

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

Board of Education Agenda
Monday, January 28, 2013
Jefferson School
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, January 28, 2013

TIME

APPENDIX

7:00 p.m.	Meeting of the Board Convenes <ul style="list-style-type: none">• Roll Call• Introductions• Opening Remarks from President of the Board• Board Adjourns to a Committee-of-the-Whole: Finance	
7:30 p.m.	<ul style="list-style-type: none">• Board Adjourns from Committee-of-the-Whole: Finance and Resumes Board Meeting• Pledge of Allegiance and Welcome<ul style="list-style-type: none">-- Coordinator Extended Day and Preschool Services/Students/Teachers• Public Comments• Recognition of IASBO Designation Program Recipient<ul style="list-style-type: none">-- Superintendent/Director of Facility Management• Present Final Calendar for 2013-14 & Tentative Calendars for 2014-15 & 2015-16<ul style="list-style-type: none">-- Superintendent• Approval to Bid the Franklin Mechanical Upgrades Project<ul style="list-style-type: none">-- Director of Facility Management/ Fanning Howey• Approval to Bid the Lincoln Mechanical Upgrades Project<ul style="list-style-type: none">-- Director of Facility Management/ Fanning Howey• Approval to Design Phase I and Define Scope of Work for Phase II of Mechanical Upgrades at Field Elementary School<ul style="list-style-type: none">-- Director of Facility Management/ Fanning Howey	<div>A-1</div> <div>A-2</div> <div>A-3</div> <div>A-4</div> <div>A-5</div>

707 Wisner Avenue
Park Ridge, IL 60068

February 11

Special Board Meeting – 7:00 p.m.

- Financial Projections
- 2013 Staffing Guidelines
- Adoption of Resolution # Directs the Business Manager Under the direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2013-14 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105ILCS 5/17-1 .
- Approval of Lighting Upgrade Project
- Adopt Final Calendar for 2013-14 & Tentative Calendars for 2014-15 & 2015-16
- Common Core FAQ's (memo)
- Budget Parameters

February 25 – Field Elementary School

Regular Board Meeting – 7:30 p.m.

- Pledge of Allegiance and Welcome
- Progress Report on District-wide Priorities & Strategic Plan Activities
- Discussion on Student Fees
- Update on Board Advanced Technology Committee (BATC)
- Approval to Award Contract for the Carpenter Mechanical Upgrades Project
- Approval to Design Phase II at Field Elementary School
- Approval of January Financials
- Request for Quotes for Art & General Classroom Supplies (memo)

March 18, 2013 – Lincoln Middle School

Regular Board Meeting – 7:30 p.m.

- Pledge of Allegiance and Welcome
- Approval of Student Fees
- Approval to Award Contract for the Franklin Mechanical Upgrades Project
- Approval to Award Contract for the Lincoln Mechanical Upgrades Project
- Approval of Food Service Contract Renewal
- Recommendation from Math Committee on Materials
- Approval of February Financials
- Resolution # Recommending the Board Adopt a Copy Fee Schedule for FOIA Requests (memo)
- Health Living Month

Upcoming Topics

- Committee-of-the-Whole: Recommendations from Board Advanced Technology Committee (BATC) – 4/8/13
- Approval of Recommendations from Board Advanced Technology Committee (BATC) – 4/22/13)
- Pledge of Allegiance and Welcome - Roosevelt - 4/22/13
- Approval of March Financials - 4/22/13
- Approval of Math Materials - 4/22/13
- District 64 Jazz Band Emerson - Emerson - 5/20/13
- Pledge of Allegiance and Welcome - Emerson - 5/20/13
- Approval of April Financials - 5/20/13

TBD

- Budget Hearing
- Re-adoption of 2012-13 Budget
- Maine Township Treasurer (memo)

- Appointment of Washington Elementary School Principal
- Recognition/Plans for Community Finance Committee
- Approval of 1-year Extension of Bus Contract
- Analysis of ISAT Test Scores

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

TO: Board of Education Members
Superintendent Philip Bender

From: Scott Mackall, Director of Facility Management

Date: January 28, 2013

Subject: Illinois School Business Officials Facility Designate Program

I am happy to recognize Dave Franz maintenance employee for his accomplishment in completing the Facility Designate Program offered through IASBO. Listed below are the courses Dave has attended to achieve this honor. Dave has been a valued employee of the District for 18 years and is the individual who sets up for the Board Meetings. Please join me in congratulating Dave Franz.

Required Seminars (49 points)

- Introduction to Facilities Management at the Annual Conference (1)
- Budget & Financial Projections (6)
- Custodial Operations (3)
- Maintenance Operations (3)
- Environmental Health & Safety (6)
- Educational Facility Design, Renovation & Construction (6)
- Security and Emergency Preparedness Management (3)
- Public Relations & Internal Communications (3)
- Building Systems: HVAC, Electrical and Technology (6)
- Grounds Care & Planning and Playgrounds (3)
- Best Practices in Purchasing (6)
- Energy Saving, Sustainability, Recycling, Green LEED (3)

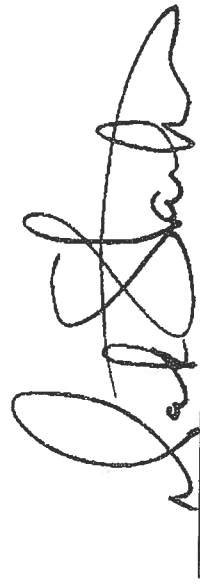
CERTIFICATE OF ACHIEVEMENT

presented to

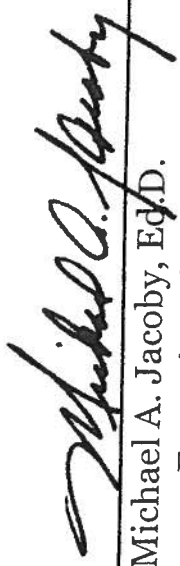
David J. Franz

has satisfactorily completed the required course load
for the **Facility Management Designation Program**
of the Illinois Association of School Business Officials

December 11, 2012



Mark E. Staehlin
2012-13 President



Michael A. Jacoby, Ed.D.
Executive Director

Tentative School Calendar for 2013-14

Institute Day – August 26, 2013

First Day for Students – August 27, 2013

Winter Break – Begin December 23, 2013 – Return January 6, 2014 – aligns with District 207

Spring Break – Begin March 31, 2014 – Return April 7, 2014 - aligns with District 207

Last Day – June 13, 2014

Notes:

- School begins for students on Tuesday.
- Return from Winter Break on Monday.
- Students are not in attendance the Friday preceding Spring Break.

Tentative School Calendar for 2014-15

Institute Day – August 25, 2014

First Day for Students – August 26, 2014

Winter Break – Begin December 22, 2014 – Return January 5, 2015 – aligns with District 207

Spring Break – Begin March 30, 2015 – Return April 6, 2015 - aligns with District 207

Last Day – June 11, 2015

Notes:

- School begins for students on Tuesday.
- Return from Winter Break on Monday.
- Students are not in attendance the Friday preceding Spring Break.

Tentative School Calendar for 2015-16

Institute Day – August 24, 2015

First Day for Students – August 25, 2015

Winter Break – Begin December 21, 2015 – Return January 4, 2016 – aligns with District 207

Spring Break – Begin March 28, 2016 – Return April 4, 2016 - aligns with District 207

Last Day – June 9, 2016

Notes:

- School begins for students on Tuesday.
- Return from Winter Break on Monday.
- Students are not in attendance the Friday preceding Spring Break.

