-15</b>	
	 • <b>Consent Agenda</b>	<b>A-6</b>
	-- Board President	
	• Personnel Report	
	• Bills, Payroll, and Benefits	
	• Approval of May Financials ending May 31, 2014	
	• Approval of Resolution with PMA Financial Services	
	• Approval of Maine Township School Treasurer Depositories	
	• Approval of Bid for Asbestos Removal	
	• Destruction of Audio Closed Minutes (none)	
	 • <b>Approval of Minutes</b>	<b>A-7</b>
	-- Board President	
	• Special Board Meeting Minutes.....June 9, 2014	

- Closed Session 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
  - Memorandum of Information
    - Follow-up on Collection of Student Fees
  - Minutes of District Committees (none)
  - Other
    - Update on Summer Construction Projects
    - Discussion of Student Fees for 2014-15 School Year

- **Adjournment to Closed**  
 -- 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 Meetings:      Monday, June 30, 2014 – 6:30 p.m.  
                              Special Board Meeting  
                              Closed Session  
                              Hendee Educational Service Center  
                              164 S. Prospect Avenue, Park Ridge, IL 60068

Monday, July 7, 2014 – 6:30 p.m.  
 Special Board Meeting  
 Closed Session  
 Hendee Educational Service Center  
 164 S. Prospect Avenue, Park Ridge, IL 60068

Friday, July 11, 2014 – 5:30 p.m.  
 Emerson Middle School - LRC  
 Special Board Meeting  
 8101 N. Cumberland, Niles, IL 60714

Saturday, July 12, 2014 – 8:30 a.m.  
 Emerson Middle School - LRC  
 Closed Session

Next Regular      Monday, July 14, 2014 – 7:30 p.m.  
 Meeting:            Jefferson School – Multipurpose Room  
                              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.

Upcoming Meetings and Topics  
As of June 18, 2014

June 30, 2014 – Hendee ESC

Special Board Meeting – 6:30 p.m.

- Review Candidates for Board Vacancy

Closed Session

July 7, 2014 – Hendee ESC

Special Board Meeting – 6:30 p.m.

- Review Candidates for Board Vacancy

Closed Session

July 11, 2014 - Emerson School - LRC

Special Board Meeting - 5:30 p.m.

- Appointment of New Board Member
- Administration of the Oath of Office for Newly Appointed Board Member
- Election of Board Secretary

Board Retreat – 6:15 p.m.

July 12, 2014 – Emerson School - LRC

Closed Session – 8:30 a.m.

July 14, 2014 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:30 p.m.

- Adoption of Tentative Budget for 2014-15 and Establishment of Public Hearing Date
- Resolution # \_\_ Regarding the School District to Pay Certain Invoices Prior to Board Approval of the August 25, 2014 Regular Board of Education Meeting
- Discussion of Superintendent Merit Award Program
- Approval of June Financials Ending June 30, 2014
- Approval of Student/ Parent Handbook 2014-15 (consent)
- Approval of Bid for Roofing Repairs (consent)
- Approval of Bid for Concrete Replacement (consent)
- Approval of Bid for Flooring Replacement (consent)
- Appointment of Hearing Officer (consent)
- Update on Year 1 Implementation of Math Program (memo of information)
- Senior Tax Exchange Program (memo of information)
- Update on Summer Construction Projects (other)
- Photo Session

August 11, 2014 – Jefferson School – Multipurpose Room

Committee-of-the-Whole

August 25, 2014 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:30 p.m.

- Preliminary Enrollment Report
- Approval of June Financials Ending July 31, 2014
- Update on Summer Construction Projects (other)
- Update on Institute Day & Opening Day of School (other)

September 8, 2014 – Jefferson School – Multipurpose Room

Committee-of-the-Whole: Finance

- Public Hearing on the Budget
- Board Reviews Final Draft of 2014-15 Budget

#### Upcoming Board Topics

- Sixth Day of Enrollment Report (9/22/14)
- Board Adopts the 2014-15 Budget (9/22/14)
- Recognition of Blue Ribbon Award - IAHPERD (12/15/14)

#### TBD

- Review of Plans for Institute Day & Opening Day of School
- First Reading of Balance of Policies from PRESS Issue 82
- Approval of Balance of Policies from PRESS Issue 82
- Report on English Language Learners and Changing Needs
- Discussion on Class Size Determination Process
- Plans for Community Finance Committee
- Progress Report on 2013-14 District-wide Priorities & Strategic Plan Activities (memo of info.)
- Discussion of the Education Adequacy Study

The above are subject to change.

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



## **Helping District 64 Reach New Heights**

**District 64 Elementary Learning Foundation**

### **Judith L. Snow Award Winners 2014**

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

These students are all outstanding examples of ethical leaders in our middle schools. It is my great pleasure to present them to the members of District 64's Board of Education as the 2014 Judith L. Snow Ethical Leadership Award Winners.

Respectfully submitted,  
Angela Burns, Judith L. Snow Award Chair

### **EMERSON MIDDLE SCHOOL**

**Dina Salemi** leads by doing. She is a well-rounded student who brings leadership and a strong work ethic to the classroom. Dina has been described by her teachers and community leaders as compassionate, thoughtful and humble. Dina is active in many school programs. She was selected to be a Soaring Eagle student leader in which she assists new students and their parents as they navigate middle school. Dina also is a cheerleader and participant in the fine arts program. Outside of school Dina exhibits ethical leadership, as she is an active member in her youth group at church. Through her church she actively participates in providing sack lunches for the homeless, collects money for the Maine Township Food Pantry, and donates blankets to a local animal shelter. Dina is very close with her family and she is a caregiver to her grandfather. Dina's compassionate personality reflects in her goals for her future in which she hopes to get an internship at Lutheran General Hospital to work with patients and those in need.

**Matthew Massari** is a positive, dedicated student and leader. He was selected to be a Soaring Eagle to help younger students transition into middle school. Matthew is fondly referred to as "our Matt" by the special education teachers and his buddies who are part of the Best Buddies Program at Emerson. The Best Buddies program encourages relationships and activities with students that have special needs. For the past two years Matt said his best buddies taught him about friendship: "I entered the Best Buddies program hoping to make a difference in their lives and it turned out they made a big difference in mine." Family and community are both important to Matt. A family friend is in Afghanistan and Matt started to think about the soldiers who are serving. As a result, Matt put together care packages for the troops in Afghanistan. He is a lector at his parish, and participates in many fundraisers through his church. He participates in a fundraiser every year for Neurofibromatosis where he hopes to see or be part of a cure someday. He is responsible and a great role model for his peers and younger students.

### **LINCOLN MIDDLE SCHOOL**

**Brandon Christopher** is a caring and dependable individual. Whether at school, church or out in the community he is seen as a leader among adults, peers and younger people. He is a top saxophone player in the Lincoln band and jazz band. He was selected by audition to be in the Illinois Music Education Association (IMEA) band and performed at a festival with other highly talented young musicians. He is often called upon to mentor younger students at school and church. At Lincoln, he is a WEB (Where Everyone Belongs) Leader. In this role, he guides 6<sup>th</sup> grade students as they adjust to a new school. Also at Lincoln, most mornings he can be found arriving early to share his talents with younger band students by assisting with their practices. At church, he volunteers as an alter server and a babysitter for toddlers. He also works and greets guests at area soup kitchens. He is a role model for his peers as well as younger students. It has been noted that whatever Brandon is doing, he is doing it with a smile.

**Julia Economy** is a well-rounded individual with strong ethics. She not only excels in the classroom, but also is a talented athlete. She was selected captain of both her basketball and soccer teams. As a team captain her goal is to see all players treated fairly and have everyone's skills improved upon. She also feels strongly about giving back to her community. She is the vice president of her church's youth group. The group travels around the Chicagoland area helping those less fortunate. They have served at soup kitchens, charity events and made quilts for sick children. At Lincoln, she was selected as a WEB (Where Everyone Belongs) Leader. In this capacity, she mentors 6<sup>th</sup> grade students as they adjust to middle school. Instead of socializing with her friends, she has spent many lunch periods getting to know her group and addressing their concerns and questions. Julia is an outstanding leader and role model. She leads by example and inspires others around her to do their best.

DATE: June 23, 2014

TO: District 64 Board of Education  
Dr. Philip Bender, Superintendent

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

RE: Analysis of Student Achievement – MAP 2013-14

**Background**

District 64 provides a quality education of which our community, School Board, staff, and students can be proud. As a school community, we have created an educational program that reflects the value District 64 places on higher-order thinking, problem-solving skills, social and emotional development, physical development, experiences in the Arts, and positive attitudes toward learning.

This report provides the Board of Education and the community with information about student performance on the Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) – Reading and Math. The MAP is only one assessment that District 64 educators use to examine student learning. It is through a range of assessment strategies (e.g., benchmark assessments, classroom assessments, common grade-level / team assessments, student portfolios, projects, teacher observations, etc.) that we are best able to understand our students' learning needs and respond to them effectively. This response may take the form of differentiation of day-to-day instruction, changes to the scope and sequence of the curriculum, supplements to existing curriculum materials, and professional development to enhance teaching practices. Continued competitive achievement on standardized assessments like the MAP is an indicator of the quality educational program provided by District 64.

**Description of the MAP Assessment**

While MAP is similar to ISAT because it is aligned to state standards, it differs most dramatically in that it is a computerized adaptive test. This means that the test responds dynamically to each student. The difficulty of each question is determined by the student's response to the previous question. Adaptive testing captures a child's current level of knowledge, and thus more accurately measures what a child currently knows and needs to learn next.

MAP assessments can measure academic growth over time, independent of grade level or age. MAP results are reported using a RIT scale. RIT stands for Rasch unIT, which is a measurement scale developed to simplify the interpretation of test scores. It is an equal-interval scale, like feet and inches, so a student's educational growth can be calculated from year to year similar to how a child's height can be measured from year to year. This type of score also makes it possible to calculate accurate class or school averages. In addition to RIT scores, national norms are available for comparison to individual or group results. Unlike many standardized tests, educators receive MAP results directly following a testing session so the information can have immediate application to teaching and learning.



District 64 students take the following tests:

Grade	Fall	Winter	Spring
2		Reading, Math	
3	Reading, Math		Reading, Math
4	Reading, Math		Reading, Math
5	Reading, Math		Reading, Math
6	Reading, Math		Reading, Math
7	Reading, Math		Reading, Math
8	Reading, Math, Language Usage		

This past spring, selected classes participated in PARCC field-testing. The PARCC Assessment will be fully implemented beginning in the 2014-15 school year and will be administered to students in 3<sup>rd</sup>-8<sup>th</sup> grade. The PARCC Assessments will replace the ISAT and will create a new baseline for student achievement in District 64 and Illinois. While this baseline is being established, we will continue to administer the MAP to monitor student achievement at a systems level.

#### District 64's Mean RIT vs. National Mean RIT

District 64 has performed an analysis of our MAP Reading and Math scores and has established a District 64 mean RIT for Reading at each grade level. Based on the NWEA 2011 Norming Study, District 64's mean RIT in Reading ranges from the high 60's to mid 70's in terms of the national percentile rank. For example, our 5<sup>th</sup> grade mean (50<sup>th</sup> percentile in D64) is equivalent to the 72<sup>nd</sup> percentile nationally. This is consistent with our students' historically higher levels of performance on the Reading MAP.

#### **Reading: National Norm vs. District 64 Norm**

Grade	National Mean Target	D64 Mean Target	National Percentile of D64 Target
2*	183.6	193	75 <sup>th</sup>
3	199.2	208.2	74 <sup>th</sup>
4	206.7	215	74 <sup>th</sup>
5	212.3	220.8	72 <sup>nd</sup>
6	216.4	223.9	69 <sup>th</sup>
7	219.7	226.6	68 <sup>th</sup>
8**	219.3	228	73 <sup>rd</sup>

\* Based on Winter norm

\*\* Based on Fall norm

Based on the NWEA 2011 Norming Study, District 64's mean RIT in Math ranges from the high 60's to low 70's in terms of the national percentile rank. For example, our 7<sup>th</sup> grade mean (50<sup>th</sup> percentile in D64) is equivalent to the 70<sup>th</sup> percentile nationally. Again, this is consistent with our students' historically higher levels of performance on the Math MAP.

### Math: National Norm vs. District 64 Norm

Grade	National Mean Target	D64 Mean Target	National Percentile of D64 Target
2*	185.5	190	66 <sup>th</sup>
3	203.1	210.4	72 <sup>nd</sup>
4	212.5	219.3	69 <sup>th</sup>
5	221	226.2	65 <sup>th</sup>
6	225.6	232.6	67 <sup>th</sup>
7	230.5	239.8	70 <sup>th</sup>
8**	230.2	240.3	73 <sup>rd</sup>

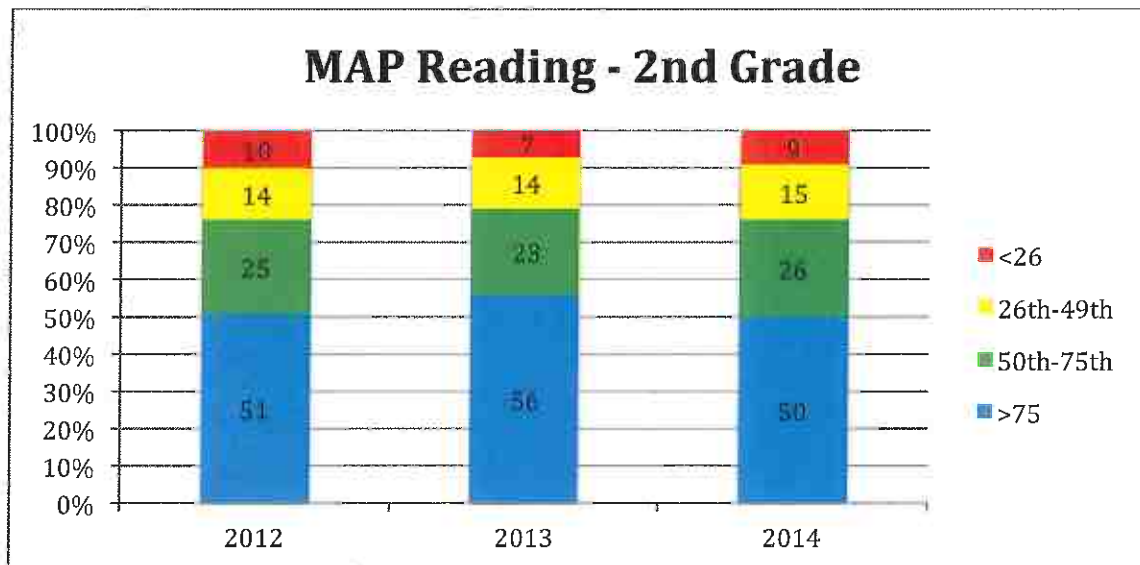
\* Based on Winter norm

\*\*Based on Fall norm

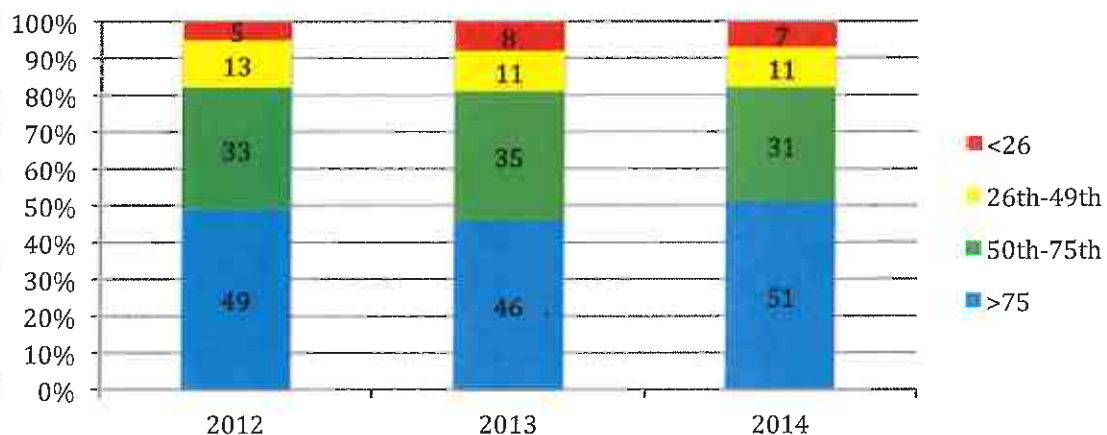
### Student Achievement Data

The following charts share information about District 64 MAP achievement in Reading and Math from Spring 2012-Spring 2014 based on the NWEA 2011 Norming Study (national norm). Each chart shows the percentage of students at four performance levels: performance at or below the 25<sup>th</sup> percentile (< 26<sup>th</sup>), performance at and between the 26<sup>th</sup> percentile and the 49<sup>th</sup> percentiles (26<sup>th</sup>- 49<sup>th</sup>), performance at and between the 50<sup>th</sup> percentile and the 75<sup>th</sup> percentiles (50<sup>th</sup>- 75<sup>th</sup>), and performance above the 75<sup>th</sup> percentile (>75<sup>th</sup>). Data for 2<sup>nd</sup> grade reflects the winter mean RIT while data from 8<sup>th</sup> grade reflects the fall mean RIT.

