

Inspire every child to



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

Regular Board Meeting Agenda
Monday, July 9, 2018
Jefferson School – Multipurpose Room
8200 N. Greendale Avenue
Niles, IL 60714

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

TIME

APPENDIX

5:30 p.m. **Meeting of the Board Convenes**

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

• **Board Recesses and Adjourns to Closed Session**

-- The appointment, employment, compensation, discipline, performance, or dismissal 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. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. [5 ILCS 120/2 (c)(1)]

7:00 p.m.

• **Pledge of Allegiance**

• **Public Comments**

• **Discussion and Approval to Bid Summer 2019 Construction Projects** A-1

-- Chief School Business Official/Director of Facility Management **Action Item 18-07-1**

• **Preliminary Review of Potential Uses of Jefferson Early Childhood Center** A-2

-- Superintendent/Chief School Business Official

• **Discussion of Future Use of Hendee ESC (164 S. Prospect Avenue)** A-3

-- Chief School Business Official/James Levi Attorney Hodges Loizzi

- **Discussion of School Resource Officer Committee and Membership** A-4
-- Superintendent

- **Establish a Board Committee for Special Education** A-5
-- Superintendent/Board Attorney Hodges Loizzi **Action Item 18-07-2**

- **2020 Vision Strategic Plan Year 3 Update** A-6
-- Superintendent

- **Approval of Administrative Salaries** A-7
-- Superintendent/CSBO **Action Item 18-07-3**

- **Recommendation and Approval of Personnel Report** A-8
-- Board President **Action Item 18-07-4**

- **Consent Agenda** A-9
-- Board President **Action Item 18-07-5**
 - Bills, Payroll and Benefits
 - Approval of Seventh Amendment to Lease and License Agreement by and between Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois and Child Care with Confidence, Inc.

- **Approval of Minutes** A-10
-- Board President **Action Item 18-07-6**
 - Closed Session Meeting -----June 25, 2018
 - Special Board Meeting -----June 14, 2018
 - Special Board Meeting -----June 11, 2018
 - Committee of the Whole: Budget -----June 11, 2018

- **Other Discussion and Items of Information** A-11
-- Superintendent
 - Upcoming Agenda
 - Freedom of Information Act Requests (FOIA)
 - Memorandum of Information (none)
 - Minutes of Board Committees (None)
 - Other
 - Update on Summer Construction Projects

- **Adjournment to Closed Session**
 - The setting of a price for sale or lease of property owned by the District. [5 ILCS 120/2 (c)(6)], the sale or purchase of securities, investments, or investment contracts. [5 ILCS 120/2(c)(7)]

Next Meeting: **Thursday, July 19, 2018**
Board Policy Committee Meeting – 3:00 p.m.
Jefferson School – Plimpton
8200 N. Greendale Avenue
Niles, IL 60714

Next Regular

Meeting: **Monday, August 27, 2018**
Public Hearing on Budget – 6:45 p.m.
Regular Board Meeting – 7:00 p.m.
Roosevelt School – North Gym
1001 S. Fairview
Park Ridge, IL 60068

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

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, CSBO
Representatives from Studio GC
Ron DeGeorge, Director of Facility Management

Date: July 9, 2018

Re: Discussion and Approval to Bid Summer 2019 Construction Projects

Background

At the April 23, 2018 Board of Education meeting, the Board voted to begin preparation at a cost not to exceed \$10,000 of estimates for the construction of secured vestibules and office enhancements that include Health Life Safety (HLS) and critical infrastructure work at Emerson, Carpenter, Field and Franklin schools for summer 2019 construction. Following completion of summer 2018 work at Roosevelt School, these are the only buildings remaining, other than the District 64 Educational Service Center, without a secure vestibule entry system. The prior estimates for this work had been developed in 2016 by the District's previous architect FGM.

Studio GC has now reviewed each building and its unique requirements and developed initial plans and drawings of the new secure vestibules, office enhancements and relocation of affected classrooms. In keeping with administration's prior recommendation to complete as much work as possible in affected areas, HLS, critical infrastructure projects and capital projects also are being recommended for consideration by the Board.

Recommendations for Summer 2019 Projects

Attachment 1 outlines the 2019 Proposed Projects, which encompass both the secure vestibule/office relocations described above as well as other Master Facilities Plan projects. To meet the educational goals for student learning in future-ready environments that are also safe, warm and dry, the proposed projects have been evaluated in the context of extending the life of a building or its systems based on individual building needs and overall needs across the District.

Looking ahead to 2019, Studio GC has completed *estimates* for the projects being recommended for the Board's consideration at this time. Recommendations include:

- **HLS Category B = \$2,387,958**
 - The HLS work planned for summer 2019 will address the HLS priority code "B" items identified at Carpenter, Franklin, Lincoln and Washington schools. As previously discussed, many of the items we are addressing in the Critical Infrastructure areas are typically on the HLS report, however, given the amount of

work that needs to be accomplished, administration did not want to tie the hands of the Board in terms of when projects are completed. The HLS “B” items need to be completed within five years after the submission of the report and acceptance by the Illinois State Board of Education (ISBE).