**SCHOOL DISTRICT 64 PARK RIDGE-NILES
2013-14**

AUGUST

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

(4)

SEPTEMBER

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

(24)

OCTOBER

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

(46)

NOVEMBER

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

(61)

DECEMBER

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

(76)

JANUARY

Mon	Tue	Wed	Thr	Fri	Total
		HOL	NIA	NIA	0
6	7	8	9	10	5
13	14	15	16	17	5
HOL	21	22	23	24	4
27	28	29	30	31	5
			Total		19

(95)

FEBRUARY

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

(113)

MARCH

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

(132)

APRIL

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

(149)

MAY

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

(170)

JUNE

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

(180)

JULY

Mon	Tue	Wed	Thr	Fri	Total

School Begins:	8/27/13
School Closes:	6/13/14
Pupil Attendance Days:	180
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	185

UPCOMING ELECTION

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

SCHOOL HOLIDAYS

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

CALENDAR LEGEND

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

**SCHOOL DISTRICT 64 PARK RIDGE-NILES
2014-15**

AUGUST

Mon	Tue	Wed	Thr	Fri	Total
TI	(26	27	28	29	4
			Total		4

(4)

SEPTEMBER

Mon	Tue	Wed	Thr	Fri	Total
HOL	2	3	4	5	4
8	9	10	11	12	5
15	16	17	18	19	5
22	23	24	25	26	5
29	30				2
			Total		21

(25)

OCTOBER

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
6	7	8	9	10	5
HOL	14	15	16	17	4
20	21	22	23	24	5
27	28	29	30	31	5
			Total		22

(47)

NOVEMBER

Mon	Tue	Wed	Thr	Fri	Total
3	TI	5	6	7	4
10	XH	12	13	14	5
17	18	19	20	21	5
FPT	FPT	NIA	HOL	NIA	0
			Total		14

(61)

DECEMBER

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	5
8	9	10	11	12	5
15	16	17	18	19	5
NIA	NIA	NIA	HOL	NIA	0
NIA	NIA	NIA			0
			Total		15

(76)

JANUARY

Mon	Tue	Wed	Thr	Fri	Total
			HOL	NIA	0
5	6	7	8	9	5
12	13	14	15	16	5
HOL	20	21	22	23	4
26	27	28	29	30	5
			Total		19

(95)

FEBRUARY

Mon	Tue	Wed	Thr	Fri	Total
2	3	4	5	TI	4
9	10	11	XH	13	5
HOL	17	18	19	20	4
23	24	25	26	27	5
			Total		18

(113)

MARCH

Mon	Tue	Wed	Thr	Fri	Total
XH	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
23	24	25	26	NIA	4
NIA	NIA				0
			Total		19

(132)

APRIL

Mon	Tue	Wed	Thr	Fri	Total
		NIA	NIA	NIA	0
6	7	8	9	10	5
13	14	15	16	17	5
20	21	22	23	24	5
27	28	29	30		4
			Total		19

(151)

MAY

Mon	Tue	Wed	Thr	Fri	Total
				1	1
4	5	6	7	8	5
11	12	13	14	15	5
18	19	20	21	22	5
HOL	26	27	28	29	4
			Total		20

(171)

JUNE

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	5
8	9	10	11		4
			Total		9

(180)

JULY

Mon	Tue	Wed	Thr	Fri	Total

School Begins:	8/26/14
School Closes:	6/11/15
Pupil Attendance Days:	180
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	185

UPCOMING ELECTIONS

Gubernatorial General Election	11/4/2014
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SCHOOL HOLIDAYS

Labor Day	9/1/14
Columbus Day	10/13/14
Veterans' Day	11/11/14 XH
Thanksgiving Day	11/27/14
Christmas Day	12/25/14
New Year's Day	1/1/15
M.L. King Day	1/19/15
Lincoln's Birthday	2/12/15 XH
Presidents' Day	2/16/15
Pulaski Day	3/2/15 XH
Good Friday	4/3/15
Memorial Day	5/25/15

CALENDAR LEGEND

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

SCHOOL DISTRICT 64 PARK RIDGE-NILES
2015-16

AUGUST

Mon	Tue	Wed	Thr	Fri	Total
TI	(25	26	27	28	4
31					1
			Total		5

(5)

SEPTEMBER

Mon	Tue	Wed	Thr	Fri	Total
	1	2	3	4	4
HOL	8	9	10	11	4
14	15	16	17	18	5
21	22	23	24	25	5
28	29	30			3
			Total		21

(26)

OCTOBER

Mon	Tue	Wed	Thr	Fri	Total
			1	2	2
5	6	7	8	9	5
HOL	13	14	15	16	4
19	20	21	22	23	5
26	27	28	29	30	5
			Total		21

(47)

NOVEMBER

Mon	Tue	Wed	Thr	Fri	Total
2	TI	4	5	6	4
9	10	XH	12	13	5
16	17	18	19	20	5
FPT	NIA	NIA	HOL	NIA	0
30					1
			Total		15

(62)

DECEMBER

Mon	Tue	Wed	Thr	Fri	Total
	1	2	3	4	4
7	8	9	10	11	5
14	15	16	17	18	5
NIA	NIA	NIA	NIA	HOL	0
NIA	NIA	NIA	NIA		0
			Total		14

(76)

JANUARY

Mon	Tue	Wed	Thr	Fri	Total
				HOL	0
4	5	6	7	8	5
11	12	13	14	15	5
HOL	19	20	21	22	4
25	26	27	28	29	5
			Total		19

(95)

FEBRUARY

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	TI	4
8	9	10	11	XH	5
HOL	16	17	18	19	4
22	23	24	25	26	5
29					1
			Total		19

(114)

MARCH

Mon	Tue	Wed	Thr	Fri	Total
	1	2	3	4	4
XH	8	9	10	11	5
14	15	16	17	18	5
21	22	23	24	NIA	4
NIA	NIA	NIA	NIA		0
			Total		18

(132)

APRIL

Mon	Tue	Wed	Thr	Fri	Total
				NIA	0
4	5	6	7	8	5
11	12	13	14	15	5
18	19	20	21	22	5
25	26	27	28	29	5
			Total		20

(152)

MAY

Mon	Tue	Wed	Thr	Fri	Total
2	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
23	24	25	26	27	5
HOL	31				1
			Total		21

(173)

JUNE

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
6	7	8	9	FPT	4
			Total		7

(180)

JULY

Mon	Tue	Wed	Thr	Fri	Total

School Begins:	8/25/15
School Closes:	6/9/16
Pupil Attendance Days:	180
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	185

UPCOMING ELECTIONS
Consolidated General Election

SCHOOL HOLIDAYS

Labor Day	9/7/15
Columbus Day	10/12/15
Veterans' Day	11/11/15 XH
Thanksgiving Day	11/26/15
Christmas Day	12/25/15
New Year's Day	1/1/16
M.L. King Day	1/18/16
Lincoln's Birthday	2/12/15 XH
Presidents' Day	2/15/16
Pulaski Day	3/7/16 XH
Good Friday	3/25/16
Memorial Day	5/30/16

CALENDAR LEGEND

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

To: Board of Education
Philip Bender, Superintendent

From: Scott Mackall, Director of Facility Management
Keri VanSant, Fanning Howey

Date: January 28, 2013

Subject: Franklin Mechanical Upgrades Project

Fanning/Howey and the Administration are seeking Board approval to release Bid Documents for the Mechanical Upgrades Project at Franklin Elementary School. Pending Board approval, Bid Documents will be released on Thursday, January 31, 2013, with the Bid Opening scheduled for Tuesday, February 26, 2013. This timeframe would allow for a potential Contract Award by the Board in March, pending a review of the submitted Bid Proposals and a recommendation by Fanning/Howey.

Approval to Bid Franklin Mechanical Upgrades Project

Action Item 13-01-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, grant approval to release for bid the Franklin Mechanical Upgrades project # 211143.02.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education
Philip Bender, Superintendent

From: Scott Mackall, Director of Facility Management
Keri VanSant, Fanning Howey

Date: January 28, 2013

Subject: Lincoln Mechanical Upgrades Project

Fanning/Howey and the Administration are seeking Board approval to release Bid Documents for the Mechanical Upgrades Project at Lincoln Middle School. Pending Board approval, Bid Documents will be released on Thursday, January 31, 2013, with the Bid Opening scheduled for Tuesday, February 26, 2013. This timeframe would allow for a potential Contract Award by the Board in March, pending a review of the submitted Bid Proposals and a recommendation by Fanning/Howey.

Approval to Bid Lincoln Mechanical Upgrades Project

Action Item 13-01-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, grant approval to release for bid the Lincoln Mechanical Upgrades project # 211143.04.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education
Philip Bender, Superintendent

From: Scott Mackall, Director of Facility Management
Keri VanSant, Fanning Howey

Date: January 28, 2013

Subject: Design Phase I and Define Scope of Work for Phase II of
Mechanical Upgrades at Field Elementary School

The Administration and Fanning/Howey are seeking Board approval to begin the design of Phase 1 of the Mechanical Upgrades Project at Field Elementary School. Phase 1 would provide air-conditioning for the north gym, with construction activities expected to take place this summer.