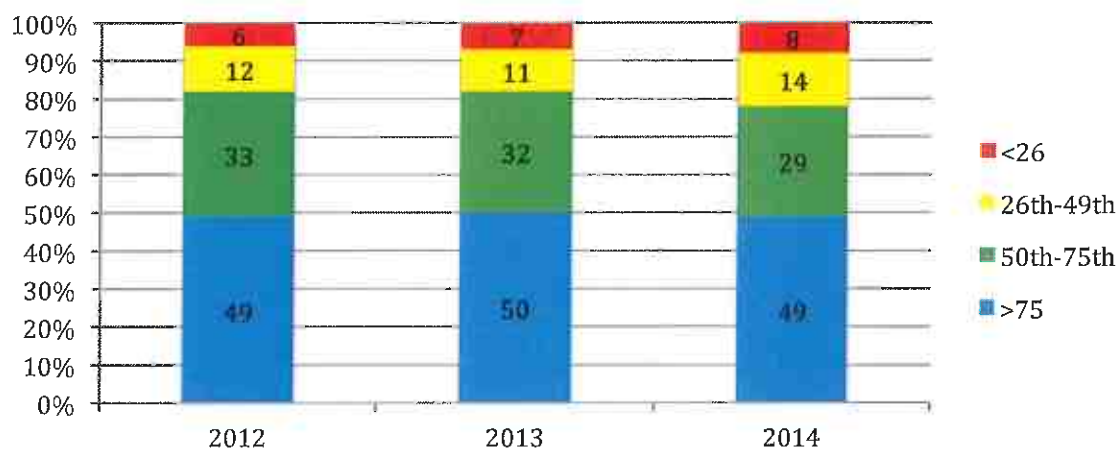
#### Reading: Grade Level Performance Over Time (National Norms)



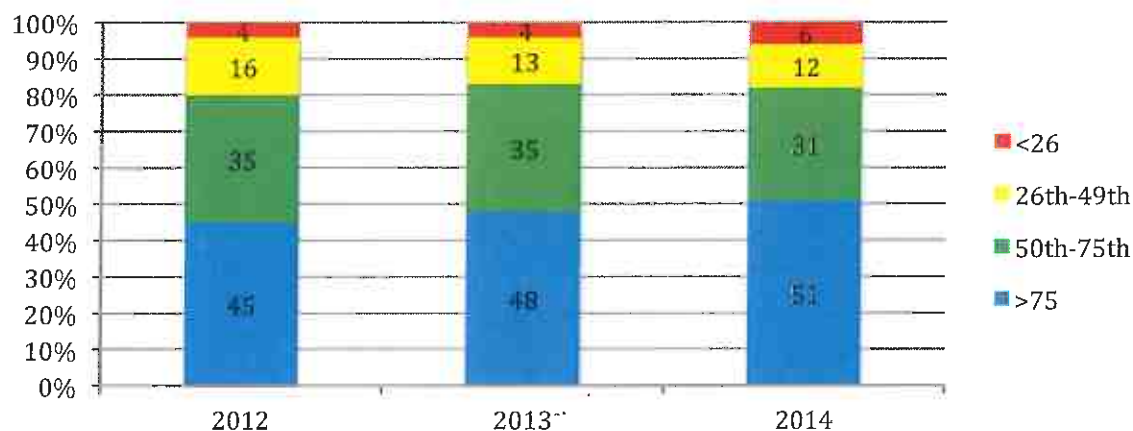
### MAP Reading - 3rd Grade



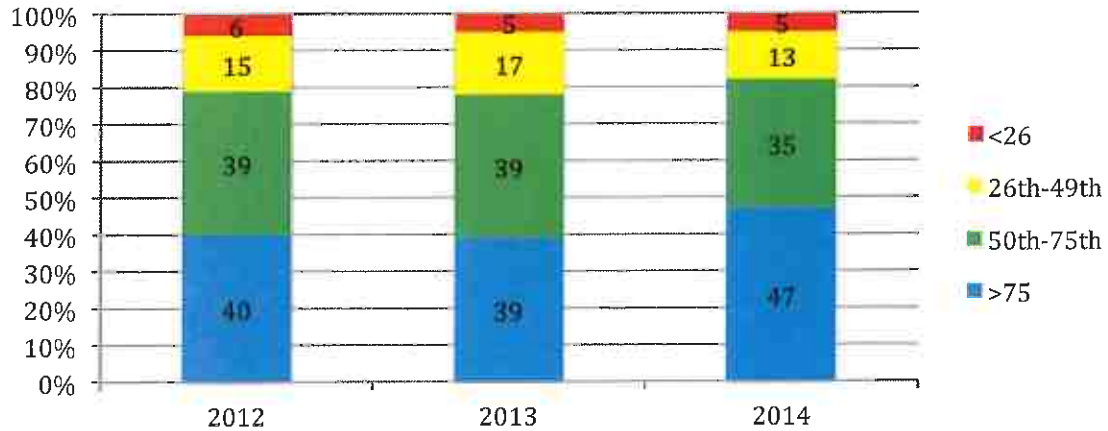
### MAP Reading - 4th Grade



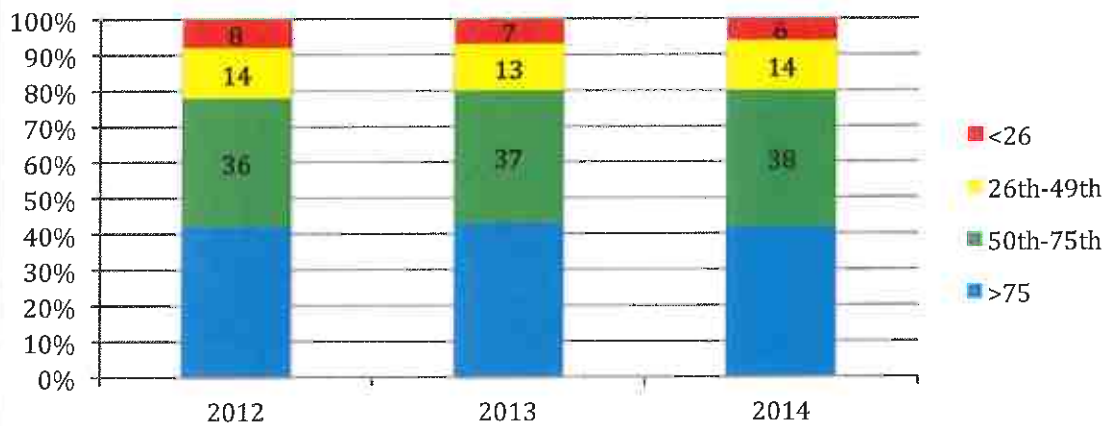
### MAP Reading - 5th Grade



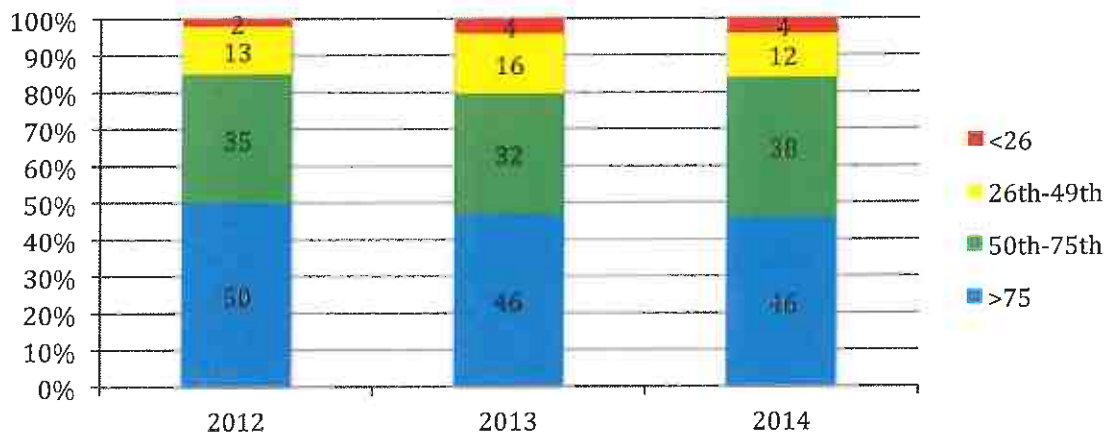
### MAP Reading - 6th Grade



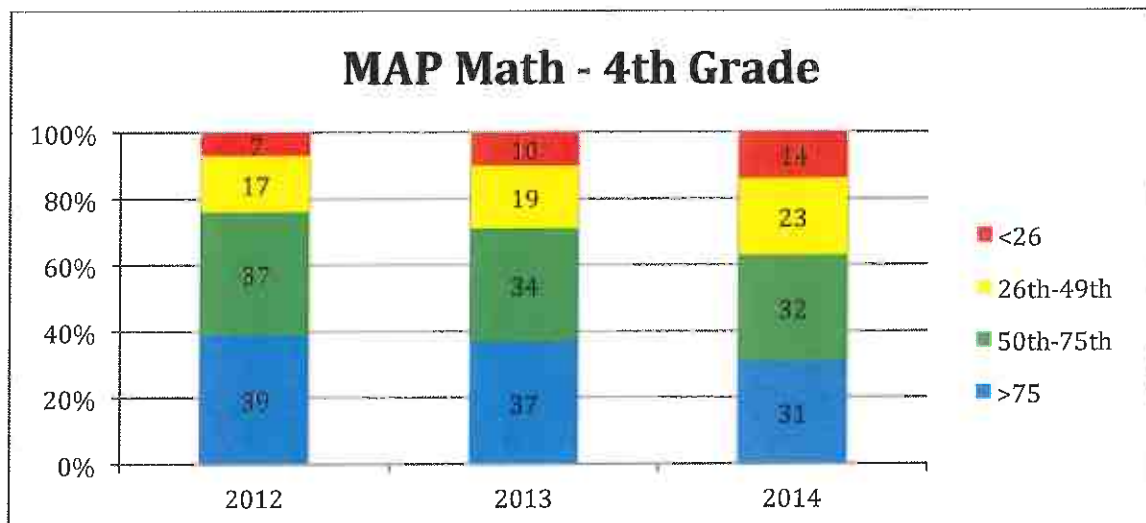
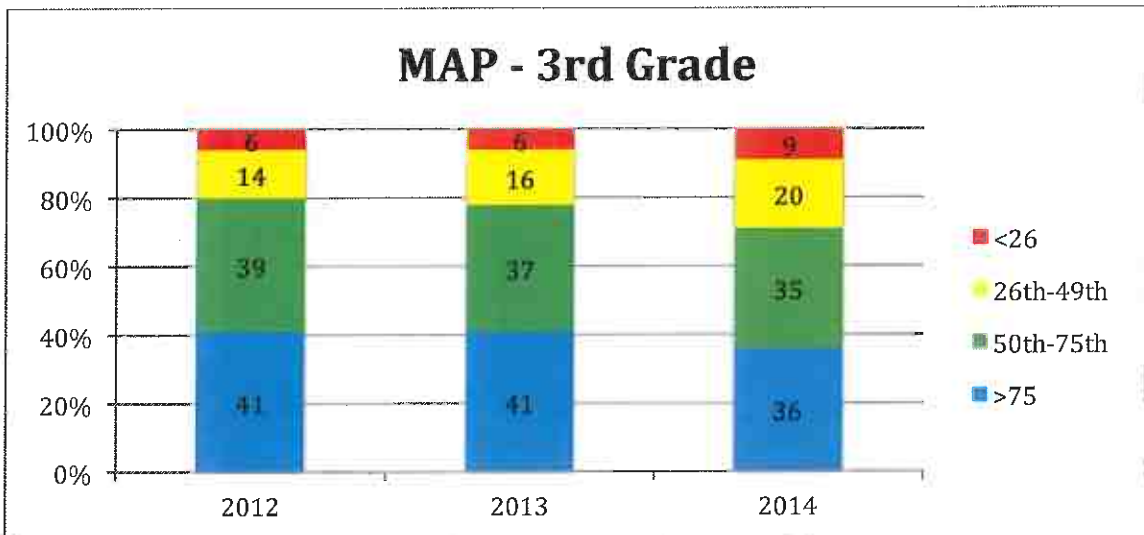
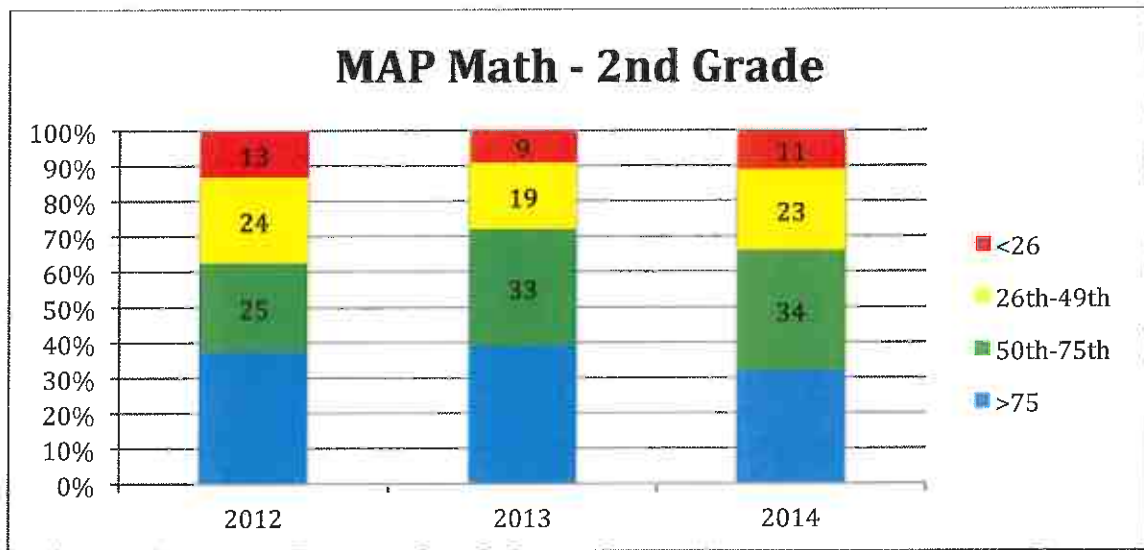
### MAP Reading - 7th Grade

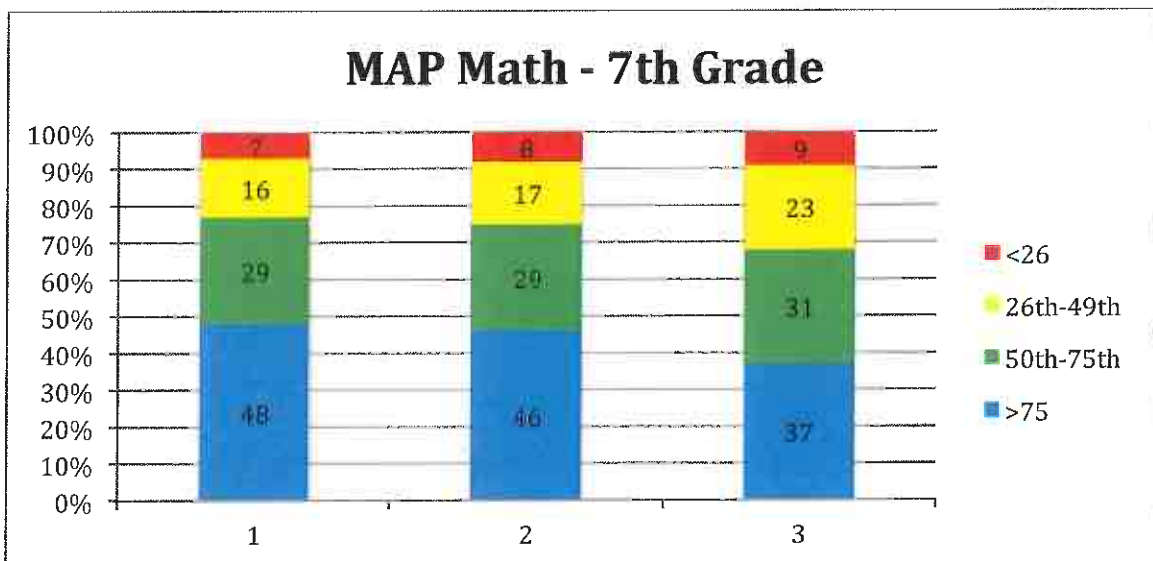
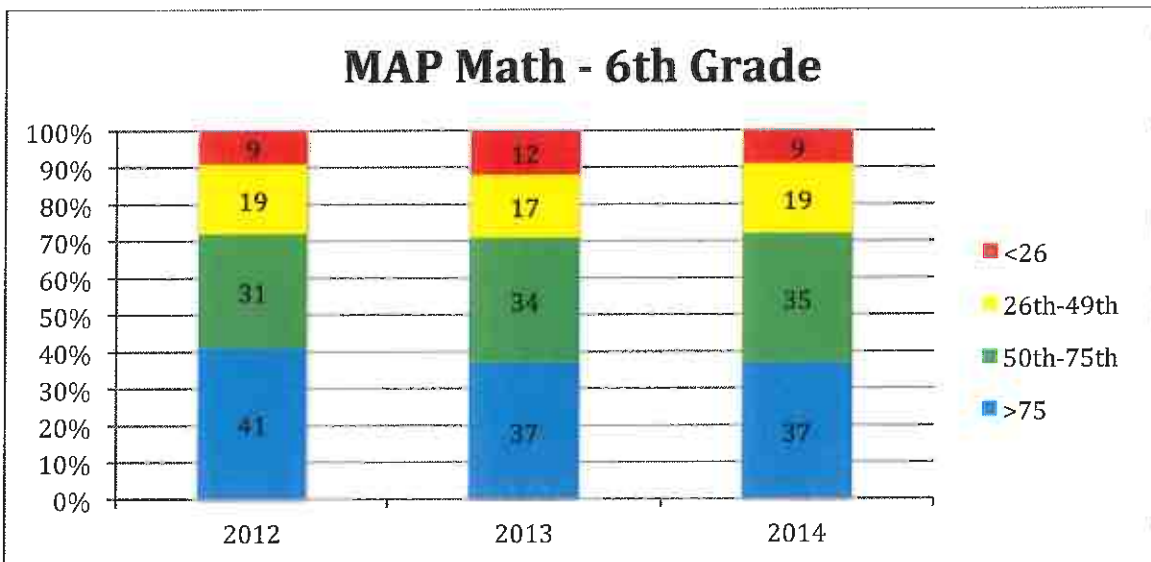
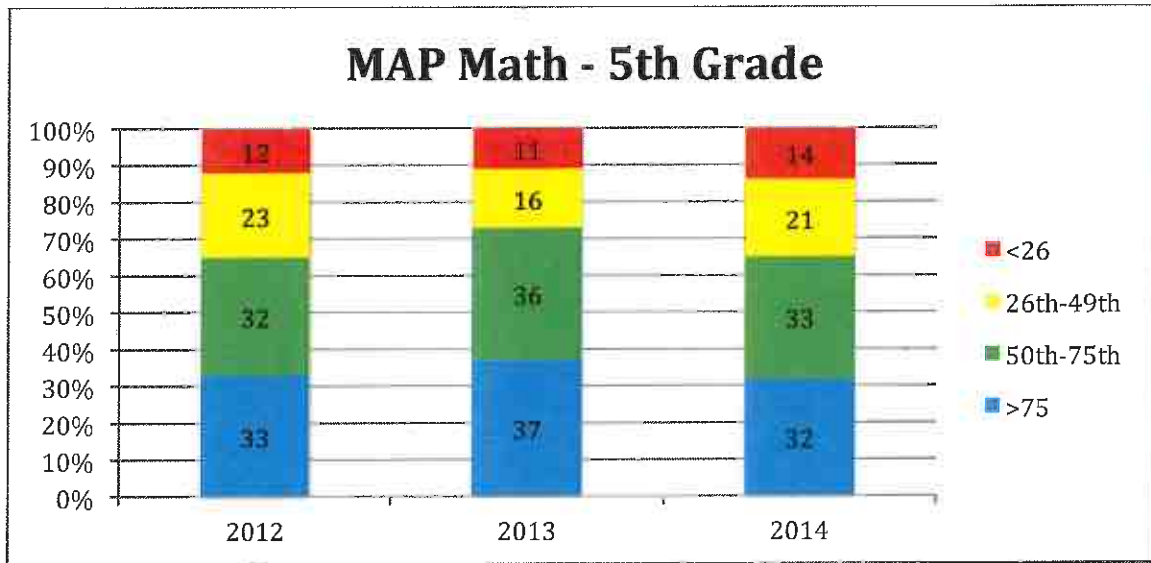