- **Critical Infrastructure 2 = \$1,530,333**
 - The critical infrastructure projects planned for summer 2019 will address the replacement of the galvanized piping at both Carpenter and Franklin schools. These projects will be done in a similar fashion that has been used at both Lincoln and Roosevelt schools, which is to replace the main lines in the buildings. To replace all of the branches into classrooms would be prohibitively expensive. The Lincoln parking lot is also on the docket to be redone in summer 2019. This parking lot as with many of our lots has been neglected for years.
- **Other Capital Projects = \$3,109,219**
 - The capital projects include the secure vestibule and office reconfigurations planned at Carpenter, Franklin and Field schools. The secure vestibules have now been estimated based on the updated designs now proposed for each school. The prior estimate prepared by FGM was \$3,727,827; the new estimate is \$2,309,219. The revisions to the Emerson entrance have not been fully scoped out yet, but are currently estimated at \$250,000 given its newer design. The work proposed at Washington school includes updating its Learning Resource Center (LRC) and the reconfiguration of the music/art and teacher lounge areas in the basement and on the second floor. These revisions would create another full-size classroom at Washington, without the need to put a far more costly addition onto the building.

The estimates above include an allotment for asbestos abatement, construction contingencies, architectural fees and construction management for a total of \$7,027,510.

In addition, as we look to keep pace with our 2021 Master Facilities Plan, a list of additional projects for summer 2019 has been included for discussion and consideration. The estimated cost for additional projects listed totals \$3,172,166. We are still working on this list and may add/remove items as we move along with the bidding process and receipt of bids.

Given the significant amount of lead time required to develop Bid Specifications and Plans to support the bidding process, administration is asking for approval tonight to move forward with this phase of the projects. Once given approval, Studio GC will begin drawing up the documents so that the District can be out to bid in late September with most of the projects. Not only do we want to receive competitive bids early in the bidding season, but allowing for significant lead time required on different supplies used during the construction projects is advised.

Financing for Summer 2019 Projects

In selecting the final projects for summer 2019, the goal would be to utilize the funds the District will receive from the issuance of Working Cash Fund bonds and potentially, a transfer from the Working Cash Fund. Prior to beginning the process for issuing working cash bonds, administration will have closed out the 2017-18 fiscal year and at the August 27, 2018 Board meeting, will have information on the possibility of transferring additional funds from Working Cash into the Capital Projects Fund. Such transfers have no impact on taxpayers, but do reduce the Operating Fund balance.

As you may recall, the Board has the authority to issue up to \$20.75M in Working Cash bonds to complete Master Facilities Projects as provided in the Financing Framework created by the Board in winter/spring 2017. Administration will begin the process for issuing the Working Cash bonds at the October 2018 Board Meeting with Elizabeth Hennessey from Raymond James coming to speak about our current debt portfolio and a timeline for issuance of bonds in 2019 and 2020. Administration is recommending that the bonds be issued in two tranches to ensure monies are available when needed.

As background, adoption of the Financing Framework was a multi-year effort by the Board and administration. The framework takes the widest view possible of all available resources at the District's disposal.

The framework was designed to identify funding sources in order to complete:

- 100% of HLS category B projects (required)
- 100% of Critical Infrastructure category 2 (highly recommended)
- Critical Infrastructure category 3, and
- additional priority capital projects.

It accesses funds through a combination of sources, while leaving flexibility for future boards to tap additional funding, as needed. The framework consists of:

- Cash from Operating Fund balance \$10M (***no impact on taxpayers***)
 - Completed in two transfers \$5.5M in fiscal year 2015-16 and \$4.5M in fiscal year 2016-17
- Debt Certificates \$9.25M (***no impact on taxpayers***)
 - Issued spring 2017 (repaid \$800K over 15 years from Operating Fund revenues; first repayment in the 2017-18 budget)
- Working Cash Fund bonds - *Board authority to issue* up to \$20.75M to complete Master Facilities Plan
 - The authorization process for the Board to issue Working Cash Fund bonds was completed at the April 24, 2017 meeting and is good through April 2020.

- When bonds are issued within the next 3 years, repayment *will impact only the Debt Service portion of the tax levy on local property taxes.*
- The Board will vote specifically on each issuance of the bonds.

Recommendation

Administration recommends moving forward only on the estimated \$6.9 million of summer 2019 proposed projects at this time. With this schedule, the District anticipates being out on the street with our specifications in late September, so that bids would be presented to the Board for approval most likely by the end of 2018. We believe this timing will offer the District more favorable pricing for these essential projects that will benefit the teaching and learning environment of our students and staff for decades to come.