At this time, approval is also being requested to begin defining the Project Scope for Phase 2 of the of the Mechanical Upgrades Project at Field Elementary School. Phase 2 would include major heating, ventilation and air-conditioning (HVAC) improvements to the building, as well as address the remaining items to be completed from the most recent 10-Year Health/Life Safety Survey. This work would be conducted by Fanning/Howey on an hourly basis, per the Contract, until a Scope of Work is defined. The intention would be to provide information on the defined Project Scope, a preliminary budget estimate and schedule, and associated design fees to the Board at the next Regular meeting on February 25, 2013.

Approval to Design Phase I and Define Scope of Work for Phase II of Mechanical Upgrades at Field Elementary School

Action Item 13-01-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the motion to approve to design Phase I and define scope of work for Phase II of Mechanical Upgrades at Field Elementary School.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education
Philip Bender, Superintendent

From: Scott Mackall, Director of Facility Management

Date: January 28, 2013

Subject: Approval to Design Asbestos Abatement at Field Elementary School

The Administration is seeking Board approval to begin the design for asbestos abatement at Field as it relates to Phase II of the Mechanical Upgrades project. Environ the District's environmental consultant will design the project and provide the Board with estimated project and state required monitoring cost at the February 25, 2013 Board Meeting. Environs' fee will be \$7,000.00 for the service.

Approval to Design Asbestos Abatement at Field Elementary School

Action Item 13-01-5

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve to design asbestos abatement as it relates to Phase II at Field Elementary School.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Discussion and Approval of Framework for Setting Compensation for Administration and Exempt Employees

ACTION ITEM 13-01-6

I move that the Board of Education of Community Consolidated School District 64 accept the framework proposed for adjusting salaries for administrators and exempt (non-hourly) employees in District 64.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

MEMORANDUM

To: Board of Education

From: John Heyde

Date: January 28, 2013

Subject: Salaries for Administrators and Exempt Staff

The District typically examines salaries for its non-unionized employees following the ratification of new contracts with the District's two employee unions, the Park Ridge Educational Association ("PREA") and the Park Ridge Teacher Assistants' Association ("PRTAA").

Attached, for the Board's consideration this evening, is a proposed approach for annual salary changes for two groups of non-unionized employees: (1) administrators (other than the superintendent); and (2) "exempt" staff, i.e., staff who are not subject to overtime. The Board previously has not adopted a written approach to salary changes for these groups. By discussing the attached approach and ultimately approving it (or an amended approach), we hope to increase transparency regarding the salaries for these groups. We also hope to add predictability and clarify the roles of the Board and the superintendent in setting salaries for employees.

The proposed approach seeks to implement several goals:

- The approach provides for consideration of merit in salary increases, within a modest range.
- The range for salary increases is set with the idea that the Consumer Price Index, as well as the base pay increase provided in the recently-ratified contract with PREA, fall roughly in the middle. The superintendent then has room for upward or downward deviation, as appropriate.
- The approach places responsibility for setting pay for individual employees in the hands of the superintendent and those who evaluate the employees. The Board's responsibility is to set the general approach and budget to be used, and the Board would discharge that responsibility by adopting the proposed (or another) approach.
- The approach ensures that pay for the covered employees is "benchmarked" periodically.

The proposed approach allows each employee to receive a salary increase that ranges between 0 and 4 percent. The superintendent would be expected to assign a base pay increase for each employee and inform the Board, in a confidential memorandum, of who received how much and why.

Finally, please note that the draft approach addresses salaries only and not benefits. An informal sub-group of the Board (consisting of Mr. Zimmerman and Ms. Lawson) have been looking into benefits for administrators, with the assistance of administration. In addition,

administration may identify benefits changes that it believes are appropriate for exempt staff, either as a result of the PREA and PRTAA contracts or otherwise. These efforts are expected to continue, and the proposed approach addresses salaries only.

The proposed approach is on the agenda for this evening's meeting for discussion and, if the Board is ready to proceed, approval.

J.M.H.

(PROPOSED) DISTRICT 64 APPROACH FOR ADJUSTING SALARIES FOR ADMINISTRATORS AND EXEMPT STAFF

January 28, 2013

Administrators

- This approach applies to all administrators other than the superintendent. (The Board directly evaluates and determines compensation for the superintendent.) In addition, for 2012-13, this approach applies only to administrators who began service in District 64 prior to the 2012-13 school year. (First-year administrators have already had their 2012-13 salaries determined.)
- Salary increases for administrators will be based on performance and may range between 0 and 4 percent. The Board notes that administrators have no "step" or "lane" increases and do not receive any pay increase other than this salary increase.
- The superintendent will decide on the salary increase for each administrator. The superintendent will notify the Board of his decisions, along with his reasoning and the criteria used in making his decision, in a confidential memorandum of information.
- The superintendent will have a budget equal to 2.75 percent to distribute to the administrators. In other words, the average salary increase for administrators will be no greater than 2.75 percent.
- The District will survey comparable districts every five years. The superintendent will provide the Board with the results of this survey, along with any recommendations for changes to salaries in light of the survey. The first such survey will be complete by spring 2014, in time to make any changes prior to assigning salary increases for the 2014-15 school year.
- Following the first survey of comparable districts, the District will establish a maximum salary for each administrative position. The District will develop procedures to govern salaries for employees who reach (or near) the maximum salary for their positions.

Exempt Employees

- This approach applies to exempt (i.e., not hourly) employees other than administrators and members of the Park Ridge Educational Association and the Park Ridge Teacher Assistants' Association. Secretaries, custodians, and part-time employees who receive an hourly wage or stipend are not covered under this approach.
- For 2012-13, exempt employees will receive a salary increase that generally will equal 2 percent. In exceptional situations, an employee's supervisor may recommend, and the superintendent may approve, a salary increase above or below this level. Salary increases will not exceed 4 percent. The superintendent will inform the Board of any employees who are awarded greater than or less than 2 percent.

- By August 31, 2013, the District will adopt a maximum salary for each position in this category. The District will also develop procedures to govern salaries for employees who reach (or near) the maximum salary for their positions. The District will form a committee, which will include affected employees, to advise the Board on these tasks. The Board will make the final decision on these matters.
- For 2013-14 and subsequent years, each employee in this category will receive a salary increase that may range between 0 and 4 percent.
- The superintendent will decide on the salary increase for each employee, in consultation with the employee's supervisor. The superintendent will notify the Board of his decisions, along with his reasoning and the criteria used in making his decision, in a confidential memorandum of information.
- The superintendent will have a budget equal to 2.75 percent to distribute to employees in this category. The Board notes that exempt employees have no "step" or "lane" increases and do not receive any pay increase other than any salary increases given as described in this approach.
- The District will survey comparable districts every five years. The superintendent will provide the Board with the results of this survey, along with any recommendations for changes to salaries in light of the survey.

Consent Agenda

ACTION ITEM 13-01-7

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of January 28, 2013, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Child Care with Confidence Lease; Acceptance of Park Ridge Cultural Arts Council Grant; Release of Closed Minutes; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Approval of Minutes

ACTION ITEM 13-01-8

I move that the Board of Education of Community Consolidated School District 64 approve the Regular Board Meeting Minutes of December 10, 2012; Closed Session Minutes of December 10, 2012 and January 14, 2013; the Special Board Meeting Minutes of January 14, 2013; and Committee-of-the-Whole Meeting Minutes of January 14, 2013.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

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

**Minutes of the Regular Meeting held at 7:30 p.m.
December 10, 2012**

**Raymond Hendee Educational Service Center
164 S. Prospect Avenue, Park Ridge, IL**

President John Heyde called the meeting to order at 7:35 p.m. Other Board Members present were Sharon Lawson, Dan Collins, Pat Fioretto, Scott Zimmerman, Anthony Borrelli, and Eric Uhlig. Also present were Superintendent Philip Bender, Assistant Superintendents Lori Hinton and Joel T. Martin, Director of Technology Terri Bresnahan, Director of Special Education/Pupil Services James Even, Director of Facility Management Scott Mackall, Business Manager Becky Allard, Public Information Coordinator Bernadette Tramm and approximately 40 members of the public.

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

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

Board President Heyde thanked the Emerson Middle School student musicians led by teacher Dallas Klytta who performed a short concert of holiday music immediately prior to the meeting.

PLEDGE OF ALLEGIANCE AND WELCOME

Pledge of Allegiance
and Welcome

The student musicians led the Pledge.

**SENIOR TAX EXCHANGE PROGRAM
RECOGNITION**

Senior Tax
Exchange Program
Recognition

Dr. Bender announced that Mrs. Polly Giangreco would be retiring from the senior program at the end of 2012, having served more than 12 years as facilitator working closely with the District administrator to interview prospective senior members and match them with available positions. The Board recognized Mrs. Giangreco for her exceptional dedication with a special Certificate of Appreciation presented by Board President Heyde. Mrs. Giangreco shared reflections about her involvement with the unique program that brings senior members of the community into District 64 schools.