### MAP Reading - 8th Grade

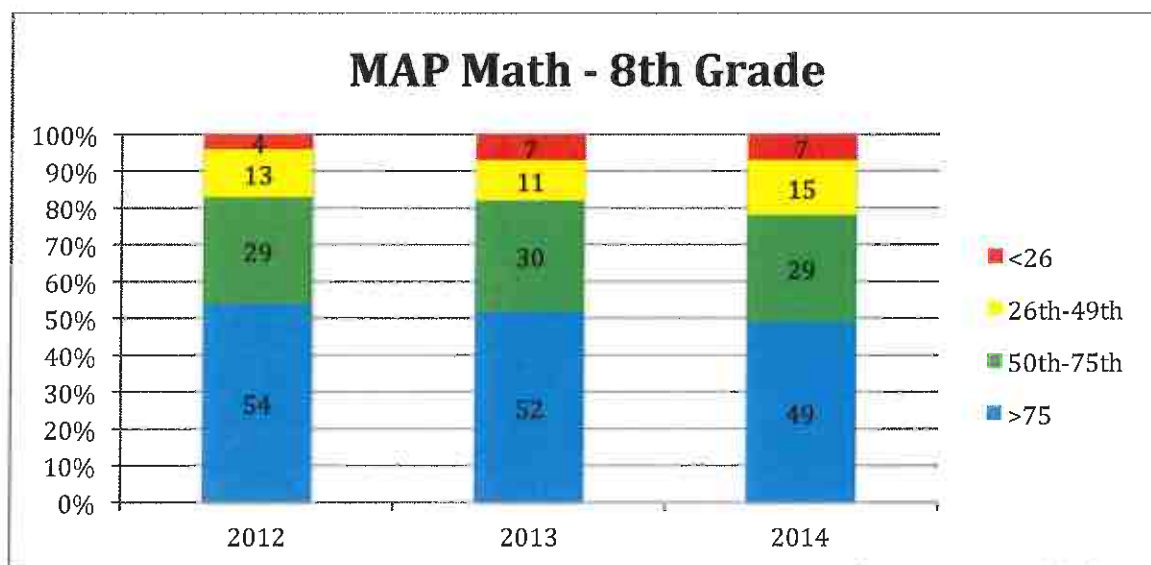


Math: Grade Level Performance Over Time (National Norms)





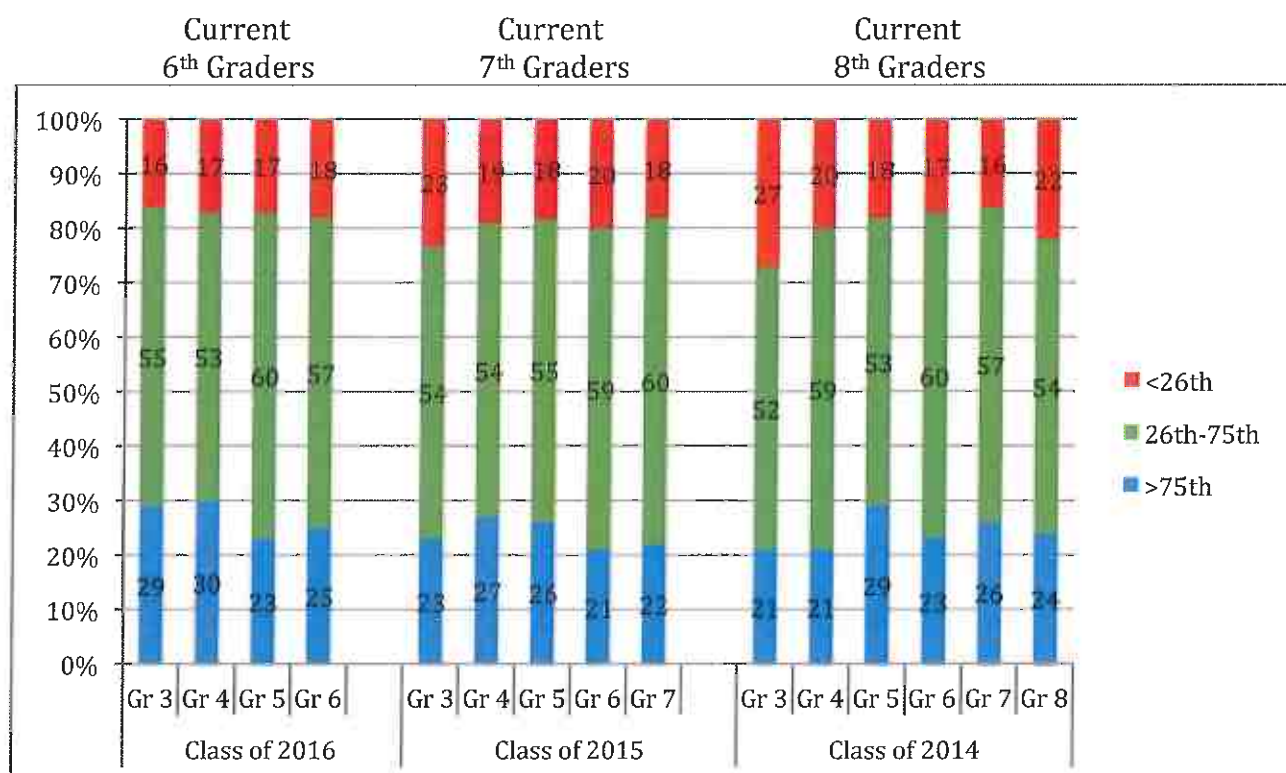




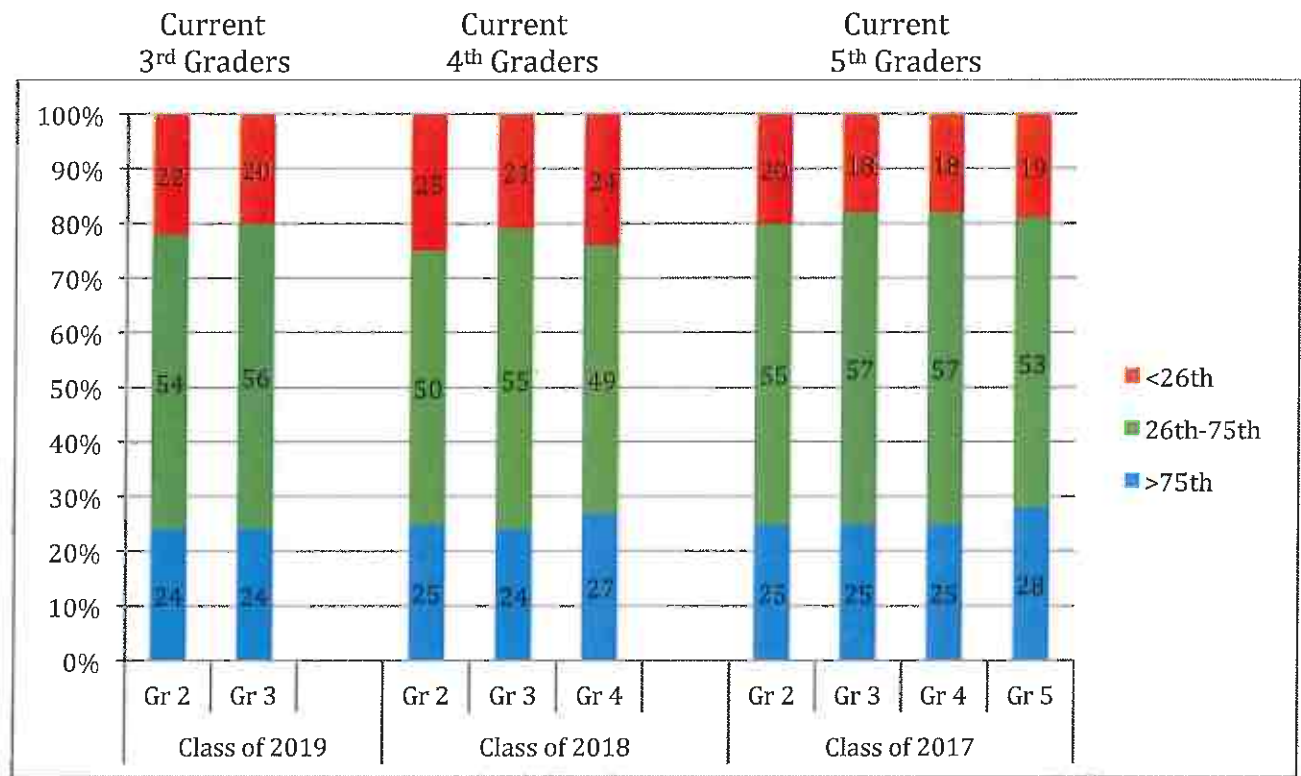
Reading: Cohort Performance (District 64 Local Norms)

The following charts share information about cohort performance in Reading. This information is based on District 64 Local Norms.

### MAP Reading: Cohort Performance



## MAP Reading: Cohort Performance

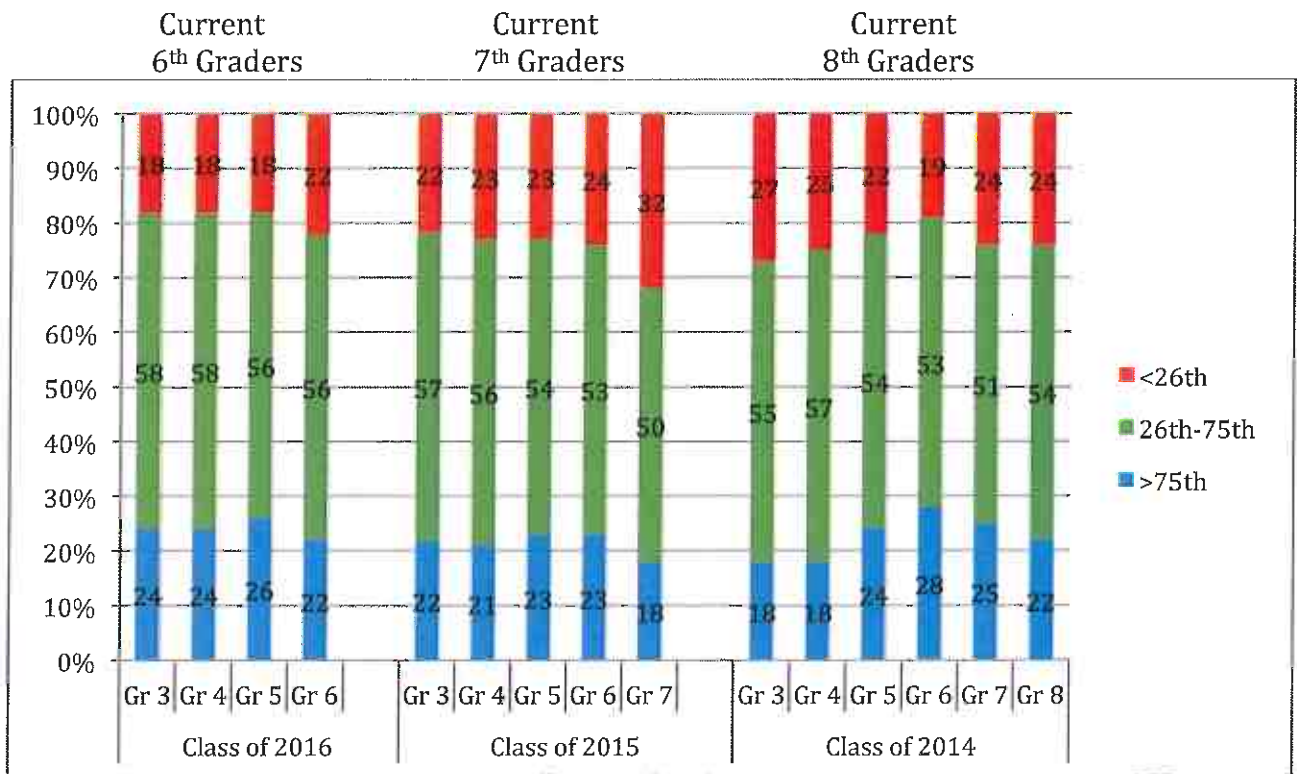


### Math: Cohort Performance (District 64 Local Norms)

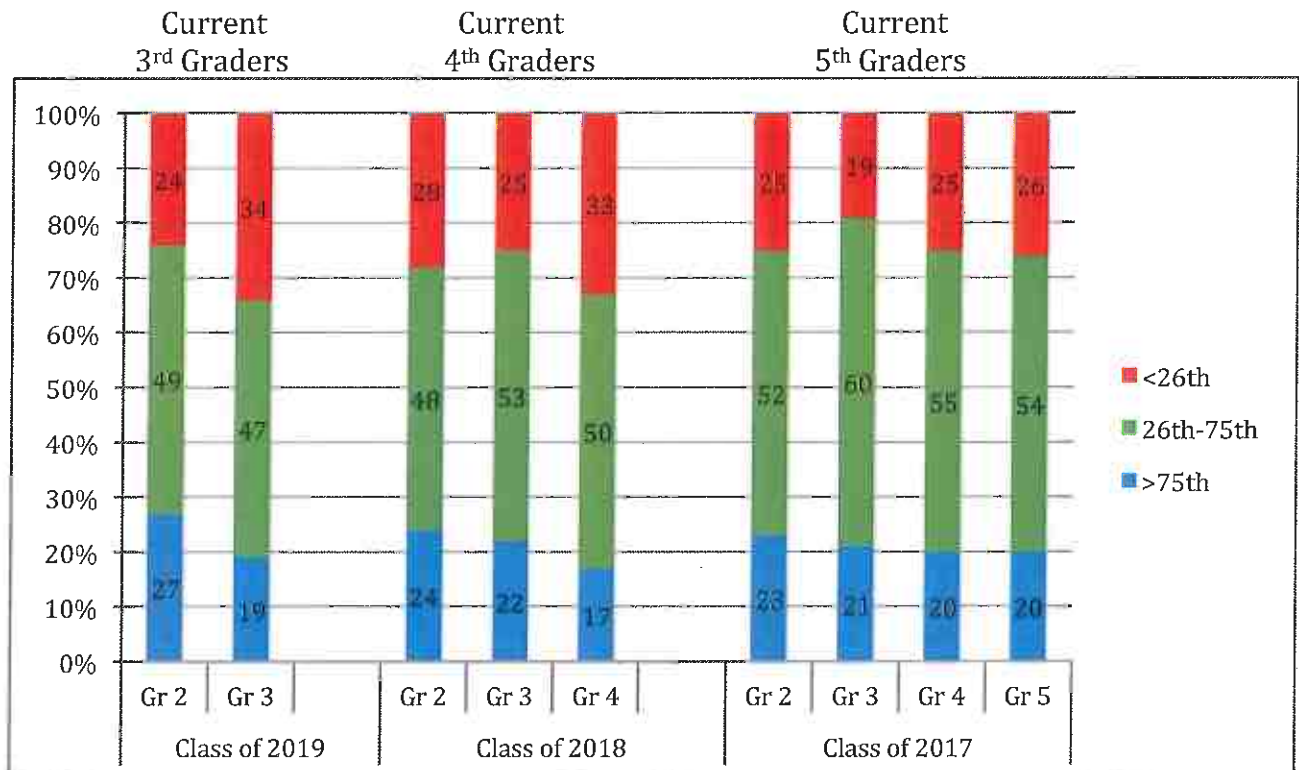
The following charts share information about cohort performance in Math. This information is based on District 64 Local Norms.



### MAP Math: Cohort Performance



### MAP Math: Cohort Performance



### Growth Targets

At the August 2013 Board Study Session, the Board of Education provided District Administration with direction related to the improvement of student achievement. Specifically, the Board requested that District 64 staff collaborate to accomplish three tasks as part of Board Goal 1. Task 1b is:

*By November 1, 2013 develop student growth goals measured by Type 1 (MAP) and Type 2 assessments.*

Board Goal 1b specifically identifies the MAP assessment as the Type 1 assessment for evaluating our performance. At the Board Study Session in August 2013, the Board expressed the desire to set targets related to the percentage of students meeting their individual growth targets.

NWEA has established targets for a student's "expected growth" over the course of the year on the MAP assessment. This expected growth is projected based on a student's baseline RIT score and grade level.

According to NWEA, a district is experiencing "average growth" when 50% of students meet or exceed their growth targets. An NWEA 2006 Growth Norm Study suggests that a district is experiencing "ambitious growth" when 63% of students meet or exceed their growth targets. A district where 70% or more of students are meeting or exceeding their growth targets is experiencing "aggressive growth." Districts with 70% or more of students meeting or exceeding their growth targets are performing in the 90th-95th percentile for growth. Given this, a target of 70% is a challenging goal to achieve. Because of the structure of the assessment, targets in excess of 70% are unlikely, if not impossible, to achieve.

In the past, District 64 has not focused on growth targets as a measure of systemic improvement. Despite this, the percentage of students meeting their growth targets on the MAP in District 64 represents "above average growth." In fact, our District is approaching what can be described as "ambitious growth" in Math. There is a distinction between *growing* as an individual student and *meeting your growth target on the MAP assessment* as an individual student. Outside of the MAP assessment, student growth in District 64 is reflected in a variety of assessments in multiple curricular areas.

The table below shares information about the percentage of students (3<sup>rd</sup>-7<sup>th</sup> grade) who met their fall-spring growth targets.

**Percentage of Students Who Met Their Growth Targets 2009-2014**  
**3<sup>rd</sup> – 7<sup>th</sup> Grade\***

	2009	2010	2011	2012	2013	2014	6-Year Average
Reading	59.0	54.1	56.4	56.9	55.2	60.1	57.0
Math	58.9	55.9	59.8	62.6	62.8	56.2	59.4

\*8<sup>th</sup> Grade students do not currently take the Spring MAP

## Understanding the Data

An analysis of the data offers the following key perspectives:

### Tracking Mean Scores at the highest levels

- District 64's mean score at each grade level continues to be significantly higher than the national mean score in both Reading and Math.
- Reviewing performance above the 75<sup>th</sup> percentile:
  - In 2014, an average of 48% of students performed above the 75<sup>th</sup> percentile on the Reading MAP. This spring, the percentage of students performing above the 75<sup>th</sup> percentile increased in 3<sup>rd</sup> grade, 5<sup>th</sup> grade, and 6<sup>th</sup> grade.
  - An average of 36% students performed above the 75<sup>th</sup> percentile on the Math MAP. This spring, the percentage of students performing above the 75<sup>th</sup> percentile in Math decreased at nearly every grade level.
  - Over the past three years, an average of 47% students performed above the 75<sup>th</sup> percentile on the Reading MAP and an average of 40% students performed above the 75<sup>th</sup> percentile on the Math MAP.
- Reviewing performance at the 50<sup>th</sup> percentile:
  - In Reading, 80% of students typically perform at the 50<sup>th</sup> percentile or better.
  - In Math, prior to this past school year, 70-80% of students typically performed at the 50<sup>th</sup> percentile or better. This spring, the percentage of students performing at the 50<sup>th</sup> percentile or better decreased anywhere from 4%-10%, with the exception of 6<sup>th</sup> grade, which remained the same.

### Monitoring Cohort Performance at or below the 25<sup>th</sup> percentile

- A review of cohort performance in Reading based on District 64 Local Norms shows a reduction in the percentage of students performing at or below the 25<sup>th</sup> percentile in the Class of 2014 and the Class of 2015.
- A review of cohort performance in Math based on District 64 Local Norms shows a similar trend in Math for the Class of 2014; there is a small decrease in the percentage of students performing at or below the 25<sup>th</sup> percentile. For other cohort groups, performance in Math has been relatively constant with the exception of this past year. This past year, we see an increase in the percentage of students performing at or below the 25<sup>th</sup> percentile and a decrease in the percentage of students performing above the 75<sup>th</sup> percentile.

### Meeting Student Growth Targets

- In 2014, the percentage of District 64 students meeting their growth targets in Reading is approaching "ambitious growth." The percentage of students meeting their growth targets in Reading this past year is significantly higher than in past years. Currently, 60 % of students are meeting their growth targets in Reading, which exceeds the 2014 Board target of 58%. The six-year average of 57% represents "above average" growth for a school district.
- In 2014, the percentage of District 64 students meeting their growth targets in Math decreased to 56.2%. This is indicative of "above average growth" in this subject area. The six-year average of 59.4%, however is still approaching "ambitious growth" for a school district.