PUBLIC COMMENTS

Public Comments

There were no public comments.

**UPDATED PROPOSAL/APPROVAL FOR ROOSEVELT
PILOT BEFORE AND AFTER SCHOOL CHILD CARE
PROGRAMS**

Updated
Proposal/Approval
for Roosevelt Pilot
Before and After
School Child Care
Programs

Dr. Bender provided background about the origin of a proposal to relocate after school child care from a single location at Jefferson School to the five elementary schools, and place both the before and after school child care programs under the supervision of the Park Ridge Recreation & Park District. He noted that the recommendation now is for a pilot to begin at Roosevelt School for the entire 2013-14 school year, with an expansion to the other elementary schools in 2014-15. Ms. Lapping also updated the Board on several steps taken since the original presentation at the September 24 meeting, including parent surveys. She emphasized that the only changes being proposed are to the after school care program, not to the extended day kindergarten or any other program currently offered at Jefferson School.

Park District Superintendent of Recreation April Armer, Recreation Program Division Manager Julie Greve, and Recreation Supervisor of Youth and Special Events Mary Bart presented a detailed overview of the proposed operation of the Roosevelt pilot program, called "Beyond the Bell." They reviewed staffing for the program, the registration process including days, times and fees, and the operation and training of staff. They also presented a comprehensive program overview, including ratios of staff to students, daily schedule, activity centers, pick up/drop off procedures, and evaluation plans. They reiterated that the Park District is experienced and well qualified to operate child care programs.

Roosevelt School Principal Kevin Dwyer then offered a photo tour of the facilities that would be used at the school for the before school and after school program, both indoors and outdoors. He also reviewed a timeline for outreach to parents about the program leading up to the opening of the Park District registration on March 11.

The presenters then responded to Board member questions and provided additional clarifying information about the proposal for Roosevelt, including arrangements for use of technology equipment, guidelines for snacks to be provided, current and maximum potential student enrollment in the program, configuration of homework areas, discipline process and follow up, the existing intergovernmental agreement between District 64 and the Park District, traffic patterns and drop off/pick up procedures, and timeline to communicate with the Board about the pilot and approval to expand to other schools in 2014-15.

Board President Heyde then invited members of the public to share their comments. Remarks were received as follows:

- Alexis Rodgers, a Roosevelt parent, expressed concern about the cost of the before school program under the Park District compared with the current program cost through District 64, and stated the positive benefits of transitioning kindergarten students over a period of time with the older students in after school care. She also inquired about the operation of the program on District 64 Institute Days when school is not in session.
- Vicki Mutchler, a Mary Seat of Wisdom parent, expressed support for the school-based program. She suggested that staff be available to assist with the drop off process.
- Clara Mok Landerghini, a Roosevelt parent, expressed disappointment that the pilot would not begin in January as initially planned and felt the cost of the program was

reasonable by comparison to the fee she now pays to a different child care provider. She suggested that many parents whose children are not currently at Jefferson would be interested when more publicity is generated about the opportunity at Roosevelt.

- Lisa Keller, a Roosevelt parent, noted that safety is a real issue for her and that avoiding the bus ride to Jefferson would be a significant benefit for her child. She inquired about the availability of drop-in emergency service for the before school program. She noted the convenience of being able to walk to school to pick up from the after school care program instead of driving to Jefferson.
- Rachel Tobias, a Roosevelt parent, expressed her support of the school-based program, noting the convenience for anyone living in southern Park Ridge to avoid a drive across town.

Board President Heyde thanked community members for their comments.

ACTION ITEM 12-12-1

Action Item
12-12-1

It was moved by Board member Lawson and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the transition of the Before and After School Child Care Programs to the supervision of the Park Ridge Recreation & Park District to conduct a pilot program at Roosevelt School for the 2013-14 school year.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**BOARD ADVANCED TECHNOLOGY COMMITTEE
(BATC) MEMBERSHIP**

Board Advanced
Technology
Committee
(BATC)
Membership

Dr. Bresnahan reported that the BATC emanates from the District's Strategic Plan, and that response to the District's publicity soliciting for community members to volunteer had been overwhelming, with more than 50 individuals offering to participate. She noted that this outstanding response shows a keen interest from our community members to move this initiative forward, and therefore, the number of community representatives had been expanded from five to 12. The members were selected to create a balance among each of our buildings and grade levels of students, the members' backgrounds with technical and non-technical expertise, and their awareness of what their children do at home regarding technology. She noted that 12 staff members also had been selected from the Technology Implementation Committee. She announced the names of the community members: Scott Altman; Bill Basquin; Paul Brown; Carrie De La Cruz; Sara Greiner-Carolan; Kendra Griffin; Dave Iffland; David Langlands; Paul McCarthy; Doug Miller; Janice Oliva; and

Tony Sivore. Dr. Bresnahan stated that the first meeting will be January 10, and that three additional liaisons including Board member Scott Zimmerman have also been tapped to serve. The timeline will be to report to the Board in April.

In response to a Board member question, Dr. Bresnahan noted that the District's new Instructional Technology Coaches are represented on BATC, with one from the elementary schools and one from the middle schools. Board President Heyde suggested that an additional classroom teacher who does not have a direct technology role might be added. Dr. Bresnahan said she would pursue new leads on a possible addition; Dr. Bender noted that they had worked with the Park Ridge Education Association to solicit teachers to be involved. Board President Heyde thanked Dr. Bender and Dr. Bresnahan for organizing the new committee, which he believes is one of the most exciting aspects of the Strategic Plan. He restated the Board's interest in receiving the BATC's recommendations this spring, and for seeing a process established that would carry forward this group in future years.

COMMUNITY FINANCE COMMITTEE (CFC) FINAL RECOMMENDATION ON FUNDING

Community Finance Committee (CFC) Final Recommendation on Funding

CFC Community Coordinator Ares Dalianis reviewed the five inquiry areas of taxpayer education, 10-year financial projections, financial transparency, student fees, and District borrowing opportunities, which the Board established for CFC since being reconvened in late 2011. He noted that he and fellow Coordinator Genie Taddeo had met with the District's planning group eight times, and that the full CFC of about 35-40 members had also met eight times over the past year. He noted that tonight's presentation is the third full presentation to the Board by CFC, including previous reports on May 21 and June 25. He stated that after tonight's report, CFC would have a final report on student fees scheduled for the January 28 Board meeting. Mr. Dalianis introduced CFC members Renate Stolzer and Tom Marinis to present final recommendations on the District Borrowing Opportunities.

Ms. Stolzer noted that the report is an update from the group's original recommendations presented in the summer. She stated that the group had conferred again with William Blair in October to determine that interest rates are at or lower than those assumed in the original proposal. William Blair also confirmed that the Emerson referendum bonds could no longer be refunded independently, however they can be restructured. She stated that the study group, therefore, continues to recommend issuing \$14 million of "no tax increase" bonds and restructuring outstanding Emerson referendum bonds to utilize about \$1.4 million in savings toward repayment of the new bonds.

Ms. Stolzer also reported the study group had reviewed performance contracting to evaluate its potential benefits. She reported on the research they had completed, including looking at whether districts among District 64's peers are utilizing this strategy. She noted that the greatest benefit for performance contracting comes when a number of energy related improvements are needed all at once, as might occur at Field School. She pointed out that performance contracts are financed the same way as non-referendum bonds, either limited tax bonds, debt certificates or alternate bonds. She noted that some

vendors offer financing, but it is typically more costly than a highly rated district like District 64 could get in the public bond market.

Mr. Marinis reaffirmed that the study group recommendation is the same as originally presented, and that the refinancing would extend the District's cash balance out for an additional 3 years for a total of perhaps 13 years past the original referendum in 2007. He affirmed that the rate environment is very favorable now. Ms. Stolzer pointed out that the Park Ridge Park District is also considering a non-referendum bond for a pool, and that other groups are considering similar options to finance projects. She noted that the plan could also be called a "no tax decrease" since taxpayers would not receive the anticipated tax rate reduction upon the final payment of the outstanding Emerson bonds.