The Common Core State Standards in English Language Arts have shifted the focus of instruction to include texts of increasing complexity, a balance of informational and narrative text, content area literacy, writing to argue or explain, academic discussion and vocabulary, and the integration of research and media skills (National Governors Association/Chief State School Officers, 2010). This year, District 64 provided intensive professional development to support the continued implementation of the CCSS for ELA. This may have supported the increased percentage of students achieving their growth targets. We will continue to monitor this data going forward to determine the impact of our professional development programming.

The Common Core State Standards in Math have changed the breadth of our current math curriculum by reducing the number of topics at each grade level and teaching topics more deeply at specific grade levels. (National Governors Association/Chief State School Officers, 2010). District 64 has provided extensive professional development in the area of math and has implemented a new core instructional resource in K-8 math this past year. A decrease in student performance in Math can be attributed to:

- Curricular changes based on the CCSS. In some cases, because of the adoption of the CCSS Math, concepts are now addressed at different grade levels. This year, teachers used formative assessments to identify gaps in student background knowledge before teaching grade-level concepts. The need to assess and provide background instruction impacted program pacing and student mastery of skills. We had anticipated a reduction in MAP scores as a result of the changing curriculum.
- Assessment changes based on the CCSS. This year, we implemented the new CCSS-aligned MAP. The CCSS-aligned MAP assessed topics at different grade levels than they were assessed in the past.
- Implementation of new curricular materials. We had also anticipated an “implementation dip” as a result of the new resource adoption. An implementation dip is a documented phenomenon where schools experience decreased performance when implementing an innovation that requires new skills and understandings (Fullan, 2001). We anticipate a return to higher achievement levels in the area of math over the next two school years and a significant increase in achievement over the next three years.

### **Next Steps**

Current professional development in District 64 has been guided by the Strategic Plan focus on the implementation of the Common Core State Standards with technology integration. For the past three years, staff has engaged in professional development to more deeply understand the CCSS in Reading, Writing, Speaking/Listening, Content Area Literacy and Math. Staff is also focused on the changes to instruction that support the CCSS. The Instructional Technology Coaches provide job-embedded professional development to support teachers with the application of technology to improve student learning.

Recommendations to support our continued improvement in student achievement include:

- ✓ Maintain our focus on individual student growth and the high-impact instructional strategies that support student growth.

- ✓ Continue to support teachers with the use of data to inform instruction. The Response to Intervention model is a research-based process that incorporates the review of data to identify student needs, differentiate instruction, and improve student learning.

In recent years, significant educational research has focused on “high impact instructional strategies” – research-based strategies that have been proven to significantly increase student learning. One of the most powerful of these strategies is formative assessment, a strategy that enables teachers to assess student learning “in the moment” in order to change the direction of instruction as needed. Formative assessment supports differentiation of instruction and enables teachers to target the growth of individual students. In April of 2013, 70 teacher leaders at both the elementary and middle school levels participated in formative assessment training. This past year, formative assessment training was expanded to include an additional 175 teachers. By the end of next year, all teachers in District 64 will have had access to this professional development opportunity.

Another high-impact instructional strategy is the Response to Intervention model. Over the past five years, District 64 educators have invested considerable effort into using data to inform instruction. We have become more skilled at reviewing data to identify student needs, and make curricular changes and programmatic adjustments. While this endeavor is challenging, it has contributed to increased levels of academic achievement. Additional training provided this year focused on supporting students with achieving their individual growth targets. Incorporating the review of individual student growth targets into this process will further our ability to differentiate lessons for small groups of students, and, ultimately, improve student learning.

Maintaining our focus on individual student growth and differentiation promotes learning at all levels. The impact of this initiative on student learning will be measured through the targets identified in Board Consensus Goal 1b. The target goal that we established in Reading this fall was: “In Spring 2014, 58% of students will meet or exceed their growth targets as measured by the Reading MAP.” District 64 exceeded this goal with 60% of students meeting or exceeding their growth targets in Reading. This summer, representatives of the Department for Student Learning and the Math Department will create a draft goal in the area of Math. This goal will be proposed to the Board of Education in October.

It is important for our Instructional Technology Coaches, Curriculum Team, and Department Chairpersons to continue to provide support for student learning. Through collaboration with one another, we will expand our repertoire of differentiation strategies, resolve challenges, and replicate our successes.

ADOPTION OF RESOLUTION #1121 TRANSFERRING INTEREST FROM THE  
WORKING CASH FUND TO THE EDUCATIONAL FUND

The 2013-14 Working Cash Fund expenditure budget contains a transfer of interest income earned from June 2013 – May 2014 to the Education Fund.

The Illinois School Code (**105 ILCS 5/20-5**) states that interest income may be transferred from the fund in which the interest was earned to another fund. Interest earned on funds deposited in the working cash fund that resulted from the working cash fund levy may be transferred to any fund without repaying the working cash fund.

The interest income must first be recorded in the working cash fund and then transferred to the fund most in need of the additional resources. It has been determined that the fund most in need is the education fund.

The above-described transaction is completed annually in the month of June. The attached resolution is the legal document required to make such a transfer.

ACTION ITEM 14-06-13

I move the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt Resolution #1121, authorizing the transfer of \$176,377.80 interest earned from June 2013 – May 2014 from the Working Cash Fund to the Educational Fund on or before June 30, 2014.

Moved By:\_\_\_\_\_ Seconded By:\_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

6/23/14

**RESOLUTION #1121 TO TRANSFER INTEREST EARNED FROM THE  
WORKING CASH FUND TO THE EDUCATIONAL FUND**

**WHEREAS**, § 20-5 of The School Code (105 ILCS 5/20-5) provides that moneys earned as interest from investment of the Working Cash Fund may be transferred from that fund to another fund of the School District without any requirement of repayment, for the purposes of providing funds with which to meet the ordinary and necessary disbursements of the District for salaries and other school purposes; and

**WHEREAS**, said § 20-5 authorizes the Board of Education to order that interest earned on monies in the Working Cash Fund be so transferred, by separate Resolution directing the School Treasurer to make such transfer, and the Board of Education desires to permanently transfer such interest earnings to the Educational Fund in order to meet the needs of the District for salaries and other school purposes;

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

**Section 1.** All of the recitals contained in the above preambles to this Resolution are incorporated herein by reference.

**Section 2.** The Treasurer of this District is hereby directed to transfer interest earned in the Working Cash Fund in the amount of \$176,377.80 on or before June 30, 2014, to the Educational Fund for salaries and other school purposes.

**Section 3.** This Resolution shall be in full force and effect forthwith upon its passage.

Adopted this 23rd day of June, 2014 by the following vote:

---

PRESIDENT  
BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL  
DISTRICT NO. 64  
COUNTY OF COOK  
STATE OF ILLINOIS

---

Secretary



## ***Working Cash Interest Transfer***

		Function 1510	Function 1512	Total Interest
June	2013	\$14,833.23	\$0.00	\$14,833.23
July	2013	\$14,943.00	\$0.54	\$14,943.54
August	2013	\$14,455.03	\$0.00	\$14,455.03
September	2013	\$13,536.76	\$0.41	\$13,537.17
October	2013	\$15,492.40	\$3.41	\$15,495.81
November	2013	\$15,355.85	\$0.46	\$15,356.31
December	2013	\$13,059.56	\$0.35	\$13,059.91
January	2014	\$18,797.00	\$0.00	\$18,797.00
February	2014	\$14,862.84	\$0.91	\$14,863.75
March	2014	\$12,488.93	\$1.03	\$12,489.96
April	2014	\$13,944.14	\$2.04	\$13,946.18
May	2014	\$14,599.09	\$0.82	\$14,599.91
		\$176,367.83	\$9.97	\$176,377.80

ADOPTION OF RESOLUTION #1122 TRANSFERRING INTEREST FROM THE DEBT SERVICE FUND TO THE EDUCATIONAL FUND

The 2013-14 Debt Service Fund expenditure budget contains a transfer of interest income earned from June 2013 – May 2014 to the Education Fund.

The Illinois School Code (**105 ILCS 5/10-22.44**) provides that money earned as interest income in the debt service fund may be transferred to another fund. The interest income must be recorded in the fund in which it was earned and then transferred to the fund most in need of additional resources. It has been determined that the fund most in need is the education fund.

The above-described transaction is completed annually in the month of June. The attached resolution is the legal document required to make such a transfer.

ACTION ITEM 14-06-14

I move the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt Resolution #1122, authorizing the transfer of \$32,566.17 representing the interest earned from June 2013 - May 2014 from the Debt Service Fund to the Educational Fund on or before June 30, 2014.

Moved By: \_\_\_\_\_ Seconded By: \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

6/23/14

**RESOLUTION #1122 TO TRANSFER INTEREST EARNED FROM THE  
DEBT SERVICE FUND TO THE EDUCATIONAL FUND**

**WHEREAS**, the Board of Education ("Board") of Community Consolidated School District No. 64, Cook County, Illinois ("District"), has determined that it is necessary and in the best interests of the District that certain interest moneys earned be transferred to the Educational Fund; and

**WHEREAS**, § 10-22.44 of The School Code authorizes the Board to transfer interest earned on monies in the District's Debt Service Fund to the fund most in need of such income; and

**WHEREAS**, the Board has further determined that the Educational Fund is the fund most in need of the interest earned which is proposed to be transferred to that fund; and

**WHEREAS**, interest has been earned in the Debt Service Fund from July 2013 – May 2014 in the amount of \$32,566.17;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Community Consolidated School District No. 64, Cook County, Illinois, that:

**Section 1.** All of the recitals contained in the above preambles to this Resolution are incorporated herein by reference.

**Section 2.** The Treasurer of this District is hereby directed to transfer interest earned in the Debt Service Fund in the amount of \$32,566.17 on or before June 30, 2014, to the Educational Fund of the District as the fund most in need of said interest moneys earned.

**Section 3.** This Resolution shall be in full force and effect forthwith upon its passage.

Adopted this 23rd day of June, 2014 by the following vote:

---

PRESIDENT  
BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED  
DISTRICT NO. 64  
COOK COUNTY, ILLINOIS

---

Secretary

#1122

## *Debt Service Interest Transfer*

		Function 1510	Function 1512	Total Interest
June	2013	\$2,014.72	\$0.00	\$2,014.72
July	2013	\$1,349.67	\$4.04	\$1,353.71
August	2013	\$2,457.01	\$0.00	\$2,457.01
September	2013	\$3,262.12	\$3.05	\$3,265.17
October	2013	\$3,293.26	\$25.62	\$3,318.88
November	2013	\$3,316.98	\$3.43	\$3,320.41
December	2013	\$2,769.80	\$2.61	\$2,772.41
January	2014	\$2,759.80	\$0.00	\$2,759.80
February	2014	\$2,717.18	\$6.81	\$2,723.99
March	2014	\$2,724.88	\$7.77	\$2,732.65
April	2014	\$2,865.73	\$15.33	\$2,881.06
May	2014	\$2,960.22	\$6.14	\$2,966.36
		\$32,491.37	\$74.80	\$32,566.17

ADOPTION OF RESOLUTION #1123 REGARDING THE ILLINOIS PREVAILING WAGE ACT

Annually school districts are required by the Illinois School Code (**820 ILCS 130/1 et seq**) to adopt a resolution that ascertains the Prevailing Wage Rate of Wages for Laborers Workmen and Mechanics employed by or on behalf of a school district, its contractors, or subcontractors to perform construction work including any maintenance, repair, assembly, or disassembly work performed on equipment whether owned, leased, or rented must be paid not less than the hourly wage generally prevailing for similar work in the area. A school district need not pay prevailing wages to its own employees.

The school district must ascertain the prevailing rate of wages on a per-hour basis or ask the Department of Labor to ascertain the rate for Cook County (see attached). The school district must specify in its resolution and call for bids that the prevailing hourly rate will be paid for each worker, and must stipulate in the contract that all workers must be paid no less than such prevailing rate. The school district must require contractors to include in their bonds provisions to guarantee the payment of prevailing wage rates.

The Project Labor Agreement approved by the Board in July 2010, and in affect through July 2015, does not negate the need to annually adopt the resolution that requires schools to payment of the Prevailing Wage.

The attached resolution is required for District 64 to be in compliance with the Prevailing Wage Act.

ACTION ITEM 14-06-15

I move that the Board of Education of Community Consolidated School District #64, Park Ridge-Niles, Illinois, adopt Resolution #1123 regarding the Illinois Prevailing Wage Act as provided by the Illinois Department of Labor.

Moved by:\_\_\_\_\_Seconded by:\_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

6/23/14

**RESOLUTION #1123 OF THE BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT #64, COOK COUNTY, ILLINOIS, ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED IN PUBLIC WORKS OF SAID SCHOOL DISTRICT**

**WHEREAS**, the State of Illinois has enacted "An ACT regulating wages of laborers, mechanics and other workmen employed in any public works by the State, county, city or any public body or any political subdivision or by any one under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq. and

**WHEREAS**, the aforesaid Act requires that Community Consolidated School District #64 of Cook County investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of Cook County employed in performing construction of public works, for said school district.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT #64:**

**SECTION 1:** To the extent and as required by "An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by any one under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of this Board of Education is hereby ascertained to be the same as the prevailing rate of wages for construction work in Cook County area as determined by the Department of Labor of the State of Illinois as of June, 2014, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Board of Education. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

**SECTION 2:** Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of this Board of Education to the extent required by the aforesaid Act.

**SECTION 3:** The Board of Education shall publicly post or keep available for inspection by any interested party in the main office of the Board of Education this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

**SECTION 4:** The Board of Education shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

**SECTION 5:** The Board of Education shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

**SECTION 6:** The Board of Education shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PASSED THIS 23rd DAY OF JUNE, 2014.

APPROVED:

\_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

#1123



STATE OF ILLINOIS)

) ss.

COUNTY OF COOK)

CERTIFICATE

I DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Board of Education of Park Ridge-Niles School District No. 64, County of Cook, State of Illinois, and as such am the keeper of the records of said Board of Education.

I DO FURTHER CERTIFY that the attached hereto is a true correct and complete copy of a resolution entitled RESOLUTION OF THE BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64, COOK COUNTY, ILLINOIS, ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED IN PUBLIC WORKS OF SAID SCHOOL DISTRICT, and adopted by said Board of Education at a Board meeting held June 23, 2014.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 23rd day of June, 2014.

---

Secretary, Board of Education

# Cook County Prevailing Wage for May 2014

(See explanation of column headings at bottom of wages)

Trade Name	RG	TYP	C	Base	FRMAN	M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng
=====	==	===	=	=====	=====	=====	===	===	=====	=====	=====	=====
ASBESTOS ABT-GEN		ALL		37.100	37.600	1.5	1.5	2.0	13.38	9.520	0.000	0.500
ASBESTOS ABT-MEC		BLD		35.100	37.600	1.5	1.5	2.0	11.17	10.76	0.000	0.720
BOILERMAKER		BLD		44.240	48.220	2.0	2.0	2.0	6.970	17.54	0.000	0.350
BRICK MASON		BLD		41.580	45.740	1.5	1.5	2.0	9.700	12.80	0.000	1.040
CARPENTER		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.75	0.000	0.630
CEMENT MASON		ALL		42.350	44.350	2.0	1.5	2.0	12.16	12.35	0.000	0.430
CERAMIC TILE FNSHER		BLD		34.810	0.000	2.0	1.5	2.0	10.20	7.830	0.000	0.640
COMM. ELECT.		BLD		38.000	40.800	1.5	1.5	2.0	8.420	11.30	1.100	0.700
ELECTRIC PWR EQMT OP		ALL		44.850	49.850	1.5	1.5	2.0	10.63	14.23	0.000	0.450
ELECTRIC PWR GRNDMAN		ALL		34.980	49.850	1.5	1.5	2.0	8.290	11.10	0.000	0.350
ELECTRIC PWR LINEMAN		ALL		44.850	49.850	1.5	1.5	2.0	10.63	14.23	0.000	0.450
ELECTRICIAN		ALL		43.000	46.000	1.5	1.5	2.0	12.83	14.27	0.000	0.750
ELEVATOR CONSTRUCTOR		BLD		49.900	56.140	2.0	2.0	2.0	12.73	13.46	3.990	0.600
FENCE ERECTOR		ALL		34.840	36.840	1.5	1.5	2.0	12.86	10.67	0.000	0.300
GLAZIER		BLD		40.000	41.500	1.5	2.0	2.0	12.49	15.99	0.000	0.940
HT/FROST INSULATOR		BLD		46.950	49.450	1.5	1.5	2.0	11.17	11.96	0.000	0.720
IRON WORKER		ALL		42.070	44.070	2.0	2.0	2.0	13.45	19.59	0.000	0.350
LABORER		ALL		37.000	37.750	1.5	1.5	2.0	13.38	9.520	0.000	0.500
LATHER		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.75	0.000	0.630
MACHINIST		BLD		43.920	46.420	1.5	1.5	2.0	6.760	8.950	1.850	0.000
MARBLE FINISHERS		ALL		30.520	0.000	1.5	1.5	2.0	9.700	12.55	0.000	0.590
MARBLE MASON		BLD		40.780	44.860	1.5	1.5	2.0	9.700	12.71	0.000	0.740
MATERIAL TESTER I		ALL		27.000	0.000	1.5	1.5	2.0	13.38	9.520	0.000	0.500
MATERIALS TESTER II		ALL		32.000	0.000	1.5	1.5	2.0	13.38	9.520	0.000	0.500
MILLWRIGHT		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.75	0.000	0.630
OPERATING ENGINEER		BLD	1	46.100	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	2	44.800	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	3	42.250	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	4	40.500	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	5	49.850	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	6	47.100	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	7	49.100	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		FLT	1	51.300	51.300	1.5	1.5	2.0	15.70	10.55	1.900	1.250
OPERATING ENGINEER		FLT	2	49.800	51.300	1.5	1.5	2.0	15.70	10.55	1.900	1.250
OPERATING ENGINEER		FLT	3	44.350	51.300	1.5	1.5	2.0	15.70	10.55	1.900	1.250
OPERATING ENGINEER		FLT	4	36.850	51.300	1.5	1.5	2.0	15.70	10.55	1.900	1.250
OPERATING ENGINEER		FLT	5	52.800	51.300	1.5	1.5	2.0	15.70	10.55	1.900	1.250
OPERATING ENGINEER		HWY	1	44.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	2	43.750	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	3	41.700	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	4	40.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	5	39.100	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	6	47.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	7	45.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
ORNAMNTL IRON WORKER		ALL		42.900	45.400	2.0	2.0	2.0	13.11	16.40	0.000	0.600
PAINTER		ALL		40.750	45.500	1.5	1.5	1.5	10.75	11.10	0.000	0.770
PAINTER SIGNS		BLD		33.920	38.090	1.5	1.5	1.5	2.600	2.710	0.000	0.000
PILEDRIIVER		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.75	0.000	0.630
PIPEFITTER		BLD		46.000	49.000	1.5	1.5	2.0	9.000	15.85	0.000	1.680
PLASTERER		BLD		41.250	43.730	1.5	1.5	2.0	11.10	11.69	0.000	0.550
PLUMBER		BLD		46.050	48.050	1.5	1.5	2.0	12.53	10.06	0.000	0.880
ROOFER		BLD		39.200	42.200	1.5	1.5	2.0	8.280	9.690	0.000	0.430

SHEETMETAL WORKER		BLD		41.210	44.510	1.5	1.5	2.0	10.48	19.41	0.000	0.660
SIGN HANGER		BLD		30.210	30.710	1.5	1.5	2.0	4.850	3.030	0.000	0.000
SPRINKLER FITTER		BLD		49.200	51.200	1.5	1.5	2.0	10.75	8.850	0.000	0.450
STEEL ERECTOR		ALL		42.070	44.070	2.0	2.0	2.0	13.45	19.59	0.000	0.350
STONE MASON		BLD		41.580	45.740	1.5	1.5	2.0	9.700	12.80	0.000	1.040
SURVEY WORKER		ALL		37.000	37.750	1.5	1.5	2.0	12.97	9.930	0.000	0.500
TERRAZZO FINISHER		BLD		36.040	0.000	1.5	1.5	2.0	10.20	9.900	0.000	0.540
TERRAZZO MASON		BLD		39.880	42.880	1.5	1.5	2.0	10.20	11.25	0.000	0.700
TILE MASON		BLD		41.840	45.840	2.0	1.5	2.0	10.20	9.560	0.000	0.880
TRAFFIC SAFETY WRKR		HWY		28.250	29.850	1.5	1.5	2.0	4.896	4.175	0.000	0.000
TRUCK DRIVER	E	ALL	1	33.850	34.500	1.5	1.5	2.0	8.150	8.500	0.000	0.150
TRUCK DRIVER	E	ALL	2	34.100	34.500	1.5	1.5	2.0	8.150	8.500	0.000	0.150
TRUCK DRIVER	E	ALL	3	34.300	34.500	1.5	1.5	2.0	8.150	8.500	0.000	0.150
TRUCK DRIVER	E	ALL	4	34.500	34.500	1.5	1.5	2.0	8.150	8.500	0.000	0.150
TRUCK DRIVER	W	ALL	1	32.550	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.000
TRUCK DRIVER	W	ALL	2	32.700	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.000
TRUCK DRIVER	W	ALL	3	32.900	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.000
TRUCK DRIVER	W	ALL	4	33.100	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.000
TUCKPOINTER		BLD		41.950	42.950	1.5	1.5	2.0	8.180	11.78	0.000	0.630

**Legend:** RG (Region)

TYP (Trade Type - All, Highway, Building, Floating, Oil & Chip, Rivers)

C (Class)

Base (Base Wage Rate)

FRMAN (Foreman Rate)

M-F>8 (OT required for any hour greater than 8 worked each day, Mon through Fri.)

OSA (Overtime (OT) is required for every hour worked on Saturday)

OSH (Overtime is required for every hour worked on Sunday and Holidays)

H/W (Health & Welfare Insurance)

Pensn (Pension)

Vac (Vacation)

Trng (Training)

## Explanations

### COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

## CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

## COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

## MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand

to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

#### OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5);

Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

#### OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors

pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

#### OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

#### TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

#### TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the



classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

#### MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

Consent Agenda

ACTION ITEM 14-06-16

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of June 23, 2014, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of May Financials Ending May 31, 2014; Approval of Resolution with PMA Financial Services; Approval of Maine Township School Treasurer Depositories; Approval of Bid for Asbestos Removal and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Personnel Report  
June 23, 2014

Colleen Carlson	Request Maternity / FMLA as General Music Teacher effective 10/9/14 – 1/5/15 (tentative) - Franklin School.
Ashley Apa Jennifer Ghisolf	Employ as Summer School Teacher effective 6/17/14 - Washington School.
Elizabeth Kim	Employ as Summer School Assistant effective 6/17/14 - Lincoln School.
Elaine Kirkiluk	Employ as Summer School Early Childhood Speech-Language Pathologist effective 6/23/14 - Jefferson School.

## APPROVAL OF BILLS AND PAYROLL

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

### Bills

10 - Education Fund -----	\$ 815,739.58
20 - Operations and Maintenance Fund -----	\$ 62,466.06
30 - Debt Services -----	\$ -
40 - Transportation Fund -----	\$ 171,009.17
50 - Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 811,756.67
80 - Tort Immunity Fund -----	\$ 70,366.00
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 117774 - 117958

Total: \$ 1,931,337.48

### Payroll and Benefits for Month of May, 2014

10 - Education Fund -----	\$ 3,851,365.67
20 - Operations and Maintenance Fund -----	\$ 231,069.97
40 - Transportation Fund -----	\$ -
50 - IMRF/FICA Fund -----	\$ 89,840.75
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 10297 - 10403

Direct Deposit: 900054208 - 900055842

Total: \$ 4,172,276.39

This report can be viewed  
on the District 64 website  
[www.d64.org](http://www.d64.org) on the  
Financial Data-Current  
link.

Date: June 23, 2014  
To: Board of Education  
From: Rebecca Allard  
Chief School Business Official  
Subject: PMA Financial Network Signer Changes

Adding Laurie Heinz as an authorized signer for Liquid Asset Fund Account and remove Philip Bender as provided on the attached resolution and signature form effective July 1, 2014.

**RESOLUTION AUTHORIZING OR REAUTHORIZING  
PARTICIPATION IN "THE FUND"**

**A RESOLUTION FOR FORMAL APPROVAL OF THE TREASURER'S PARTICIPATION IN THE FUND BY THE BOARD  
OF THE SCHOOL DISTRICT OR COMMUNITY COLLEGE ON BEHALF OF WHICH THE TREASURER ACTS**

**WHEREAS** this Board deems it to be in the best interest of Park Ridge CCSD #64  
(insert name of School District or Community College) to participate in the Illinois School District Liquid Asset Fund Plus (the "Fund");  
and

**WHEREAS**, this Board deems it to be in the best interest of this school entity for its Treasurer to make use of, from time to time, the Fund and its programs, including the Multi-Class Series (Liquid Class and MAX Class), Term Series, Fixed Income Investments, and other Fund services that may be offered by the Trustees of the Fund; and

**WHEREAS**, this Board deems it to be in the best interest of this school entity for its Treasurer to make use of, from time to time, PMA Financial Network, Inc., PMA Securities, Inc., Prudent Man Advisors, Inc. and Harris N.A., and/or their successors; and

**WHEREAS**, various materials regarding the Fund have been presented to this Board, including copies of its Information Statement and Declaration of Trust,

**NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD:**

- That the Board authorizes (or reauthorizes) its participation in the Fund by the Treasurer of this school entity; and
- That the Treasurer or those acting on behalf of the Treasurer shall invest the school entity's available funds from time to time and withdraw such funds from time to time in accordance with the provisions of the Declaration of Trust; and
- That the Treasurer or those acting on behalf of the Treasurer shall make use of, from time to time, Fixed Income Investments offered by the Fund and which are legal under Illinois investment statutes, including but not limited to 30 ILCS235 and that which are also permitted by this school entity's investment policy; and
- That monies of this entity may be invested at the discretion of the Treasurer or those acting on behalf of the Treasurer through the intermediaries PMA Securities, Inc., PMA Financial Network, Inc., and Prudent Man Advisors, Inc. and/or their successors; and
- That the entity may open depository accounts, make permitted investments, enter into wire transfer agreements, safekeeping agreements, third party surety agreements securing deposits, collateral agreements, letters of credit, and lockbox agreements with institutions participating in Fund programs including BMO Harris Bank N.A., its successor, or programs of PMA Financial Network, Inc. and PMA Securities, Inc., and that any depository institutions shall be deemed eligible depositories for District funds per Illinois School Code Section 8-7. Monies of this entity may be deposited in financial institutions, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Income Investment Program available to participants of the Fund through the intermediaries PMA Financial Network, Inc. and PMA Securities, Inc. PMA Financial Network Inc. and/or PMA Securities, Inc. are authorized to act on behalf of this school entity as its agent with respect to such accounts and agreements; and
- That the Treasurer or those acting on behalf of the Treasurer may execute documents, financial planning contracts, financial advisory contracts and other applicable agreements, as necessary, with PMA Financial Network, Inc., PMA Securities, Inc., Prudent Man Advisors, Inc., and BMO Harris Bank N.A., and/or their successors. The following individuals, or their successors, currently holding the office or position are designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies, contracts and agreements on behalf of this school entity.

Name: Laurie Heinz Position: Superintendent Signature: \_\_\_\_\_  
Chief School

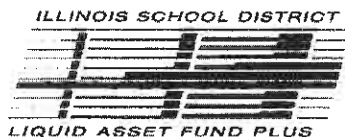
Name: Rebecca Allard Position: Business Official Signature: \_\_\_\_\_

Name: Brian Imhoff Position: Asst. Business Mg. Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_ Signature: \_\_\_\_\_

It is hereby certified that CCSD #64 Park Ridge-Niles, IL, the Treasurer of which is  
Terry Cameron adopted this Resolution at a duly convened meeting of the Board of the entity held  
on the 23 day of June, 2014, and that such Resolution is in full force and effect on this date, and that such  
Resolution has not been modified, amended, or rescinded since its adoption.

\_\_\_\_\_  
Secretary of the Board



## UPDATE OF AUTHORIZED PERSONNEL

**Note:** The authorizations on this form cover ALL CURRENT AND FUTURE ACCOUNTS UNDER YOUR ENTITY unless indicated otherwise. If you are updating check signers only, complete sections 2 & 3 and attach signature card(s).

Entity Name: Park Ridge CCSD 64Address: 164 S. Prospect AvePark Ridge  
City

IL

60068  
Zip Code

Any one of your Fund account numbers (to verify ownership):

☐ This account only**1. GENERAL AUTHORIZED PERSONNEL** (do not list check signatories here unless they have dual authorization)☐ Replace ALL previous authorizations on file☒ Add name(s) to all Accounts☐ Update these Accounts onlyPhilip Bender  
Print Name

Title

"Delete"  
SignatureLaurie Heinz  
Print NameSuperintendent  
Title

Signature

Print Name

Title

Signature

Print Name

Title

Signature

1A. Sub Account Name(s) (or Number(s))

Sub Account Name(s) (or Number(s))

**2. CHECK SIGNATORIES ONLY** (a signature card must also be completed and attached to this form)

Check One:

- ☐ This section not applicable (no Fund checking accounts or no changes at this time)
- ☐ Signature cards are attached for the following Fund account(s):

It is hereby certified that the persons listed on the attached signature card(s) have been duly elected or appointed to the respective titles; and that said persons are duly authorized present incumbents of said offices; and that specimens of their respective signatures or facsimile signatures are listed on the attached signature card; and that any \_\_\_\_\_ (insert number) of the persons on the attached signature card may sign checks against the Fund account(s) for the entity.

**3. CERTIFICATION**

This section must be signed by either 1) an authorized person as designated in the Master Account Application; or 2) the new incumbent in an authorized position – must attach a copy of the board minutes covering the appointment/election of the new incumbent. THIS PERSON MUST ALSO BE LISTED IN SECTION 1. The authorizations set forth on this form shall remain in full force and effect until the Fund receives written notification of a change.

Authorized Signature

Rebecca J. Allard  
Print Name of Authorized Signatory6/23/14  
DateChief School Business Official  
Title/Position

IN ORDER FOR THIS FORM TO BECOME EFFECTIVE, THE ORIGINAL SIGNED FORM MUST BE MAILED TO US AT:

PMA Financial Network, Inc. • 2135 CityGate Lane, 7th Floor • Naperville, IL 60563 • 630-657-6400



Date: June 23, 2014  
To: Board of Education  
From: Rebecca Allard  
Chief School Business Official  
Subject: Maine Township School Treasurer Depositories

The Board of Education Operational Services 4:30, requires an annual review and approval of the attached list of Banks, Investment Pools/Funds and Brokerage Firms used by the Maine Township School Treasurer.

## **Maine Township School Treasurer Depositories**

### **Banks:**

Associated Bank  
Bank of America  
Citibank  
Fifth Third Bank  
FirstMerit Bank  
First Midwest Bank  
Glenview State Bank  
Harris Bank  
JP Morgan Chase Bank  
MB Financial Bank NA  
Northern Trust Bank  
PNC Bank  
Private Bank  
US Bank  
Wells Fargo Bank

### **Investment Pools/Funds:**

Illinois School District Liquid Asset Fund (ISDLAF)  
Illinois School District Liquid Asset Fund Max (ISDMAX)  
Illinois Funds – Office of the Illinois State Treasurer

### **Brokerage Firms:**

RBC Dain Rauscher Incorporated  
Bank of America  
JP Morgan Chase  
Fifth Third Securities, Inc.  
First Tennessee  
First Trust  
Mizuho USA  
Pierpont Securities  
Vining Sparks  
Wells Fargo

Updated June 9, 2014

## **Operational Services**

### **Revenue and Investments**

#### **Revenue**

The Superintendent or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

#### **Investments**

The Maine Township School Treasurer shall act as the Chief Investment Officer. The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.

The Chief Investment Officer and Superintendent shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income.

#### **Investment Objectives**

The objectives for the School District's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay District obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

#### **Authorized Investments**

The Chief Investment Officer may invest District funds in one or more of the following:

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, that are guaranteed by the full faith and credit of the United States of America as to principal and interest.

2. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities.

The term "agencies of the United States of America" includes: (i) the federal land banks, federal intermediate credit banks, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 and Acts amendatory thereto, (ii) the federal home loan banks and the federal home loan mortgage corporation, and (iii) any other agency created by Act of Congress.

3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
4. Short term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least 2 standard rating services and that mature not later than 270 days from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations, and (iii) no more than one-third of the District's funds may be invested in short term obligations of corporations.
5. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (1) or (2) and to agreements to repurchase such obligations.
6. Short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations, the shares, or investment certificates that are insured by the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Chief Investment Officer, the public funds so invested will be required for expenditure by the District or its governing authority.
7. Dividend-bearing share accounts, share certificate accounts, or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principle office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.
8. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. The District may also invest any public funds in a fund

managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.

9. The Illinois School District Liquid Asset Fund Plus.
10. Repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act and the regulations issued there under. The government securities, unless registered or inscribed in the name of the District, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

Except for repurchase agreements of government securities that are subject to the Government Securities Act of 1986, as now or hereafter amended or succeeded, the District may not purchase or invest in instruments that constitute repurchase agreements, and no financial institution may enter into such an agreement with or on behalf of the District unless the instrument and the transaction meet all of the following requirements:

- a. The securities, unless registered or inscribed in the name of the District, are purchased through banks or trust companies authorized to do business in the State of Illinois.
- b. The Chief Investment Officer, after ascertaining which firm will give the most favorable rate of interest, directs the custodial bank to "purchase" specified securities from a designated institution. The "custodial bank" is the bank or trust company, or agency of government, that acts for the District in connection with repurchase agreements involving the investment of funds by the District. The State Treasurer may act as custodial bank for public agencies executing repurchase agreements.
- c. A custodial bank must be a member bank of the Federal Reserve System or maintain accounts with member banks. All transfers of book-entry securities must be accomplished on a Reserve Bank's computer records through a member bank of the Federal Reserve System. These securities must be credited to the District on the records of the custodial bank and the transaction must be confirmed in writing to the District by the custodial bank.
- d. Trading partners shall be limited to banks or trust companies authorized to do business in the State of Illinois or to registered primary reporting dealers.
- e. The security interest must be perfected.
- f. The District enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.
- g. Agreements shall be for periods of 330 days or less.
- h. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.

- i. The custodial bank must take delivery of and maintain the securities in its custody for the account of the District and confirm the transaction in writing to the District. The custodial undertaking shall provide that the custodian takes possession of the securities exclusively for the District; that the securities are free of any claims against the trading partner; and that any claims by the custodian are subordinate to the District's claims to rights to those securities.
  - j. The obligations purchased by the District may only be sold or presented for redemption or payment by the fiscal agent bank or trust company holding the obligations upon the written instruction of the Chief Investment Officer.
  - k. The custodial bank shall be liable to the District for any monetary loss suffered by the District due to the failure of the custodial bank to take and maintain possession of such securities.
11. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 11 supersedes paragraphs 1-10 and controls in the event of conflict.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer.

#### Selection of Depositories, Investment Managers, Dealers, and Brokers

The Chief Investment Officer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last 2 sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency.

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

The District may consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. The District may consider factors including:

1. For financial institutions subject to the federal Community Reinvestment Act of 1977, the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the federal Community Reinvestment Act of 1977;
2. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
3. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
4. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
5. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

#### Collateral Requirements

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, 30 ILCS 235/. The Superintendent or designee shall keep the Board informed of collateral agreements.

#### Safekeeping and Custody Arrangements

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board Statement No. 3 Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

#### Controls and Report

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Chief Investment Officer shall provide an annual investment report to the Board. The report will: (1) assess whether the investment portfolio is meeting the District's investment objectives, (2) identify each security by class or type, book value, income earned, and market value, (3) identify those institutions providing investment services to the District, and (4) include any other relevant information.

The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type.

The Board will determine, after receiving the Superintendent's recommendation, which fund is in most need of interest income and the Superintendent shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted.

#### Ethics and Conflicts of Interest

The Board and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the Board policy 2:100, *Board Member Conflict of Interest*. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.: 30 ILCS 235/.  
105 ILCS 5/8-7, 5/10-22.44, 5/17-1, and 5/17-11.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

ADOPTED: October 27, 1997

REVISED: September 14, 1999

REVISED: December 13, 1999

REVISED: January 22, 2001

REVISED: January 24, 2005

REVISED: December 14, 2009

REVISED: May 24, 2010





June 18, 2014

Mr. Scott Mackall  
Director, Facility Management  
Community Consolidated School District 64  
164 South Prospect Avenue  
Park Ridge, Illinois 60068

RE: Asbestos Abatement Contractor Bids and Letter of Recommendation – Franklin School  
Project # 21 35136A

Dear Mr. Mackall:

Bids were publicly opened for the referenced project on June 17, 2014. A total of seven (7) asbestos abatement contractors provided bids for the work. A copy of the Bid Tabulation is attached.

The low bidder for the project was Holian Asbestos Removal Corporation with a bid amount of \$59,920. Holian has successfully completed very similar projects that ENVIRON has managed in the past.

I reviewed the scope of work with Holian's estimator, Patrick Holian. Mr. Holian assured me that they have a clear understanding of the scope of work, have adequate supplies and workmen to complete the project on schedule, and that Holian is comfortable with their bid and they want the project.

Therefore, our office recommends that the asbestos abatement work be awarded to the low bidder, Holian Asbestos Removal for the amount of \$59,920. If you have any questions or require additional information, please do not hesitate to contact me.

Sincerely:

A handwritten signature in black ink that reads "Matthew F. Meyer".

Matthew F. Meyer  
Manager

Direct Dial 773.272.3527

E-mail: [mmeyer@environcorp.com](mailto:mmeyer@environcorp.com)

## BID TABULATION

**PARK RIDGE SCHOOL DISTRICT 64  
ASBESTOS ABATEMENT AT FRANKLIN SCHOOL  
SUMMER, 2014**

June 17, 2014 @ 2:00 p.m.