Board members then took turns thanking the study group for its report and offered comments about: the capacity of the District to utilize \$14 million of funding all at once to execute all the priority projects in the facility master plan in one or two summers; whether all items on the plan must be completed and the timing of the proposed work; whether the public would consider the non-referendum bonds as a tax increase; whether the District could directly fund a portion of the needed funding for master plan priority projects without issuing bonds; the maximum length of repayment; the opportunity to take advantage of the current low interest rates especially in an environment where the District's fund balance is not generating high investment income, whether it would be feasible to consider decreasing operating expenses commensurate to the interest on any new bonds; whether facility improvements as a long term issue must be considered differently than expenditures for ongoing operations; how annual expenditures line up over the next several years; and the community's expectations regarding the referendum promise to maintain the fund balance for 10 years and the need to maintain the District's older buildings.

Board members requested additional information on what is the minimum amount of new non-referendum bonds that could be issued to take advantage of the \$1.4 million savings with the restructuring of the Emerson bonds.

Board President Heyde further noted that the Board had scheduled an extended period for discussion on performance contracting and facility projects for the January 14 meeting. Dr. Bender encouraged the Board to also look beyond immediate needs and have a plan in place to finance projects as they come up in the next 10-15 years.

AUTHORIZATION OF RFP/PERFORMANCE CONTRACTING

Authorization of
RFP/Performance
Contracting

Director of Facility Management Mackall reviewed a proposed timeline for the District to issue a Request for Proposal (RFP) to select a performance contractor as a way to provide more information to the Board about how a project could be undertaken in this way. He confirmed that the District would have no expense other than staff time to move forward through step 5, when the District could reject all the proposals although the contractors would have invested some time and resources to develop their proposals. Mr. Mackall also noted that the RFP does not interfere with moving forward with a two-phase approach to Field School, where the asbestos removal with Environ and air conditioning of the north gym could be done in summer 2013 using

Fanning Howey architects; the second phase would be done in summer 2014 and that phase could possibly be done with a performance contractor.

Mr. Mackall then answered a series of Board member questions to clarify that: the performance contractor was being sought for Field School specifically; an additional energy component is typically present in a performance contract; the scope of work has yet to be determined for Field; Fanning Howey provided preliminary estimates for the Field projects that were identified in the maintenance plan presented to the Board a year ago; Fanning Howey would expect to receive design fees if the Board wanted a more detailed estimate for that scope of work; a performance contractor would expect to be paid to conduct an energy audit contract identified as step 6; the original scope of work at Field was boiler replacement and the boilers date to 1963 with an expected life of 25-30 years; and that performance contracting was developed to offer a financing mechanism by using energy savings over time to pay for a project. Dr. Bender reiterated that the Board has developed as much background as it can through the two presentations this fall, and that the next step is to do an RFP as a means to gather further information about the performance contracting approach.

Board President Heyde asked if there were any public comments on the topic; none were offered.

ACTION ITEM 12-12-2

Action Item
12-12-2

It was moved by Board member Zimmerman and seconded by Board member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the motion to proceed to release an RFP for Performance Contracting for the Field project.

Board members then discussed when the Board would be asked for further approval of either the scope of the Field project or of the selection of a performance contractor. After further discussion, it was clarified that the Board would be asked to provide a liaison or two for the group reviewing the RFPs that are received as noted as step 5, and that the Board would be asked to approve a recommended performance contractor or reject all the proposals before any financial obligation is entered into beginning with step 6.

The votes were cast as follows:

AYES: Borrelli, Uhlig, Heyde, Zimmerman, Lawson

NAYS: Fioretto, Collins

PRESENT: None.

ABSENT: None.

The motion carried.

**ADOPTION OF FINAL 2012 TAX LEVY
RESOLUTION #1091**

Adoption of Final
2012 Tax Levy
Resolution #1091

Business Manager Allard noted that the Board had reviewed the levy information at the October meeting and approved the tentative levy at the November meeting. She stated that the District was asking the Board to adopt a 2012 property tax levy of \$60,411,487 in capped funds, which is a 4.99% increase over last year's capped funds and \$2,988,064 in the debt service fund, which is a .03% increase over the prior year. Overall, she stated the total levy in all funds is \$63,399,550, which is a 4.74% increase over the prior year's actual tax extension.

Board President Heyde noted that the Board had conducted a public hearing on this issue previously and invited any further public comments; none were offered.

Board member Uhlig noted that although he had originally envisioned requesting a smaller levy increase of 4% or 4.2%, he believed the full levy would be needed to fund the recent agreement with the Park Ridge Education Association and other expense increases approved by the Board. He noted that the levy is a small part of what actually determines property taxes, and encouraged taxpayers to remember that it is not necessarily a 100% direct correlation between what the Board asks and what taxpayers see on their property tax bills. Board member Fioretto noted that increased expenses for capital improvements also need to be considered when setting the levy. Board member Borrelli noted the District is constrained by the Property Tax Extension Limitation Law (PTELL), and hoped that the Board would continue to closely monitor expenses so that in the future it would not have to levy the maximum. Ms. Allard clarified that the 4.7% increase from last year's actual tax extension was the total request, but that the District anticipates receiving only a 3.2% increase. Board President Heyde reviewed the PTELL process that has resulted in a standard practice of schools districts budgeting a levy number that is purposefully higher than what is expected in order to capture the full amount that potentially might be received. Ms. Allard noted that the 3.2% increase is built into the budget and that it is based on last year's 3.0% PTELL rate from the CPI.

ACTION ITEM 12-12-3

Action Item
12-12-3

It was moved by Board member Lawson and seconded by Board member Fioretto that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt the attached Resolution #1091 Providing For a Levy of Taxes for the Year 2012. This resolution and supporting documentation will be filed with the Cook County Clerk's office.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

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

B. BILLS, PAYROLL AND BENEFITS

Bills

10 – Education Fund -----	\$1,071,426.08
20 – Operations and Maintenance Fund -----	191,748.08
30 – Debt Services -----	428.00
40 – Transportation Fund -----	75,363.67
50 – Retirement (IMRF/SS/Medicare) -----	-
60 – Capital Projects -----	78,411.44
80 – Tort Immunity Fund -----	4,270.00
90 – Fire Prevention and Safety Fund -----	

Checks Numbered: 110875 – 111129

Total: \$1,421,647.27

Payroll for Month of November 2012

10 – Education Fund -----	\$3,236,960.22
20 – Operations and Maintenance Fund -----	217,137.73
40 – Transportation Fund -----	-
50 – IMRF/FICA Fund -----	167,334.86
80 – Tort Immunity Fund -----	-

Checks Numbered: 7288-7575

Direct Deposit: 900021703 – 900023390

Total: \$3,621,432.81

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING
NOVEMBER 30, 2012

D. DESTRUCTION OF AUDIO CLOSED MINUTES (none)

ACTION ITEM 12-12-4

Action Item
12-12-4

It was moved by Board member Zimmerman and seconded by Board member Fioretto that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of December 10, 2012, which includes the Personnel Report, Bills, Payroll, and Benefits, Approval of Financial Update for the Period Ending November 30, 2012, and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF MINUTES

Approval
of Minutes

ACTION ITEM 12-12-5

Action Item
12-12-5

It was moved by Board member Uhlig and seconded by Board member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Regular Meeting Minutes of November 12, 2012 and the Closed Session Minutes of November 12, 2012.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

OTHER ITEMS OF INFORMATION

Other Items of
Information

FOIA request 2012-15 regarding cab services was presented.

Regarding Memo of Information #010 Update on Curriculum Related to CPR/ AED Use from Assistant Superintendent for Student Learning Lori Hinton, Dr. Bender noted that considerable research had been completed on how instruction must be implemented to be aligned with the new state law. Dr. Bender stated the material to be presented to students is an informational video, not instructional, and noted that in talking with legal counsel and our local community health personnel, it is not recommended to do actual instruction. Board members suggested that District 64 could funnel interested students to community programs that offer certification or that the Elementary Learning Foundation might provide a grant if a teacher were interested in leading such a program.

Dr. Bender reviewed Memo of Information #011 on the Report from Wellness Council on Policy/Procedure Implementation. He pointed out that the Council had recommended a

further step be taken now to focus on food used during instructional time as incentives, rewards or prizes. He noted two changes were offered in the wording of administrative procedures related to School Wellness Policy 6:50 and Food Allergy Management Policy 7:285. Dr. Bender said the PTO/ A Presidents group was very supportive of these changes. He noted that there would be some cultural changes at the middle schools as this is moved forward, but that it would be done very carefully and with support. He expressed pride in how far District 64 has come in just a few years by working collaboratively with PTO/ As, families, staff and administrators to improve practices that enhance children's health, well-being and ability to learn.