Contractor Name	5% Bid Bond? (yes/no)	Base Bid	Unit Cost CREDIT for Floor Tile Non Friable Method (per sq.ft.)
Colfax	Y	\$68,000	\$2.00
Kinsale	Y	\$78,000	\$2.00
HEPA			
Celtic			
Tecnica	Y	\$69,800	\$1.00
Midway	Y	\$71,950	\$2.00
NES			
Holian	Y	\$59,920	\$1.40
Luse	Y	\$84,000	\$2.20
NED	Y	\$115,750	\$5.90

Approval of Minutes

ACTION ITEM 14-06-17

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Special Board Meeting on June 9, 2014, Closed Session Minutes on June 9, 2014 and May 19, 2014 and Regular Board Meeting Minutes on May 19, 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 Special Board of Education Meeting held at 6:30 p.m.  
June 9, 2014  
Field Elementary School – North Gym  
707 N. Wisner Avenue  
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:32 p.m. Other Board members in attendance were Terry Cameron, Dathan Paterno, Scott Zimmerman, John Heyde and Vicki Lee. Board member Dan Collins was not in attendance. Also present were Superintendent Philip Bender, Assistant Superintendents Lori Hinton and Joel T. Martin, Director of Special Education/Pupil Services James Even, Director of Technology Terri Bresnahan, Chief School Business Official Becky Allard, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm, and 15 members of the public.

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

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

**APPOINTMENT OF DIRECTOR OF SPECIAL  
EDUCATION/PUPIL SERVICES**

Appointment of  
Director of  
Special  
Education/Pupil  
Services

Dr. Bender introduced Jane Boyd to replace James Even, who is retiring on June 30 after three years of service to District 64. He reported on the multi-step process to select Ms. Boyd and gave a brief summary of her accomplishments in a lengthy career in special education beginning as a classroom teacher and moving into increasingly responsible roles as an administrator. Board President Borrelli invited comment from Board members and then from the public; none were received.

**ACTION ITEM 14-06-1**

Action Item  
14-06-1

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of Jane Boyd as the Director of Special Education/Pupil Services beginning July 1, 2014 through June 30, 2015.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

### **APPOINTMENT OF WASHINGTON ELEMENTARY SCHOOL PRINCIPAL**

**Appointment of  
Washington  
Elementary  
School Principal**

Dr. Bender introduced Stephanie Daly as the next principal of Washington School. Ms. Daly is currently assistant principal shared between Carpenter and Franklin elementary schools. He described the multi-step selection process and gave a brief summary of her career in education. In response to a Board member question, Dr. Bender confirmed that the Washington parent community had been involved in the selection process. Board President Borrelli invited further Board member comments and then public comments; none were received.

### **ACTION ITEM 14-06-2**

**Action Item  
14-06-2**

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of Stephanie Daly as the Principal at Washington Elementary School beginning July 1, 2014 through June 30, 2015.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

### **PUBLIC COMMENTS**

**Public  
Comments**

Board President Borrelli invited public comments for items not on the agenda. A comment was received from Washington parent Rob Schoenstedt concerning the turnover in the principal post at the school in the last four years. Several Board members offered their perspectives on the timing of the administrative changes that have occurred.

### **APPROVAL OF MERIT-BASED COMPENSATION FOR BUILDING AND DISTRICT ADMINISTRATORS**

**Approval of Merit-  
Based Compensation  
for Building and  
District Administrators**

Dr. Bender reported on the evolution of the merit-based pay and evaluation system for administrators, which was effective beginning July 1, 2013 and is consistent with the Board's goal. He reported that 2013-14 school year was the second year for utilizing the Illinois Principal Evaluation Plan; the GNOMON Evaluation Plan continued to be used for all other District administrators. He noted that a rubric with those evaluation

tools was used to develop a scoring mechanism for use in determining ranking. Dr. Bender recommended that based on their individual scores, the salary increases recommended are between 2.0% and 2.75%, with an average of 2.56%. In response to Board member questions, he confirmed that administrators do not receive any other step or lane increases, as do teachers.

ACTION ITEM 14-06-3

Action Item  
14-06-3

It was moved by Board member Cameron and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for administrators as presented.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Zimmerman, Paterno

NAYS: Borrelli

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR SECRETARIAL STAFF  
EFFECTIVE JULY 1, 2014**

Board President Borrelli noted that the recommended increase is aligned with conversations between the Board and this employee group last year and this year to move away from traditional step increases over a two-year period, by providing a 3.5% raise for both 2013-14 and 2014-15. He noted that this increase was designed to maintain the level of income the secretarial staff would have received had they not lost their step increase, and that a merit-based system would be formulated for use as a tool in determining 2015-16 salary increases.

ACTION ITEM 14-06-4

Action Item  
14-06-4

It was moved by Board member Heyde and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for the Secretarial Staff Effective July 1, 2014.

The votes were cast as follows:

AYES: Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: Paterno

PRESENT: None.



ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR  
CUSTODIAL/MAINTENANCE STAFF EFFECTIVE JULY 1,  
2014**

**Approval of Salary  
Increases for  
Custodial/Maintenance  
Staff Effective July 1,  
2014**

Board President Borrelli noted that conversations had occurred last year and this year with this employee group similar to those with the secretarial staff, to move away from step increases over a two-year period by providing a base hourly increase of 3.5% for both 2013-14 and 2014-15. He noted that this increase was designed to maintain the level of income the custodial/maintenance staff would have received had they not lost their step increase, and that a merit-based system would be formulated for use as a tool in determining 2015-16 salary increases.

**ACTION ITEM 14-06-5**

**Action Item  
14-06-5**

It was moved by Board member Heyde and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for the Custodial/Maintenance Staff Effective July 1, 2014.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Borrelli, Zimmerman

NAYS: Paterno

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR EXEMPT STAFF  
EFFECTIVE JULY 1, 2014**

**Approval of  
Salary Increases  
for Exempt Staff  
Effective July 1,  
2014**

Dr. Bender reported that similar to other employee groups, administration is recommending a base hourly increase of 2% for all exempt employees. In response to Board member questions, he confirmed that a rubric for evaluation is being developed for use going forward.

**ACTION ITEM 14-06-6**

**Action Item  
14-06-6**

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 salary increases for the Exempt Staff Effective July 1, 2014.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR TECHNOLOGIST  
STAFF EFFECTIVE JULY 1, 2014**

Approval of Salary  
Increases for  
Technologist Staff  
Effective July 1, 2014

Dr. Bender noted that administration was recommending a base hourly increase of 2% for technologists, and that this group would also fall under the merit system for next year. In response to Board member questions, he confirmed that they do not receive step or lane increases as teachers do.

**ACTION ITEM 14-06-7**

Action Item  
14-06-7

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for the Technologist Staff Effective July 1, 2014.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR HOURLY  
EMPLOYEES EFFECTIVE JULY 1, 2014**

Approval of Salary  
Increases for Hourly  
Employees Effective  
July 1, 2014

Dr. Bender reported that this group differed from the others presented for consideration and approval this evening, and recapped the realignment in entry level hourly rates that had occurred last year. He stated that administration was recommending a base hourly increase of 2% for hourly employees, and that the starting hourly rates remain fixed at their current levels. Dr. Bender and Assistant Superintendent Martin confirmed that this group of employees does not receive step or lane increases, and that a merit system would not apply.

**ACTION ITEM 14-06-8**

Action Item  
14-06-8



It was moved by Board member Cameron and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for the current Hourly Staff Effective July 1, 2014.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Zimmerman

NAYS: Borrelli, Paterno

PRESENT: None.

ABSENT: Collins

The motion carried.

**BACKGROUND AND APPROVAL OF MERIT AWARD PROGRAM 2013-14**

Background and  
Approval of Merit  
Award Program  
2013-14

Dr. Bender reported that the District has had a tradition of offering merit awards yearly, and that for over 20 years, the Superintendent has honored selected individuals with a one-time cash award ranging from \$500 - \$2,500 based on exemplary performance and leadership as identified through the administrative performance/evaluation tool. He noted that a pool of \$25,000 is traditionally provided for this program, and if so approved by the Board, he would introduce the 2013-14 merit award winners and describe their specific accomplishments.

Board members then shared their views and questions about the program related to the program's goal; effectiveness as an incentive for increasing excellence; inclusion of administrators in their final year with the District; distinction of awards being made solely on recommendation of the Superintendent for work already completed during 2013-14 school year; previous Board discussions to establish the current program; and current concerns about the District's budget. It was further noted that the Board had previously scheduled to discuss the overall program at the July 14 meeting.

**ACTION ITEM 14-06-9**

Action Item  
14-06-9

It was moved by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, remove Dr. Terri Bresnahan and Mr. James Even from the Merit Awards for 2013-2014 as presented.

There was no second to the motion.

It was moved by Board member Heyde and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Merit Awards for 2013-2014 as presented.

The votes were cast as follows:

AYES: Heyde, Zimmerman

NAYS: Lee, Cameron, Borrelli, Paterno

PRESENT: None.

ABSENT: Collins

The motion failed.

Board members continued to discuss the Superintendent's merit award program as part of the evaluation and compensation program for administrators, and the need to offer clear direction going forward.

#### **UPDATE ON BOARD GOAL/COMMUNICATIONS #1-WEBSITE**

Update on Board  
Goal/Communications  
#1-Website

Technology Director Bresnahan and Public Information Coordinator Tramm provided a preview of the District's new website, which includes a complete revamping of both the District and school sites. They pointed out key features, which were developed based on an in-depth study completed by an outside consultant, including: emphasis on a user-focused experience recognizing that different users have different needs and interests; enhanced search capability; consistent layout across District and school sites; prominent access to calendars/events; "responsive" design that adapts automatically to cell phones, tablets, laptops, etc.; clear navigation; and school information separated from District information. Dr. Bresnahan and Ms. Tramm responded to Board member questions about the functions of various features, accessibility of Board meeting and financial information, and search capability. They also described the timeline for the official launch later in June, as well as training, feedback and continued development going forward.

#### **DISCUSSION OF BOARD MEMBER VACANCY**

Discussion of Board  
Member Vacancy

Board President Borrelli presented a proposed timeline to follow based on Board Policy 2:70 to review applications and select a replacement for the vacancy created by the resignation of Board Secretary Terry Cameron, which will be effective June 30. Based on the already established deadline of June 23 to receive applications, Board President Borrelli suggested that special meetings be held on: June 30 to review all applications received by the deadline; July 7 to interview selected finalists; and July 11 to vote on the appointment and swear in the new member. Board President Borrelli noted that the Board could appoint a temporary secretary for the July 7 meeting and vote on a permanent replacement at the July 11 meeting. There was general consensus among the Board for this timeline, however Board member Zimmerman stated he would not be in attendance on July 11 however a quorum should still be present.

#### **FIRST READING AND APPROVAL OF BOARD POLICY 2:70**

First Reading  
and Approval of  
Board Policy 2:70

Board President Borrelli then turned to a discussion of how the Board's deliberations concerning the Board candidate applications should be conducted, noting that Board Policy 2:70 states that the Board may invite prospective candidates for personal interviews to be conducted during duly scheduled closed meetings. He noted the policy is in conformance with the Open Meetings Act that provides this exemption for a closed session. Board members then discussed whether all or a portion of the process should be conducted in open session, and the rationale for doing so, and whether the policy should be changed all in one step by Board action at tonight's meeting to give clear direction of the Board's intent to the community and prospective candidates. Board members suggested various wording to separate the candidate interviews from the Board's deliberations, and reached consensus that it would be beneficial to move forward tonight.

ACTION ITEM 14-06-10

Action Item  
14-06-10

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the changes to Board Policy 2:70 as presented and to include the additional words at the end of the final sentence: "and candidate deliberations to occur in closed session."

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF THE FARNSWORTH GROUP PROPOSAL  
FOR RETRO-COMMISSIONING SERVICES FOR  
CARPENTER ELEMENTARY SCHOOL**

Approval of the  
Farnsworth Group  
Proposal for Retro-  
Commissioning  
Services for Carpenter  
Elementary School

Chief School Business Official Allard presented a recommendation to utilize the Farnsworth Group to provide retro-commissioning services for Carpenter School HVAC. She provided background information about the continuing problems at Carpenter, and noted this independent review would provide a third-party professional evaluation of the system design, equipment selected and installed, quality of the installation, and operation of the system installed directly to the District. She reported that Farnsworth has already been engaged as part of the Field School project this summer, and that this work would be separate from those activities. Ms. Allard and Facility Management Director Mackall responded to Board member questions concerning the timeline, areas to be reviewed, potential cost-sharing of the review, Farnsworth's relationship to architects Fanning Howey, and process used to select Farnsworth and its professional reputation. During

this period, Board members shared their views and expressed their frustrations concerning the ongoing problems at Carpenter, focusing on the added cost for this review, and the imperative to find answers as soon as possible, determine responsibility, and develop solutions. Ms. Allard noted various alternatives, such as performance bonds, available to the District to recoup funds as the situation becomes clearer through the Farnsworth report.

Board President Borrelli invited public comments on the proposal. Carpenter Principal Brett Baldulf noted that although the most recent problem affected zone 3 as stated earlier this evening, the operation of both the heating and cooling of the entire school continues to be the issue.

**ACTION ITEM 14-06-11**

Action Item  
14-06-11

It was moved by Board member Paterno and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the contract for retro-commissioning services with the Farnsworth Group for the lump sum fee of \$64,869.57.

Following further discussion, it was then moved by Board member Paterno and seconded by Board member Cameron to amend the motion to approve the contract for time and materials not to exceed \$64,869.57.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**CONSENT AGENDA**

Consent  
Agenda

Board member Zimmerman requested to remove the Memorandum of Understanding regarding psychologists originally included in the Consent Agenda to a separate action item.

**A. PERSONNEL REPORT**

Jane Boyd	Employ as Director of Special Education/Pupil Services effective July 1, 2014 - \$126,000.
Monica Bridges	Employ as 10-month School Secretary at Carpenter School effective August 11, 2014 - \$18.65.



Special Board of Education Meeting Minutes  
June 9, 2014

Ashley Carlborg	Employ as (.60) Speech Language Pathologist at Jefferson School effective August 25, 2014 - \$38,211.00.
Max Hellermann	Employ as Music – Instrumental-Orchestra Teacher at Lincoln School effective August 25, 2014 - \$54,783.00.
Stephanie Daly	Change of Assignment from Elementary School Assistant Principal for Franklin/ Carpenter Schools to Elementary School Principal for Washington School effective July 1, 2014 - \$109,000.
Kristie Harvalis	Request Maternity/FMLA as 5th Grade Teacher effective 8/25/14 – 9/15/14 (tentative) - Roosevelt School.
Helene Zukas	Request Maternity/FMLA as TPI Teacher effective 12/6/14 – 3/2/15 (tentative) - Roosevelt School.
Julia Simone	Extend Employment as Summer Registration Secretary June 23 through August 8, 2014 - ESC (9-2 Monday-Thursday).
Rebecca Glans	Employ as Summer School Early Childhood Teacher effective 6/23/14 - Jefferson School.
Afreen Firdous Rachel Hubbard Mary Lou Jaros Bradley Stetzenmeyer	Employ as Summer School Early Childhood Assistants effective 6/23/14 - Jefferson School.
Nicole Thomas	Employ as Summer School Special Education Assistants effective 6/17/14 - Washington School.
Lisa Anderson Ashley Arsenault Betty Berg Melisa Bergen Myra Berko Andrew Bielenda Jamie Brown Katelyn Elder Caitlin Eskew Cara Filipiak Holly Handler Valerie Heichel Andrea Hetzke Amanda Hurst Pat Jasinowski	Employ as Summer School Teachers effective 6/17/14 - Washington School.  Technologist *Plus Bus Stipend  Employ as Summer School Teachers effective 6/17/14 - Washington School (continued).  Technologist

Special Board of Education Meeting Minutes  
June 9, 2014

<p>Brittney Joyce Colleen King Jean Kulnig Sara Malecki Catherine Mayer Jacqueline Mayer Patricia Mayer Shirlee Pater Rene Polinski Erin Roche Alex Rubenstein Amy Sara Maureen Schelhammer Alex Shalzi Sara Slimak Linda Thomas Leslie Wesolowski Cheryl Williams</p>	
<p>Ashley Apa Melisa Bergen Gisella Calo Kelly Fleck Kayla Forsythe Jennifer Ghisolf Emma Hogan Amanda Hurst Elisabeth Jacobsen Georgeanne Jaffe Katie Kennedy Colleen King Katherine Kopoulos Karin Lennon Ceci Li Bandon Nidea Hailey Pater Janice Roche Nancy Stummer Taylor Sutscheck Susan Sweeney Margaret Thomas- Cary Anna Toulon Katie Walsh</p>	<p>Employ as Summer School Assistants effective 6/17/14 - Washington School.</p>
<p>Christine Balcarcel (Plus book bag coordinator)</p>	<p>Employ as Summer School Teachers effective 6/17/14 - Lincoln School.</p>

<p>Erica Bartnicki Terry Broeker Karen Corsello Taylor Crowley Elina Eramia Josh Hammond Maureen Heneghan Sue Herman Rich Hobson Emily Hrobsky Brian Jacobi Elisabeth Jacobsen Natalie Jacobsen Mike Johnson Justin Jonas Pam Karnatz Franny Keyes Jessica Kwasny Chris LoPresti Lauren Maloney Brandi Medal Theresa Moore Timothy Moore Mark Pancini Paula Papaioannou Amanda Pelsor Christie Rubeo Aaron Schauer Julie Viola Asma Yazdani</p>	<p>Technologist</p> <p>*Plus Bus Stipend</p>
<p>Grace Householder Lindsay Jozwiak Chris LoPresti Mark Pancini Brittany Pater Nicole Roman Deborah SanGabino Antoinette Viola Victoria Viola Asma Yazdani</p>	<p>Employ as Summer School Assistants effective 6/17/14 - Lincoln School.</p>

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

**B. BILLS**

10 – Education Fund -----	\$ 185,287.82
20 – Operations and Maintenance Fund -----	159,928.60
30 – Debt Services -----	-
40 – Transportation Fund -----	135,278.90
50 – Retirement (IMRF/SS/Medicare) -----	-
60 – Capital Projects -----	4,152.41
80 – Tort Immunity Fund -----	63,723.00
90 – Fire Prevention and Safety Fund -----	-

Checks Numbered: 117519 – 117651

Total: \$ 548,370.73

Accounts Payable detailed list can be viewed on the District 64 website  
[www.d64.org](http://www.d64.org) > Business Services.

**C. APPROVAL OF INTERGOVERNMENTAL AGREEMENT FOR SHARED  
ASSISTIVE TECHNOLOGY SERVICES 2014-15**

**D. APPROVAL OF ANNUAL TECHNOLOGY PURCHASES**

**ACTION ITEM 14-06-12**

**Action Item  
14-06-12**

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 June 9, 2014, which includes the Personnel Report, Bills, Approval of Intergovernmental Agreement for Shared Assistive Technology Services 2014-15 and Approval of Annual Technology Purchases.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF MEMORANDUM OF UNDERSTANDING  
INCLUSION OF PSYCHOLOGISTS IN THE PREA  
BARGAINING UNIT AND IMPACT OF REDUCTION-IN-  
FORCE**

Board member Zimmerman shared his concerns about how the proposed agreement would impact individual employees. Board President Borrelli and other Board members reviewed the key issues and history of the negotiations with the psychologists and

Approval of  
Memorandum of  
Understanding  
Inclusion of  
Psychologists in the  
PREA Bargaining  
Unit and Impact of  
Reduction-in-Force



PREA to reach this agreement, which is intended to incorporate the psychologists into the Park Ridge Education Association (PREA).

ACTION ITEM 14-06-12a

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 Memorandum of Understanding Inclusion of Psychologists in the PREA Bargaining Unit and Impact of Reduction-in-Force.

Action Item  
14-06-12a

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Borrelli, Paterno

NAYS: Zimmerman

PRESENT: None.

ABSENT: Collins

The motion carried.

**BOARD MEMBER LIAISON REPORT**

Board Member  
Liaison Report

There were no reports.

**OTHER DISCUSSION AND ITEMS OF INFORMATION**

Other Discussion  
and Items of  
Information

Dr. Bender pointed out items provided for the Board's review, including upcoming meeting agendas, an update on student learning - instructional technology coaching, and an update on the new Infosnap online registration process for families.

Dr. Bresnahan responded to Board member questions about the equipment to be included in the refresh cycle, as approved in the annual technology purchase approved in the consent agenda. Board members also commented on the breakdown information on student fees included with the Infosnap registration this year.

**ADJOURNMENT TO CLOSED SESSION**

Adjournment to  
Closed Session

At 9:12 p.m., it was moved by Board President Borrelli and seconded by Board member Heyde to adjourn to closed session to discuss: 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)], with no action to be taken and not to return to open session.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

The closed session was adjourned at 10:10 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

DRAFT

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Board Meeting held at 7:30 p.m.  
May 19, 2014  
Emerson Middle School – Multipurpose Room  
8101 N. Cumberland Avenue  
Niles, IL 60714**

Board President Borrelli called the meeting to order at 7:35 p.m. Because Board Secretary Terry Cameron was attending by telephone, Board President Borrelli asked Board member Heyde to lead the roll call. In addition to President Borrelli, other Board members present were Dan Collins, Dathan Paterno, Scott Zimmerman, Vicki Lee, and John Heyde; Board member Terry Cameron attended by telephone. Also present were Assistant Superintendents Lori Hinton and Joel T. Martin, Director of Special Education/Pupil Services Jim Even, Business Manager Becky Allard, Public Information Coordinator Bernadette Tramm and about 100 members of the public. Superintendent Philip Bender joined the meeting in progress.

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>

**PLEDGE OF ALLEGIANCE AND WELCOME**

Pledge of  
Allegiance and  
Welcome

Principal Jim Morrison welcomed the Board to Emerson School. He introduced two students from Rachel's Challenge Club to lead the Pledge; two student singers then performed "The Star-Spangled Banner." Students then explained the Rachel's Challenge activities and goals for the program at Emerson. Dr. Morrison then provided a snapshot of some of the ways technology is being implemented at Emerson this year, and highlighted four specific sites from the digital "wall" that showcases recent student work. Board President Borrelli thanked Dr. Morrison for the warm welcome and sharing of student work from the middle grade students.

**RECOGNITION OF STUDENT AWARDS**

Recognition of  
Student Awards

Assistant Superintendent Hinton introduced students who were being specially recognized for outstanding accomplishments. She was joined by Curriculum Specialists Sonja Dziedzic, Brian Jacobi and Meghan Keefer to bring forward 31 students receiving Scholastic Art & Writing Awards, music awards, Young Authors, and the District Spelling Bee during the 2013-14 school year. Board members congratulated the students individually for their achievements.

**RECOGNITION OF TENURED TEACHERS**

Recognition of  
Tenured  
Teachers

Assistant Superintendent Martin noted that according to Illinois School Code, a teacher is considered a probationary teacher for the first four years of their work in District 64, and are frequently observed, critiqued and formally evaluated at least twice. At the end of that four-year period, tenure is

bestowed on those teachers who have demonstrated and consistently shown a high standard of instructional quality that is expected of District 64 teachers. He announced that 15 teachers would be receiving the recognition of tenure, and congratulated them for reaching this milestone. Park Ridge Education Association President Andy Duerkop also welcomed and congratulated the teachers. Board members then congratulated each teacher individually.

#### **ELF GRANT AWARDS**

#### **ELF Grant Awards**

Carolyn Sitkiewicz, Ted Smith and Kathleen Hagenlocker from the District 64 Elementary Learning Foundation presented almost \$50,000 in grant awards for the 2014-15 school year, including funding for five projects: a digital media lab at Emerson School; improving executive function at both middle schools; a gardening project at Jefferson School; social-emotional learning parent workshops at Carpenter School and District-wide; and a seed library at Lincoln School. Teachers and staff members were individually congratulated for their innovative programs being recognized through these grants.

#### **UPDATE ON TIF AGREEMENT**

Speaking on behalf of the Board, Board President Borrelli provided additional background and comments on the District's letter of Friday, May 9, to the Park Ridge City Council demanding that the City meet its long-overdue financial obligation to the District under terms of the Uptown TIF agreement. The purpose of the 2003 intergovernmental contractual agreement was to partially offset the TIF's impact on the funds available to District 64 to educate students. He reviewed events of recent months that prompted the District's demand for payment, and also offered a fuller timeline and additional background. He pointed out that without the money the City owes District 64, the District is looking at a diminished budget, potential program cuts and larger class sizes. Board President Borrelli concluded by thanking the community for its patience and understanding as District 64 works through this challenging issue. [The full text of his statement and timeline were issued as a news release at the meeting, and are available on the District 64 website.]

#### **PUBLIC COMMENTS**

#### **Public Comments**

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

- Dean Krone, former District 64 Board member, shared a letter he had prepared to the people of Park Ridge to explain how the District's current disagreement about the TIF had come about, the history behind the TIF district, how there came to be an agreement in the first place, and what has happened since then to lead to the current situation. He distributed copies of the letter, and stated he was seeking publication in local newspapers.

#### **APPOINTMENT OF DIRECTOR OF INNOVATION AND INSTRUCTIONAL TECHNOLOGY**

Dr. Bender introduced Mary Jane Warden as the new director effective July 1. He noted that the title change from Director of Technology reflects the evolution of

technology's role within District 64 into an integrated resource to support student learning. He reviewed her experience most recently as technology coordinator for the Northern Suburban Special Education District for two years, and noted that she previously was Director of Technology for eight years in Lincolnwood School District 74. He provided additional background and reviewed the selection process. Board President Borrelli offered an opportunity for Board comment and for comments from the public; none were received.

ACTION ITEM 14-05-1

Action Item  
14-05-1

It was moved by Board member Heyde and seconded by Board member Zimmerman 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.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**CONSENT AGENDA**

Consent  
Agenda

**A. PERSONNEL REPORT**

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 Yurkovic	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
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	Employ as Summer School Special Education Assistants effective 6/17/14 – Washington School.

Rebecca Hebding Michele Perchess	Employ as Summer School Special Education Teachers effective 6/17/14 - Lincoln School.
Linda Adamowski Sean Aiello Tyler Cempre Jillian Cohen Rita Downing Mallory Machon Callie McLean Katrina Olson Niki Pappas	Employ as Summer School Special Education Assistants effective 6/17/14 - Lincoln School.
Maura Kapolnek Barbara Murphy	Employ as Summer School Early Childhood Speech-Language Pathologist effective 6/23/14 - Jefferson School.
Georgette Demarinis Christy Holtz Mariellyn Kowatsch Marisha Lewis	Employ as Summer School Early Childhood Teachers effective 6/23/14 - Jefferson School.
Lynne Bonahoom Charlotte Franzen Jamie Hall Liz Hattam Debbie Keehn Sandra Koljovic Mary Ann Murray Patti Radaios	Employ as Summer School Early Childhood Assistants effective 6/23/14 - Jefferson School.

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

## B. BILLS, PAYROLL AND BENEFITS

### 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
60 - Capital Projects -----	-
80 - Tort Immunity Fund -----	-

Checks Numbered: 10189-10296

Total: \$4,028,291.40

Direct Deposit: 900052635-9000542047

Accounts Payable detailed list can be viewed on the District 64 website [www.d64.org](http://www.d64.org)  
> Departments > Business Services.

**C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING  
APRIL 30, 2014**

Monthly updates may be viewed on the District 64 website [www.d64.org](http://www.d64.org) >  
Departments > Business Services.

**D. APPROVAL OF BID FOR COPIER PAPER**

**E. APPROVAL OF COPIER REPLACEMENT**

**F. APPROVAL OF BID FOR STEAM TRAP REPLACEMENT**

**G. APPROVAL OF BID FOR CUSTODIAL SUPPLIES**

**H. APPROVAL OF FINAL CALENDAR FOR 2013-14**

**I. APPROVAL OF POLICIES FROM PRESS ISSUES 83 AND 84**

**J. DESTRUCTION OF AUDIO CLOSED MINUTES**

**ACTION ITEM 14-05-2**

Action Item  
14-05-2

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 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:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

### **APPROVAL OF MINUTES**

Approval of  
Minutes

#### **ACTION ITEM 14-05-3**

Action Item  
14-05-3

It was moved by Board member Zimmerman 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 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:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

### **BOARD MEMBER LIAISON REPORT**

Board Member  
Liaison Report

Dr. Bender reported on the final Traffic Safety meeting of the year. Board member Lee reported on the PTO/ A Presidents group meeting held this morning, which included both outgoing and incoming officers. She also reported on the Sustainability Committee meeting and noted that waste free lunch and recycling have emerged as key initiatives for 2014-15.

### **OTHER DISCUSSION AND ITEMS OF INFORMATION**

Other Discussion  
and Items of  
Information

Dr. Bender pointed out various items provided to the Board as noted on the agenda. Dr. Hinton responded to Board member questions from her

Department for Student Learning update on feedback from the first year of implementation of the math curriculum and infrastructure readiness for the online PARCC exams in the coming year. Business Manager Allard responded to questions about the collection of student fees and reporting to credit bureaus.

Turning to the Fanning Howey memo on the most recent Carpenter School HVAC issues, Dr. Bender and Ms. Allard announced that District 64 had brought in the Farnsworth Group to tour Carpenter, meet with key individuals, and develop a plan to conduct an independent review for District 64 of the design, equipment and installation at Carpenter. A proposal will be provided for Board consideration at the next meeting.

### **ADJOURNMENT TO CLOSED SESSION**

Adjournment to  
Closed Session

At 9:14 p.m., it was moved by Board President Borrelli and seconded by Board member Paterno to adjourn to closed session to discuss 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)]; 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)], not to reconvene in open session.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The regular Board meeting adjourned from closed session at 11:12 p.m.

---

President

---

Secretary

Board Member Liaison Report

There are none to report.

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

Board of Education Agenda  
Monday, July 14, 2014  
Jefferson School – Multipurpose Room  
8200 Greendale 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, July 14, 2014**

**TIME**

**APPENDIX**

- |           |   |
|-----------|---|
| 7:30 p.m. | <p><b>Meeting of the Board Convenes</b></p> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Introductions</li> <li>• Opening Remarks from President of the Board</li> <li>• <b>Public Comments</b></li> <li>• <b>Discussion of Superintendent Merit Award Program</b> <span style="float: right;">A-1</span> <ul style="list-style-type: none"> <li>-- Superintendent</li> </ul> </li> <li>• <b>Board Adopts Tentative Budget for 2014-15 and Establishment of Public Hearing Date</b> <span style="float: right;">A-2</span> <ul style="list-style-type: none"> <li>-- Chief School Business Official <span style="float: right;">Action Item 14-07-1</span></li> </ul> </li> <li>• <b>Resolution #1124 Regarding the School District to Pay Certain Invoice Prior to Board Approval of the August 25, 2014 Regular Board of Education Meeting</b> <span style="float: right;">A-3</span> <ul style="list-style-type: none"> <li>-- Chief School Business Official <span style="float: right;">Action Item 14-07-2</span></li> </ul> </li> <li>• <b>Consent Agenda</b> <span style="float: right;">A-4</span> <ul style="list-style-type: none"> <li>-- Board President <span style="float: right;">Action Item 14-07-3</span> <ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills, Payroll, and Benefits</li> <li>• Approval of June Financials Ending June 30, 2014</li> <li>• Approval of Student-Parent Handbook 2014-15</li> <li>• Approval of Bid for Roofing Repairs</li> <li>• Approval of Bid for Concrete Replacement</li> <li>• Approval of Bid for Flooring Replacement</li> <li>• Appointment of Hearing Officer</li> <li>• Release of Closed Minutes</li> <li>• Destruction of Audio Closed Minutes (none)</li> </ul> </li> </ul> </li> <li>• <b>Approval of Minutes</b> <span style="float: right;">A-5</span> <ul style="list-style-type: none"> <li>-- Board President <span style="float: right;">Action Item 14-07-4</span> <ul style="list-style-type: none"> <li>• Closed Session Minutes.....July 12, 2014</li> </ul> </li> </ul> </li> </ul> |
|-----------|---|

- Special Board Meeting Minutes.....July 11, 2014
- Special Board Meeting Minutes.....July 7, 2014
- Closed Session Minutes.....July 7, 2014
- Closed Session Minutes.....June 30, 2014
- Special Board Meeting Minutes .....June 30, 2014
- Regular Board Meeting Minutes.....June 23, 2014
- Closed Session Minutes.....June 23, 2014

- **Board Member Liaison Report** A-6  
 -- Board of Education

- **Other Discussion and Items of Information** A-7  
 -- Superintendent
  - Upcoming Agenda
  - Memoranda of Information
    - Follow-up on Collection of Student Fees
    - Update on Year 1 Implementation of Math Program
    - Senior Tax Exchange Program
  - Minutes of Board Committees (none)
  - Other
    - Update on Summer Construction Projects

- **Adjournment**

Next Regular Meeting: **Monday, August 25, 2014**  
 Regular Board Meeting – 7:30 p.m.  
**Jefferson School – Multipurpose Room**  
 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**

#031

**2013-2014**

To: Board of Education

From: Brian Imhoff, Assistant Business Manager 

Date: June 23, 2014

Subject: Follow-up on Collection of Student Fees

Early Success of Infosnap System

The District launched the Infosnap 2014-15 online registration system on June 11, 2014. With Infosnap, parents pay their school fees at the same time that they are updating student demographic, medical, and family and emergency contact information. This streamlined process makes paying fees more convenient for parents, and the District has seen a noticeable increase in the amount of fee collections in June as compared to last year.

Fees Collected in June by School Year	
Infosnap 2014-15*	2013-14
\$187,532	\$89,339

\* Through June 17th

2013-14 School Year

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 4<sup>th</sup> 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 21<sup>st</sup> unless the parent had set up a formal installment payment plan with the District. As noted in the table, the District has collected approximately \$35,000 of unpaid fees related to the 2013-14 school year since the collection agency began its efforts. The collection agency has retained \$1,903 of the amount collected in accordance with the contract to provide services to the District.

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 24<sup>th</sup>, 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:

<b>Date</b>	<b>Unpaid Fee Balance</b>
February 24, 2014	\$ 77,067
March 18, 2014	\$ 75,942
April 22, 2014	\$ 73,083
May 13, 2014	\$ 71,858
June 17, 2014	\$ 66,947

The collection agency has retained \$1,195 of the \$10,120 collected in accordance with the contract to provide services to the District.

## Review of Unpaid Student Fees 2013-14

Building	June 17, 2014			May 13, 2014			April 22, 2014			March 18, 2014			February 19, 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	12	\$ 1,813		17	\$ 2,127		15	\$ 2,073		17	\$ 2,709		19	\$ 3,642	
Field	11	\$ 2,056		12	\$ 2,281		11	\$ 2,347		14	\$ 3,047		20	\$ 4,330	
Franklin	21	\$ 4,538		23	\$ 4,841		22	\$ 4,765		24	\$ 5,023		29	\$ 6,150	
Roosevelt	21	\$ 4,536		22	\$ 4,793		23	\$ 4,833		27	\$ 5,129		32	\$ 6,454	
Washington	11	\$ 1,802		13	\$ 2,030		15	\$ 2,470		19	\$ 3,227		26	\$ 4,713	
Jefferson	1	\$ 19		1	\$ 37		1	\$ 37		1	\$ 56		3	\$ 133	
Emerson	41	\$ 12,139		44	\$ 12,789		46	\$ 13,217		52	\$ 14,820		65	\$ 18,396	
Lincoln	40	\$ 11,101		41	\$ 11,659		41	\$ 11,930		44	\$ 12,521		57	\$ 15,244	
<b>Total</b>	<b>158</b>	<b>\$ 38,004</b>		<b>173</b>	<b>\$ 40,557</b>		<b>174</b>	<b>\$ 41,672</b>		<b>198</b>	<b>\$ 46,532</b>		<b>251</b>	<b>\$ 59,062</b>	

Building	January 20, 2014			December 10, 2013			November 12, 2013			October 17, 2013			September 10, 2013		
	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	22	\$ 4,147		30	\$ 5,904		38	\$ 7,430		42	\$ 7,865		90	\$ 14,588	
Field	23	\$ 4,740		37	\$ 7,422		42	\$ 8,084		55	\$ 10,396		101	\$ 14,372	
Franklin	38	\$ 7,891		45	\$ 9,295		55	\$ 11,082		62	\$ 12,055		107	\$ 15,936	
Roosevelt	44	\$ 8,708		55	\$ 11,216		67	\$ 13,092		74	\$ 14,287		123	\$ 23,116	
Washington	29	\$ 5,277		37	\$ 6,714		43	\$ 8,196		61	\$ 11,475		98	\$ 16,335	
Jefferson	2	\$ 117		2	\$ 138		2	\$ 138		3	\$ 252		18	\$ 1,764	
Emerson	79	\$ 23,180		90	\$ 26,566		101	\$ 28,984		119	\$ 33,158		190	\$ 41,396	
Lincoln	70	\$ 19,407		76	\$ 21,863		90	\$ 26,046		109	\$ 31,549		167	\$ 40,834	
<b>Total</b>	<b>307</b>	<b>\$ 73,467</b>		<b>372</b>	<b>\$ 89,118</b>		<b>438</b>	<b>\$ 103,052</b>		<b>525</b>	<b>\$ 121,037</b>		<b>894</b>	<b>\$ 168,341</b>	

Change since Sept 10	
\$	12,775
\$	12,316
\$	11,398
\$	18,580
\$	14,533
\$	1,745
\$	29,257
\$	29,733
\$	130,337

Note: Of the unpaid total at June 17th, the District has \$717 committed to be paid through installment plans.



To: Board of Education

From: Scott Mackall, Director of Facility Management

Date: June 23, 2014

Subject: Summer Construction Projects

Attached are the minutes from the June 10, 2014 Field Progress Meeting. The meeting minutes in part, reflect *work performed* and *work to be completed* in the weeks ahead. In addition, a construction schedule for the project is included (attachment 1). Also provided to you in this report, is the schedule for installation of the camera's and door access systems from Sonitrol (attachment 2).

At this time these projects are running smoothly and on time. The District is also out to bid on three other maintenance projects:

- Roof repair at Emerson, Jefferson and Franklin Schools
- Concrete repair at Lincoln, Roosevelt, Jefferson and Franklin Schools
- Flooring replacement at Franklin school.

The Facilities Department will be bringing those results to you on July 14, 2014 for your approval.

The Facilities Department is also working with the Technology Department on the Raptor (visitor information system) installation. As we move forward with this project I will provide you with additional information.