Memo of Information #012 on the 2012 District 64 Employee Campaign for the Park Ridge Community Fund was presented. Dr. Bender complimented Ms. Allard and Ms. Lapping for co-chairing the campaign again, which successfully raised more than \$12,000.

Memo of Information #013 on Revised 2013 School Board Election Filing Dates was presented. Dr. Bender noted the recent change in state law that made December 24 a state holiday, which in turn shifted the filing deadline to December 26.

Dr. Bender also announced that District 64 is participating in the Park Ridge Healthy Community Partnership, which is preparing a survey of local residents in early 2013 to assess whether mental health needs are being met through current community resources. He will keep the Board informed of progress.

Board member Borrelli inquired further about concussion treatment addressed at the recent Medical Advisory Board meeting. He urged that the type of baseline studies done in District 207 for high school sports be done at the middle school level, which would be helpful in case of accidents. Dr. Bender noted that IHSA picks up some of the expense at the high school level and that District 64 is still researching this topic.

Board President Heyde stated he would poll the members to determine whether the January 14 special meeting could be rescheduled to accommodate Board member Zimmerman's expected absence that evening.

BOARD ADJOURNS TO CLOSED SESSION

At 10:31 p.m., it was moved by Board member Zimmerman and seconded by Board member Lawson to adjourn to closed session to discuss Performance of a Specific Employee 5 ILCS 120/2 (c)(1) and Collective Negotiations 5 ILCS 120/2 (c)(2).

Board
Adjourns to
Closed Session

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The regular Board meeting adjourned from closed session with no action taken at 11:36 p.m.

President

Secretary

DRAFT

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

Board of Education Agenda
Special Board Meeting
Monday, February 11, 2013
Raymond Hendee Educational Service Center
164 S. Prospect Avenue
Park Ridge, IL

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, February 11, 2013

TIME

APPENDIX

7:00 p.m.	Meeting of the Board Convenes <ul style="list-style-type: none">• Roll Call• Introductions• Opening Remarks from President of the Board• Public Comments• Presentation on Financial Projections -- Business Manager• Presentation on Budget Parameters -- Business Manager• Discussion on Staffing Guidelines -- Assistant Superintendent for Human Resources/Business Manager• Adoption of Resolution # Directs the Business Manager Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2013-2014 Fiscal Year in Accordance with Board Policy 4:10 <u>Fiscal and Business Management</u> and the <u>Illinois School Code 105ILCS 5/17-1.</u> -- Business Manager• Consent Agenda -- Board President<ul style="list-style-type: none">• Personnel Report• Bills, Payroll, and Benefits• Adopt Final Calendar for 2013-14 and Tentative Calendars for 2014-15 and 2015-16• Approval of Lighting Upgrade Project• Other Items of Information -- Superintendent<ul style="list-style-type: none">• Upcoming Agenda• Memorandum of Information		
		Action Item 13-02-1	
		Action Item 13-02-2	A-5
			A-6

- Common Core FAQ's

• **Adjournment**

Next Regular Meeting: Monday, February 25, 2013
7:30 p.m. – Regular Board Meeting
Field Elementary School
707 Wisner Avenue
Park Ridge, IL 60068

February 25 – Field Elementary School

Regular Board Meeting – 7:30 p.m.

- Pledge of Allegiance and Welcome
- Progress Report on District-wide Priorities & Strategic Plan Activities
- Discussion on Student Fees
- Update on Board Advanced Technology Committee (BATC)
- Approval to Award Contract for the Carpenter Mechanical Upgrades Project
- Approval to Design Phase II at Field Elementary School
- Approval of January Financials
- Request for Quotes for Art & General Classroom Supplies (memo)

March 18, 2013 – Lincoln Middle School

Regular Board Meeting – 7:30 p.m.

- Pledge of Allegiance and Welcome
- Approval of Student Fees
- Approval to Award Contract for the Franklin Mechanical Upgrades Project
- Approval to Award Contract for the Lincoln Mechanical Upgrades Project
- Approval of Food Service Contract Renewal
- Recommendation from Math Committee on Materials
- Approval of February Financials
- Resolution # Recommending the Board Adopt a Copy Fee Schedule for FOIA Requests (memo)
- Health Living Month

Upcoming Topics

- Committee-of-the-Whole: Recommendations from Board Advanced Technology Committee (BATC) – 4/8/13
- Approval of Recommendations from Board Advanced Technology Committee (BATC) – 4/22/13)
- Pledge of Allegiance and Welcome - Roosevelt - 4/22/13
- Approval of March Financials - 4/22/13 • Approval of Math Materials - 4/22/13
- District 64 Jazz Band Emerson - Emerson - 5/20/13
- Pledge of Allegiance and Welcome - Emerson - 5/20/13
- Approval of April Financials - 5/20/13

TBD

- Budget Hearing • Re-adoption of 2012-13 Budget • Maine Township Treasurer (memo)
- Appointment of Washington Elementary School Principal
- Recognition/Plans for Community Finance Committee
- Approval of 1-year Extension of Bus Contract • Analysis of ISAT Test Scores

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.

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

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

Date Requested: Friday, January 11, 2013

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

Name of Requester: Paul Sheehan

Street Address: 315 Elmore Street

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

Telephone (Optional): 312-451-3894 E-mail (Optional) prnsheehon91@gmail.com

Fax (Optional): _____

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

Exact copy of "Candidate packet with nominating papers and other helpful information." given to all recent candidates interested in running for District 64 School Board on April 9, 2013

Do you want copies of the documents? YES or NO

--Do you want electronic copies or paper copies?

--If you want electronic copies, in what format?

Is this request for a Commercial Purpose? YES or NO

(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose, if requested to do so by the public body. 5 ILCS 140.3.1(c)).

Are you requesting a fee waiver? YES or NO

If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety, and welfare or legal rights of the general public. 5 ILCS 140/6(c)).

Office Use Only 2010-

Date Requested _____

Date Due _____



Madelyn Wsol <mwsol@d64.org>

Daily Herald FOIA request

1 message

Griffin, Jake <jgriffin@dailyherald.com>

Fri, Jan 11, 2013 at 3:00 PM

To: 10455@kaneland.org, foia@esd20.org, crosenberg@kcsd96.org, dpeltz@lphs.org, foiaofficer@district41.org, tjaneteas@leyden212.org, rkollman@d70schools.org, denise.neal@d128.org, ask103@district103.k12.il.us, kfilipiak@lisle202.org, talttenburg@sd44.org, dbeery@maine207.org, agasbarro@d15.us, dbailey@medinah11.org, eaumiller@d57.org, kandes@d75.lake.k12.il.us, aortiz@d120.org, kdobbs@naperville203.org, fournier_t@nb27.org, slarmore@northbrook28.net, etivador@district30.org, venetia.miles@d214.org, pickard@ogschool.org, FOIA@ccsd15.net, dtorres@d211.org, mwsol@d64.org, lmathis@d23.org, mpolowy@queenbee16.org, lschuster@rtsd26.org, jenny.wojcik@rondout72.org, lbein@sd12.k12.il.us, kanderson@rosemont78.org, hbennett@rlas-116.org, jcorrell@saltcreek48.org, FOIA@sd54.org, jim.blaney@d303.org, mmichelini@d125.org

Jan. 11, 2013

To Whom It May Concern:

Under the provisions of the Illinois Freedom of Information Act, Illinois Revised Statutes Ch. 116, Par. 201, I am requesting the following information:

- The names of all school board members or school district employees who attended the Illinois Association of School Boards conference Nov. 16-18, 2012 in Chicago.
- Copies of all invoices, receipts and expenses reimbursed to any of the school board members and/or school district employees who attended the Illinois Association of School Boards conference Nov. 16-18, 2012 in Chicago.

I prefer the information in electronic format and emailed to the address listed below. Please call if you are unable to grant this aspect of the request.

I am requesting that you waive any fees for providing this information, in accordance with the law, which allows for waiver of fees when release of the information is in the public interest. Please notify me by telephone if any fees will be charged.

I would appreciate it if you would handle this request as quickly as possible, and I look forward to hearing from you within five working days, as required by law. Thank you for your assistance. If you have any questions, please call me at 847-427-4602. My FAX is 847-427-1301. My email is jgriffin@dailyherald.com.