# FANNING HOWEY

## PROGRESS MEETING NO. 6

Date: June 10, 2014  
By: Edward J. Sawa

## FIELD ELEMENTARY SCHOOL - 2014 MECHANICAL IMPROVEMENTS

### PARK RIDGE-NILES CCSD 64

Park Ridge, IL  
Project No. 213012.02

Present: Scott Mackall, Director of Facility Management, Park Ridge-Niles CCSD 64; Susan Walsh, Principal, John Imber, Head Custodian and Walter Gansz, Custodial Operations, Field Elementary School; Peter Bergen, Bergen Construction Corporation; Mark Kurzawski, Klass Electric; Brandon Hubner, Premier Mechanical, Inc.; Patrick McKinney, ABC, LLC; Keri VanSant and Doug Partington, Fanning/Howey Associates, Inc.

**It is the responsibility of each Prime Contractor to distribute this Progress Meeting Report to their subcontractors.**

Following is a report of our interpretation of the information presented during the meeting on the above date. If you find anything within the items noted with which you disagree, please inform us, in writing, within 10 calendar days of receipt.

### **Work Performed for the Previous 2 Weeks (through June 10, 2014):**

#### Bergen Construction Corporation

1. Complete removal of the boiler gaskets and related materials (through the Owner) in the boiler room.
2. Boiler demolition operations in the boiler room started.
3. Sheet metal ductwork installation continued in the attic.
4. Start installation of variable air volume units.
5. Install piping to variable air volume units.
6. Continue installation of fire alarm conduit.
7. Start installation of lighting control conduit raceways.
8. Remove existing equipment from the storage room adjacent to the boiler room (by Owner).

### **Work To Be Completed in the Next 1 Week (through June 17, 2014):**

#### Bergen Construction Corporation

1. Install fire alarm and lighting control conduit raceways.
2. Install fire alarm devices.
3. Continue to install sheet metal ductwork.
4. Continue to install heating piping.
5. Install temporary fencing (second system adjacent to the reinforced concrete deck/roof above the storage room).
6. Start removal of the reinforced concrete deck/roof.
7. Install temporary protection on the existing mechanical room door that will be exposed once demolition of the concrete deck/roof begins.
8. Install temporary Masonite paneling in the existing facility to protect the existing materials.
9. Remove existing unit ventilators.
10. Start demolition associated with the air-handling unit.
11. Start installation of temperature control related conduit raceways.

### **Requests for Interpretation (RFI):**

1. Fifteen RFIs have been submitted to Fanning Howey.

ARCHITECTURE | ENGINEERING

32 Main Street | Suite C | Park Ridge, IL 60068

847.292.1039 | fax 847.292.1021 | [www.fhai.com](http://www.fhai.com)

2. RFI Nos. 1 and 10 have been responded to by Fanning/Howey
3. The Architect/Engineer is currently addressing RFI Nos. 11 through 15. Responses will be issued separately.

**Proposal Requests (PR):**

1. The Proposals for PR No. 1 and 2 have been accepted.
2. Per the request of the Owner, the Architect/Engineer is to issue a PR for providing electromagnetic hold open devices at the 2 double set of hollow metal doors between the south gymnasium and the adjacent corridor.
3. Per the request of the Owner, the Architect/Engineer is to issue a PR for removal of the existing asphaltic concrete surface course at the hard surface play areas and existing asphaltic concrete drives.
4. The Architect/Engineer is to issue a PR for providing fin tube unit heaters within the elevator equipment room.
5. Peter Bergen is in the process of submitting a Proposal for providing new vertical heating supply piping risers in the south classroom area (1951 addition), Kitchen 105, Gymnasium 107, and rear area of Stage 109A.

**Architect's Supplemental Instructions (ASI):**

1. No ASI's have been issued to date.

**Change Orders (CO):**

1. The Architect/Engineer returned fully executed CO No. 1 to Peter Bergen this date.

**Cash Allowances (CA)**

1. The Architect/Engineer returned fully executed CA Nos. 1 and 2 to Peter Bergen this date.

**Owner Comments:**

1. Susan Walsh expressed her concern regarding an incident where field personnel drove their vehicle over the hard surface play area while students were present. The vehicle was used to remove demolished materials from the boiler room. Susan Walsh indicated this practice is not acceptable and must not happen again. Peter Bergen will make sure there will not be a reoccurrence of this condition.
2. Susan Walsh expressed her concern regarding an incident where field personnel were walking through where students were participating in a spring picnic. All field personnel must remain completely clear of student areas or gatherings. Susan Walsh indicated this practice is not acceptable and must not happen again. Peter Bergen will make sure there will not be a reoccurrence of this condition.
3. Susan Walsh indicated that there should be no parking on the hard surface play areas by field personnel.
4. Susan Walsh stated the last day for faculty is June 14, 2014. Susan Walsh requested no field personnel access or materials be placed in the existing corridors. No Work will occur on this date. Peter Bergen indicated 2 field personnel would be assigned to the facility to address the delivery and offloading of Masonite® panels on June 14, 2014. Once the materials are delivered and offloaded, the field personnel will depart from the Project site immediately.
5. Scott Mackall will contact ESC with regard to the procurement of testing services for the sub-grade soil borings, cast-in-place concrete, and steel reinforcement.
6. The pencil copy for Application and Certificate for Payment No 1 is to be submitted on May 30, 2014. The formal submission of the Application and Certificate for Payment needs to be received by Maggie Zapfe, Fanning Howey, 9025 N. River Road, Suite 200, Indianapolis, Indiana, no later than June 9, 2014. The Architect/Engineer is to process and have signed

- documents delivered to Rebecca Allard, Chief School Business Official on June 17, 2014. The first Application and Certificate for Payment will be presented to the Board of Education on June 23, 2014 for final approval. Scott Mackall requested that the Architect/Engineer forward all Applications and Certificates for Payment to Rebecca Allard.
7. The pencil copy of the Application and Certificate for Payment No. 2 cut-off and submission date is June 23, 2014. The formal Application and Certificate for Payment is to be received by Maggie Zapfe, Fanning Howey, 9025 N. River Road, Suite 200, Indianapolis, Indiana, no later than July 1, 2014. The Architect/Engineer is to process and have signed documents delivered to Rebecca Allard on July 8, 2014. The Application and Certificate for Payment will be presented to the Board of Education on July 14, 2014 for final approval.
  8. Scott Mackall recently issued the testing results associated with the cementitious material associated with the gaskets/boilers in the boiler room.
  9. John Imber will work closely with Peter Bergen to the remove the existing technology system boards and projectors in existing classrooms. This will allow Bergen Construction Corporation to proceed with their respective Scope of Work. The removal of the equipment and providing of protection will be completed by June 16, 2014, by the Owner.
  10. The reference to "No Work is to be performed in the facility on June 28, 2014," per Progress Meeting No. 5, dated May 27, 2014, under Note 10 should be revised to read for record May 28, 2014.
  11. Peter Bergen inquired when the gas supply could be shut-off to the facility. The gas supply will be shut-off on June 17, 2014.
  12. Scott Mackall is to expedite the procurement of soil borings to confirm the sub-grade soil conditions below the existing asphaltic concrete hard surface play and drive areas.

**Contractor Comments:**

1. Brandon Hubner needs to execute the resubmission of the louver shop drawings taking into account the comments noted by the Architect/Engineer. The shop drawings have not been resubmitted. Brandon Hubner is to call Amber Mechanical. The color selection for the louver is to match RAL8028.
2. A sample of the service yard fencing system was reviewed. Peter Bergen submitted a color chart for the RAL colors as manufactured by Drylac. On review, the color selection for the fencing is to be RAL8028. The Architect/Engineer will review the shop drawings submitted on the fencing system, and return to Peter Bergen for further processing. The Architect/Engineer did review initial review comments with Peter Bergen. The welds on the sample need to be ground smooth. The Contract Documents require a "V-shaped" extruded aluminum louver bars. The submittal does not reflect this type of louver shape. The extrusion profile within the sample was reviewed. Scott Mackall indicated the louvered extrusion presented within the sample was acceptable. The submittals need to be stamped by a Professional Engineer.
3. Peter Bergen presented the updated Project Schedule, dated June 4, 2014 (please refer to the attachment). The Schedule reflects the Substantial Completion date of August 8, 2014, which complies with the requirements of the Contract Documents. The Schedule reflected the mechanical functional testing that is to be performed by Farnsworth Commissioning Services. Discussion was held in regards to expediting completion of the Work so these services start no later than August 1, 2014. Effort is to be made by Bergen Construction Corporation and its Subcontractors to attempt to Substantially Complete Project by August 1, 2014, so that the conclusions reached by the functional testing is issued no later than August 8, 2014. The functional testing schedule will be reviewed in subsequent Progress Meetings.
4. Peter Bergen submitted an updated list of Suppliers and Manufacturers to Scott Mackall.
5. Peter Bergen indicated he is still in the process of expediting the resubmission of the casework shop drawings. This information was to be submitted during the week of

- May 5, 2014. Peter Bergen is still awaiting this information from Carroll Seating. Peter Bergen reiterated that shop drawings have not been received from Carroll Seating. A production slot has however been established for July 11, 2014. Delivery is anticipated by July 18, 2014. A representative from Carroll seating is to visit the Project site.
6. Peter Bergen is to continue to procure background checks for all field personnel performing work at this Project during the summer months. This requirement applies to all Subcontractors' field personnel as well. These documents are to be forwarded to Scott Mackall as soon as possible.
  7. Peter Bergen will further evaluate if it is necessary to implement a second shift to be sure the Project is Substantially Complete by August 8, 2014. Final work hours will be confirmed as well as to if work will be performed on Saturdays. In the event work is to be performed on Saturdays, John Imber is to be advised a minimum of 2 days in advance. Brandon Hubner is to contact his Subcontractor Amber Mechanical to confirm the days they will have field personnel at the Project site.
  8. Brandon Hubner has not yet received his license to perform Work within the City of Park Ridge. The license has been applied for, but he is awaiting response from the City of Park Ridge. This issue is now considered closed since notification has been received confirming payment has been made.
  9. Mark Kurzawski has not yet received his license to perform Work within the City of Park Ridge. The license has been applied for, but he is awaiting response from the City of Park Ridge. This issue is now considered closed since notification has been received confirming payment has been made.
  10. Peter Bergen has submitted the proposed credit allowance to the Owner's account to delete the requirements to provide new sash units (2 each) as currently reflected within the Construction Documents. The Architect/Engineer will forward this document to Scott Mackall for further discussion.
  11. Brandon Hubner will expedite the mock-up sample for the cabinet unit heater flange where the new unit heaters are to be provided within the existing recessed openings.
  12. The color selection of the cooling tower was selected to be RAL8028. Brandon Hubner is to confirm the finish of the cooling tower will be a gel-coat finish as specified.
  13. Brandon Hubner has submitted the balance of the temperature control system shop drawings. The Architect/Engineer noted we would review these documents and plan to return June 13, 2014. A meeting is to be scheduled with the temperature control system Subcontractor as well as a representative from Farnsworth Group for commissioning services during the week of June 16, 2014, to address comments associated with the temperature control system submittals. The date and location of the meeting will be confirmed. The Architect/Engineer will assist in coordinating the meeting.
  14. Peter Bergen previously submitted photographs of the existing construction taking into account the attic framing support detail per Addendum Drawing S2. Peter Bergen and the Architect/Engineer reviewed these photographs. The Architect/Engineer noted it was acceptable to support the wood floor framing system on top of the existing masonry wall. However, Peter Bergen needed to submit the revised detail reflecting the existing conditions, and proposed support system for review and comment by the Architect/Engineer under an RFI. Peter Bergen will expedite. Peter Bergen noted that field conditions would be confirmed during week of June 16, 2014.
  15. Mark Kurzawski and Brandon Hubner are to confirm the electrical requirements for the cabinet unit heater/disconnects. Brandon Hubner needs to assist in confirming the electrical requirements for his cabinet unit heaters. Brandon Hubner was to discuss this item in further detail with Patrick McKinney at the conclusion of the meeting this date.
  16. Mark Kurzawski indicated a meeting was held with representatives from Commonwealth Edison to discuss the current engineering and manufacturing status of the new transformer. Mark Kurzawski stated that Commonwealth Edison is committed to delivering the new

- transformer by July 15, 2014. Mark Kurzawski indicated the delivery date maybe extended to July 18, 2014 at the latest.
17. Mark Kurzawski presented a preliminary submittal reflecting the proposed layout revision for the main switchgear. Mark Kurzawski stated this submittal addresses the initial comments as noted by Janine Weber, dated May 27, 2014. Mark Kurzawski indicated that this would be formally submitted to Peter Bergen on June 11, 2014. Peter Bergen will forward this submission to the Architect/Engineer for review and comment.
  18. Mark Kurzawski indicated the lighting control system shop drawings have been submitted for review and comment by the Architect/Engineer. The Architect/Engineer will discuss further with Janine Weber.
  19. Peter Bergen is to forward Chad Grindle the contact list for the Project.
  20. Bergen Construction Corporation will start conducting regularly scheduled Progress Meetings with their Subcontractors the week of June 16, 2014.
  21. Peter Bergen will expedite the resubmission of the glazing shop drawings based on comments this date regarding the type of glazing required.
  22. Peter Bergen indicated the unit ventilators are scheduled for removal by June 25, 2014, and that the existing floor tile will need to be reviewed by the Owner's Environmental Consultant.

**Architect/Engineer Comments:**

1. The Architect/Engineer has forwarded to Chad Grindle a set of Contract Documents including all Proposal Requests, Change Orders, Cash Allowance Authorizations, Architect's Supplemental Instructions, and Request for Interpretation for the Project.
2. The Architect/Engineer will expedite the review and return of the glazing and fencing system submittals.

**Commissioning Agent**

1. Further discussion will be held to discuss the startup of the heating system to allow the functional testing services to be performed by Chad Grindle.
2. The Project is to be substantially complete on August 8, 2014. Chad Grindle expressed interest in starting the commissioning process by August 1, 2014. This will require Bergen Construction Corporation to expedite the completion of their Scope of Work to allow the functional testing to be performed and comments issued by August 8, 2014. Faculty members return to the facility on August 18, 2014. The dates for performing the complete functional testing will be revisited.

**Next Progress Meeting:**

1. The next Progress Meeting is scheduled for June 17, 2014, at 8:00 a.m. This meeting will be held within the north gymnasium.

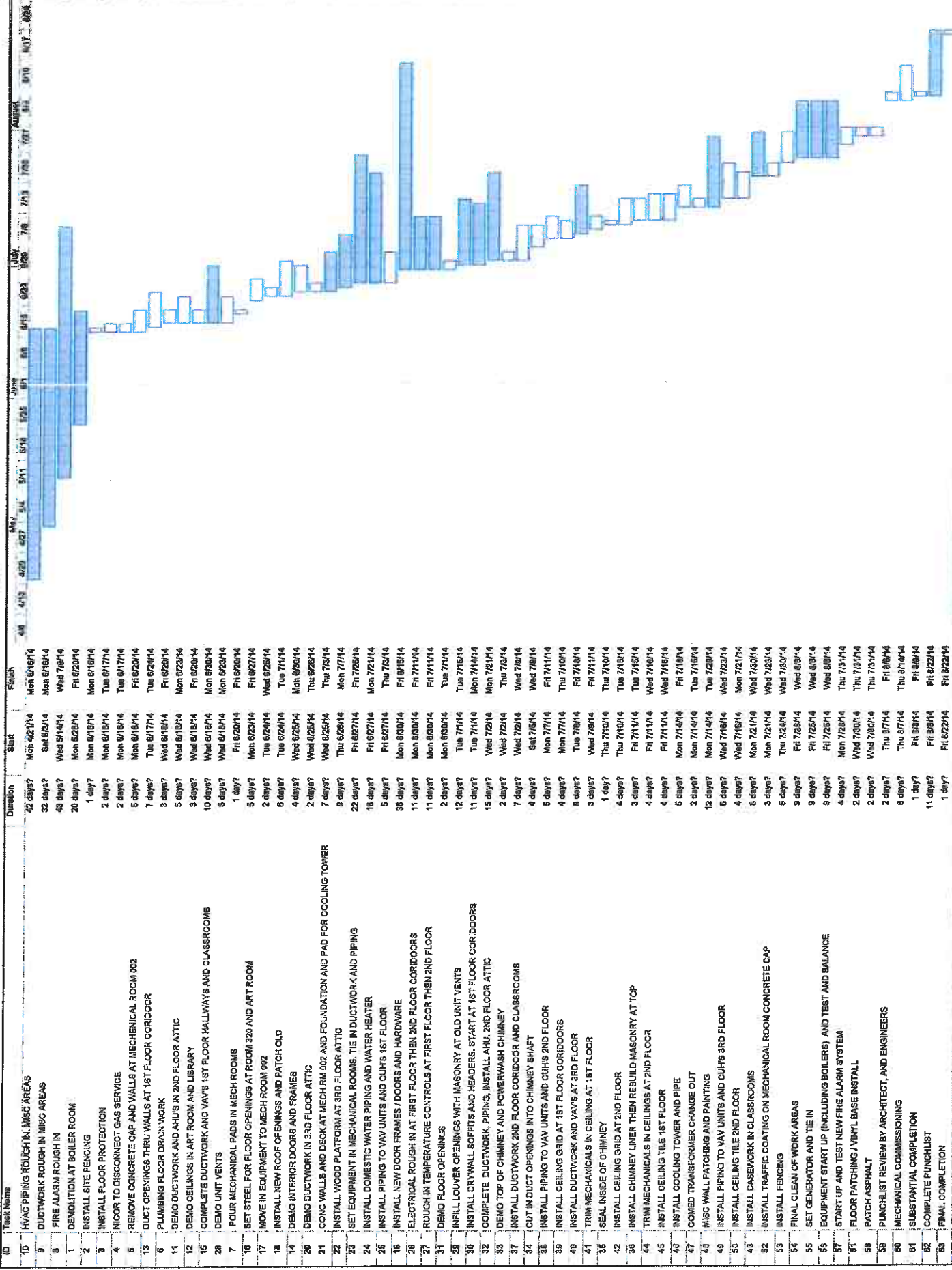
ejs/kvs/mm

attachment

distributed via Newforma



# FIELD SCHOOL SCHEDULE



Project: PRELIMINARY SCHEDULE  
Date: Wed 6/24/14

Task

Split

Progress

Milestone

Summary

Project Summary

External Tanks

External Milestone

Deadline

BERGEN CONSTRUCTION 6-3-14

Sonitrol Schedule  
Summer 2014

Below is the list of the schools and the projected dates. These dates are not solid but we are going to try to get as close to them as possible. If one job goes quickly we will start the next project sooner or one may get delayed if something slowing it down. I will keep you updated as we move through these.

• Emerson School	Monday, June 16 – Wednesday, June 25	Complete camera and access system
• Admin Bldg	Thursday, June 26	Aiphone system
• Roosevelt School	Thursday, June 26- Wednesday, July 2	Complete camera and burg system
• Jefferson school	Thursday, July 3 – Tuesday, July 8	Complete camera and access system
• Carpenter School	Wednesday, July 9 – Tuesday, July 15	Complete camera and burg system
• Field School	Wednesday, July 16 – Thursday, July 24	Complete camera and burg system
• Lincoln School	Friday, July 25 – Monday, August 4	Complete camera and burg system
• Washington School	Tuesday, August 5 – Tuesday, August 12	Complete camera and access system
• Franklin School	Wednesday, August 13 – Friday, August 22	Complete camera and access system

This schedule is subject to change if delays or as add-ons for additional work come in.