Sincerely,

Jake Griffin

Daily Herald Senior Writer

155 E. Algonquin Road

Arlington Heights, IL 60005



Madelyn Wsol <mwsol@d64.org>

request for general contractors list

1 message

Ron Page <ron@bishopplumbing.com>

Fri, Jan 18, 2013 at 1:58 PM

Reply-To: Ron Page <ron@bishopplumbing.com>

To: kris curran <kristina@bishopplumbing.com>, mwsol@d64.org

Good afternoon,

We respectfully request, pursuant to the FOIA, a list of your current general contractors used for new and remodeling work bid invitations. Thank you!

January 18, 2013

Bernadette Tramm
Public Information Coordinator
FOIA Officer
Park Ridge-Niles School District 64
Hendee Educational Service Center
164 S. Prospect Ave.
Park Ridge, IL 60068
Phone: 847-318-4300
Fax: 847-318-4351

Dear Bernadette Tramm:

This is a request under the Freedom of Information Act.

I would like copies of all Illinois School District 64's records, for open hearings and school board meetings for the dates listed herein this document.


Reviewing board policy and PA 096—0542 and in accordance with 5 ILCS 140/1 and 5 ILCS 140/3 wherein it states, "All persons are entitled to full and complete information regarding the affairs of government and the official acts and policies of those who represent them as public officials..." "Such access is necessary to enable people to ...monitor government to ensure that it is being conducted in the public interest." "Each public body shall make available to any person for inspection or copying all public records..." , I therefore request the following documents and *All public records in their entirety as defined that include "records, reports, minutes, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information, and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics"*.

Please send a copy of these records specifically for April, 9 & 10, 2012, November 12, 2012 and January 14, 2013 to me at the address below.

Because these records are in the public interest, I ask that you waive any reproduction fee.

If you deny this request, please document on what grounds, and to who specifically I will need to appeal.

Thank you,



Denise Kaplan
2542 Audrey Lane
Northbrook IL. 60062

FOIA Officers: Madelyn Wsol/ Bernadette Tram

To: Board of Education

From: Dr. Philip Bender

Date: January 28, 2013

Re: Park Ridge Cultural Arts Council Grant

Thanks to the leadership of District 64 Music Curriculum Specialist Brian Jacobi, School District 64 has been awarded a \$1,000 grant through the Park Ridge Cultural Arts Council, which is partially funded by the Illinois Arts Council. Mr. Jacobi applied for the new Arts and Education Program grant that will provide a large-scale jazz workshop experience during Jazz Appreciation Month in April for the jazz bands at Lincoln and Emerson middle schools and Maine South High School.

The Jazz Community Big Band, a 16-member professional group from Chicago, will perform alongside students at the District 64 Spring Jazz Festival on April 18 at Lincoln Middle School. The performance will be free to the public, providing a remarkable night of jazz music for the entire Park Ridge-Niles community.

Through the grant, District 64 now can offer a unique learning and performing experience for jazz students similar to recent workshops provided by Mark Wood for orchestra students and the Northshore Concert Band for band students.

According to Mr. Jacobi, students will "sit in with the pro's" by rehearsing and playing alongside the more experienced musicians using the music the students actually are working on. This will allow students to understand the music at a higher level, in a way that musical mentoring, jam sessions and apprenticeships used to provide.

District 64 extends sincere appreciation to the Park Ridge Cultural Arts Council for its support of music education through this grant. The council presented the check to Mr. Jacobi on behalf of District 64 at its annual grant awards ceremony earlier this month.



This program is partially
supported by a grant from the
Illinois Arts Council

TO: Members of the Board of Education
Dr. Philip Bender, Superintendent

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

DATE: January 28, 2013

RE: Upcoming Illinois 5Essentials Survey

As I shared in November, the Illinois State Board is now mandated on a biennial basis to implement a learning conditions survey.

The 5Essentials Survey will be administered in all Illinois school districts in February/March 2013. Survey data will be collected anonymously and reported by school. All District 64 certified staff, students in 6th-8th grade, and our parent community will participate. The survey will take 20 minutes to complete and will provide information to schools in five areas: instruction, environment, leaders, teachers, and families. Research shows that schools rated highly on three or more of the five essentials are 10 times more likely to make substantial gains in math and reading.

Information was shared with District 64 families through school newsletters this month. Directions for completing this online survey will be shared electronically in early February. Staff will complete the survey at an upcoming building meeting. Middle school students will complete the survey at the end of February.

Schools will receive their Illinois 5Essentials Report in June 2013. The results of the surveys will also be included in the State report card that will be released in October 2013.

MEMORANDUM OF INFORMATION

#016

2012-13

To: Board of Education

From: Madelyn Wsol, Administrative Assistant to the Superintendent

Date: January 28, 2013

Subject: Organizational Meeting – May 6, 2013

State law requires that the school board reorganize after each school board election by seating new members, electing officers and setting a time and place for regular meetings. The meeting can be held any time following the election but should not be held before the election authority canvasses election returns and determines winners. The last day for the Cook County Clerk's Office to canvass election results and proclaim winners is Tuesday, April 30, 2013.

It is recommended that the Board schedule the reorganizational meeting for Monday, May 6, 2013.

/mw



DISTRICT 64 WELLNESS COUNCIL

Nov. 27, 2012

Present: P. Bender, P. Yurkovic, M. Sutschek, J. Morrison, S. McDaniel, M. Borowski, M. Petkofski

•Principals Food survey/Review of Wellness Plan

Shared results of Principals Food Survey with Wellness Council. BOE members have reviewed findings this past fall. Council discussion focused on food used for rewards, prizes, incentives, especially at the middle schools. District moving towards firmer language in policy / procedure in regards to using foods in this way.

•Lutheran General Children's Hospital Resource Center

Several Council members visited the Lutheran General Children's Hospital this past fall, at the invitation of staff in the Center. The CHRC is located on the Park Ridge Campus, on the 2nd floor of Yachtman Pavilion. Numerous health resources are available, and can be borrowed, including books, dvd's, learning toys, etc. Teen Health Resources are also available. Staff is able to assist with research projects, and might be able to arrange for Staff Development programs. The Resource Center has reached out to neighboring districts as well, including 62 and 63.

Health staff, PE staff, social workers, and health teachers might find the Center useful. Contact information:

Kathy Smart, RN, Coordinator 47-723-9484

•American Heart Association: Red Dress Day

In past years, health staff has promoted good cardiac health by offering information, educational materials and blood pressure screenings for staff. Health staff hopes again recognize Red Dress Day during the first week in February, 2013. A representative of the AHA visited one of our schools, and has offered materials for our use.

•Update on Spring School/Indian Scouts event

P. Bender had not heard back from Don Metter re: the Indian Scouts' proposal for an outdoor physical activity event within the community, in collaboration with District 64 schools.

Proposed date is May 4th, 2013. More information as it becomes available.

•School Teams updates

Roosevelt continues to host Weight Watchers at Work meetings.

Yoga classes for staff are held at Carpenter and Roosevelt.

Field plans to offer staff yoga classes after Winter Break.

Emerson and Roosevelt have held candy drives (collecting leftover Halloween candy) for our troops.

Field will be hosting a Biggest Loser event for Field staff, from January 13th, until March 13th.

Participants will weigh in privately and report weight loss to the facilitator of the program.

Winners are determined by percentage of weight lost, not # of pounds. For more information, contact Jason Mata at Field School.

Next meeting: Jan. 29th, 2013

Submitted by M. Petkofski, RN, ILCSN

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

Minutes of the meeting
held at 4:00 p.m. Tuesday, December 11, 2012
Roosevelt School, 1001 S. Fairview, Park Ridge, IL 60068

Attendees:

Dr. Philip Bender, Superintendent
Chief Frank Kaminski, Park Ridge Police
Cmdr. Jason Leavitt, Park Ridge Police
Ofc. Laura Kappler, Park Ridge Police
Deputy Chief Jeff Sorensen, Park Ridge Fire
Div. Cmdr. Joseph Penze, Niles Police
Dr. Kevin Dwyer, Roosevelt School Principal
Kelly Tess, Carpenter/Franklin School Assistant Principal
Kathy Jozwiak, Carpenter School PTO
Tim Benka, Emerson Middle School Assistant Principal
Tim Gleason, Lincoln Middle School Assistant Principal
Katie Kelly, Field School Assistant Principal
Bernadette Tramm, Public Information Coordinator

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

Village of Niles Police

Cmdr. Penze reported that traffic is moving well near Emerson with the new traffic patterns.

City of Park Ridge

▪ **Police**

Chief Kaminski and Ofc. Kappler reported that letters had been sent out to registered vehicle owners observed parking or driving unsafely near schools as reported to police. Ofc. Kappler reported on follow up to previous concerns expressed by neighbors at Washington and Field schools. Ofc. Kappler also has conferred with Assistant Principal Kelly at Field concerning ideas to deal with specific parking concerns there.

▪ **Fire**

Deputy Chief Sorensen had nothing further to report.

School Reports

▪ **Carpenter**

PTO Rep. Jozwiak raised concerns about parents parking in the staff parking lot and especially the handicapped parking spots, despite repeated reminders from the principal. Ofc. Kappler said police can enforce the handicapped parking spots. It was further recommended that additional barricades and/or pylons be added to block entry to the lot before the parents can gain access, and additional no parent parking signage be displayed.

Assistant Principal Tess noted that parking will be a major issue during the upcoming Holiday Sing.

▪ **Roosevelt**

Principal Dwyer thanked police for their continued presence that always helps dismissal traffic flow more smoothly. He noted the upcoming Holiday Sing schedule. He reminded police to continue contacting Dr. Bender if there is an incident in the vicinity of a school, so Dr. Bender can contact the correct administrators or staff.

- **Franklin**

Assistant Principal Tess said police had met separately with administrators to review specific concerns recently. She noted that Director of Facility Management Scott Mackall had ordered several additional barricades for her, which Carpenter could share. She pointed out that drivers attempting U-Turns on Manor Lane during high traffic times continue to be a big concern for other vehicles and to local residents.

- **Emerson**

Assistant Principal Benka agreed with Niles Police that traffic seems to be flowing smoothly. He asked that Public Works be reminded to avoid creating high snow banks on corners or crosswalks, so students in those areas can be readily seen by vehicles at all times.

- **Lincoln**

Assistant Principal Gleason reported that an ongoing concern needing police attention is drivers who cross into an oncoming lane to drop a student off at the opposite curb. This creates a big hazard and impedes the traffic flow. He thanked police for their continuing presence.

- **Field**

Assistant Principal Kelly asked advice on how to get drivers to move smoothly through the kiss 'n go area particularly along Wisner in the morning drop-off. Police noted that staff could stand on the sidewalk and motion drivers to keep them moving, but should not be in the street directing traffic. Police will follow up further on this concern when they visit.

- **Washington**

No representative.

- **Jefferson**

No representative.

Report from Crisis Communication Group

Dr. Bender reported the group had met on December 4 to discuss concerns. It was reported that Park Ridge may leave the existing 911 call center, but this would not affect service in any way. Cmdr. Leavitt reported that lock down drills have been completed at all schools and were done well. He noted that some schools have had doors propped open for food deliveries, but typically doors are routinely secured.

Other

- **Holiday Sing schedules** – Dates of the upcoming events were distributed.
- **Suspicious incident announcements** – Police are asked to contact Dr. Bender at District 64 only via email or cell phone during holiday break periods when the Educational Service Center offices are closed.

Next Meeting

The next meeting will be held on Tuesday, February 19 at Carpenter School, 300 N. Hamlin Ave., Park Ridge. Dr. Bender will ask another administrator to chair the meeting, as he will be unavailable that day.

The meeting was adjourned at 4:36 p.m.
Minutes submitted by Bernadette Tramm

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

Minutes of the Community Finance Committee
held at 7:00 p.m. January 8, 2013
Hendee Educational Service Center
164 S. Prospect, Park Ridge, IL 60068

Community Coordinator Genie Taddeo called the meeting to order at 7:02 p.m. Also present were four CFC members, Superintendent Phil Bender, Business Manager Becky Allard, and Assistant Business Manager Brian Imhoff.

The meeting began with a discussion of Study Group 4's progress on the student fee benchmarking project:

▪ **Student Fees (Study Group 4)**

Study Group 4 shared a draft of the PowerPoint project that will be presented to the Board at the January 28 meeting. The group members explained that their goal of this project was to make the Board and parents aware that District 64 student fees are on the high end versus comparable districts. They also hope the district will continue its spend management practices and look for additional areas where cost savings and efficiencies can be recognized.

The group's recommendations were discussed in further detail. If the proposed fee reductions are approved by the Board, the loss in revenue would be approximately \$466,000 per year. Since the Board already eliminated the lunch supervision fees for elementary students beginning in the 2012-2013 school year, there was a concern about where the district will make up the additional student fee revenue without cutting existing programs. The group also debated the proper time and methodology for increasing fees in the future if the recommendations are approved. Prior to the January 28 Board meeting, the group will modify the presentation to show a few scenarios related to the recommendation to reduce fees over a 2-4 year timeframe and the corresponding financial impact to the district each year.

When considering the comprehensive fee analysis performed by the 2009 CFC that established the current fee structure, the current group wondered if District 64 fees should be the same as comparable districts. Several committee members shared their recollection of the background on the conclusions from the 2009 CFC fee study and the previous committee's justification for the student fees recommended at that time. One of the main selling points to obtain community support for the previous referendum was that District 64 parents were contributing their fair share to improve the district's declining financial situation by paying higher student fees than comparable districts.

Study Group 4 also suggested that the district perform a full cost analysis of student fees every 4 years. The group identified that perhaps the next project for a CFC student fees group would be to complete a cost analysis for specific cost centers or programs by building within the district. This sort of analysis first would likely require a restructuring of the district's general ledger along with additional training for budget users and department heads.

Next Steps

Study Group 4 will finalize its presentation documents by January 22 in preparation for the January 28 Board meeting. Genie and Ares will solicit ideas from committee members for possible future CFC projects to bring to the Board for consideration.

The meeting was adjourned at 8:40 p.m.
Minutes submitted by Brian Imhoff

**Minutes of the Board Advanced Technology Committee
held at 7:00 p.m. January 7, 2013
Hendee Educational Service Center
164 S. Prospect, Park Ridge, IL 60068**

Director of Technology Dr. Terri Bresnahan called the meeting to order at 7:02 p.m.

Also present were Jason Mata, Allison Blum, Amanda Walsh, Jon Urbanski, Scott Altman, Nancy Zver, Sue Herman, Franny Keyes, Kendra Griffin, Doug Miller, Paul Brown, Dr. Lori Hinton, Dr. Anthony Murray, Caroline Schaab, Dan Walsh, Dr. Bender, David Langlands, Tony Sivore, Scott Zimmermann, Bill Basequin, Janice Oliva, Carrie De la Cruz, Dave Iffland, Nancy Sweeney, and Paul McCarthy.

Ice Breaker Activity & Formal Introductions

Members introduced themselves and shared their motivation for serving on this committee.

Establish Committee Norms

Norms for the group were agreed upon and posted on the committee's website.

History of District 64's Strategic Plan

A history of the District's Strategic Plan was shared as well as the current state of technology. The work of previous committee's laid the foundation for the work of the BATC. A major accomplishment of the Strategic Plan has been to establish an instructional technology coaching model in each of our buildings. As we build the capacity of teachers, we can then raise the bar for how technology is used to enhance student learning. Dr. Hinton shared information related to the Common Core State Standards and how they have increased the demand for technology to support a higher level of rigor.

Inspiration

A video produced through the New Brunswick Schools was shared with the group. It exemplified the changing technology landscape in today's world and how schools can embrace the changes to better serve students in the 21st century.

([http://teachertube.com/viewVideo.php?video_id=231161&title=21st Century Education in New Brunswick Canada](http://teachertube.com/viewVideo.php?video_id=231161&title=21st%20Century%20Education%20in%20New%20Brunswick%20Canada))

What Does 21st Century Learning Look Like?

The committee worked in small groups to review case studies and a video clip that exemplify how technology can enhance and support student learning that is focused on creativity, collaboration, communication, critical thinking, and problem solving. After reading and viewing the examples, groups entered feedback in an online form to the following questions:

- What characteristics of student learning were demonstrated in this example?
- What role did technology play to support student learning in this example?

The feedback was collected and shared at the next committee meeting.

The guiding question for this work of this committee is: **How do we leverage technology within the D64 educational experience so that our students EXCEL in the future?**

Future Steps

The committee will agree upon the characteristics of student learning and how technology can be used to support them. The work will then focus on exploring various technology models and developing recommendations for a long-term technology plan for District 64.

Next Meeting

The next full meeting of the BATC is Tuesday, January 29th at 7:00 p.m. at Franklin Elementary School.

The meeting was adjourned at 9:10 p.m.

Minutes submitted by Dr. Terri Bresnahan