ACTION ITEM 18-07-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve preparing bid documents for:

1. Summer 2019 Health Life Safety (HLS) Projects
2. Summer 2019 Critical Infrastructure Category 2 Projects
3. Summer 2019 Capital Projects:
 - a. Carpenter, Field, Franklin Classroom and Main Office Relocation
 - b. Carpenter, Field, Franklin Secure Vestibule (Requires a)
 - c. Emerson Secure Vestibule Enhancements
 - d. Washington Learning Resource Center
 - e. Washington Music/Art/Teacher Lounge Reconfiguration

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

7/9/18



2019 Proposed Projects



Preliminary Project Budgets - June 30, 2018

2019				
Priority Code	School	Item	Total Project Cost	
B	Franklin	Plumbing	\$80,368	
B	Franklin	Mechanical	\$11,472	
B	Franklin	Fire	\$16,943	
B	Franklin	Doors	\$7,942	
B	Lincoln	Fire Separation	\$1,105,845	
B	Lincoln	Doors	\$269,212	
B	Washington	Electrical	\$78,236	
B	Washington	Plumbing	\$80,271	
B	Carpenter	Plumbing	\$159,742	
B	Carpenter	Mechanical	\$60,228	
B	Carpenter	Fire	\$19,933	
B	Carpenter	Ceiling	\$286,313	
B	Carpenter	Doors	\$49,109	
B	Carpenter	Electrical	\$162,343	
			Total	\$2,387,958
2	Franklin	Water Piping	\$179,992	
2	Lincoln	Repavement of Parking/ Play Lots	\$902,672 **	
2	Carpenter	Water Piping	\$447,669	
			Total	\$1,530,333
			Total	\$0
Capital	Carpenter	SV	\$495,567	
Capital	Field	SV	\$1,108,140	
Capital	Emerson	SV	\$250,000 ***	
Capital	Franklin	SV	\$705,512	
Capital	Washington	Music/ Art/ Teachers Lounge	\$300,000 ***	
Capital	Washington	LRC	\$250,000	
			Total	\$3,109,219
			Total Project Cost	\$7,027,510

* Total Project Costs for all projects include abatement, construction contingency and A/E/CM fees

** \$150,000 included in the cost estimate for site detention requirements to be determined with City of Park Ridge

***Design needs not fully scoped at this time

Proposed Additional 2019 Work

Field	Task	Total Project Cost	
	Corridor Flooring	\$370,222	Total \$370,222
Franklin	Corridor Flooring	\$336,367	Total \$336,367
Carpenter	Corridor Flooring	\$75,474	
	Classroom Flooring	\$178,038	Total \$253,512
Lincoln	Classroom Flooring, 1st and 2nd	\$578,065	Total \$578,065
Washington			Total \$0
District-Wide	District wide tuckpointing *	\$50,000	
	Interior door & hardware replacement (includes 550 doors @ \$2,400 each; frames to remain)	\$1,584,000	Total \$1,634,000
			Additional Project Cost \$3,172,166

* General masonry tuckpointing to be used as required



2019 Proposed O&M Projects



Preliminary Cost Estimates, June 30th, 2108

Priority Code	School	Item	Total O&M Budget Costs	\$0
O&M Budget	Emerson	Asphalt Sealcoating & Striping	\$43,548	
O&M Budget	Jefferson	Asphalt Sealcoating & Striping	\$15,007	
O&M Budget	ESC Facility	Asphalt Sealcoating & Striping	\$2,844	
O&M Budget	Franklin Drive	Asphalt Sealcoating & Striping	\$2,088	
		Total		\$63,487
		Total O&M Budget Cost		\$63,487

* Total Project Costs for all projects include abatement, construction contingency and A/E/CM fees

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Luann Kolstad, CSBO
Representatives from Studio GC architects
Date: July 9, 2018
Re: Preliminary Review of Potential Uses of Jefferson Early Childhood Center

Background on Jefferson Early Childhood Center

Jefferson is located at 8200 Greendale, Niles, and neighbors Emerson Middle School on the same campus. Its 45,816 square feet of space are used to house the following programs:

- (leased space - private day care) Child Care with Confidence - 8,270 SF
- School Office - 2,904 SF
- Extended Day Kindergarten - 6,563 SF
- General - 6,373 SF
- Preschool - 7,750 SF
- Professional Development - 1,882 SF
- Speech and OT/PT - 2,189 SF
- D64 Technology Department (“Tech Central”) - 2,323 SF
- Auxiliary Building Space - 7,571 SF
- Total Building Space - 45,816 SF

The Board of Education has the Seventh Amendment to the Child Care with Confidence lease in the consent agenda this evening for approval. If approved by the Board of Education, the lease would be extended to June 30, 2019. All of the following options would require the discontinuation of the lease with Child Care with Confidence.

At tonight’s meeting, we will be asking the Board to schedule a Committee of the Whole (COW) meeting to specifically talk about the Jefferson Early Childhood Center and to begin taking a deep dive into the possibility of offering full day kindergarten and what model will work for our community and District. Tonight we are sharing a very preliminary review of options for Jefferson and associated estimated construction costs. These estimates do not include additional staff, increased transportation costs, etc., that would be required with a full day kindergarten program.

Feasibility of Full-day Kindergarten

As part of our *2020 Vision* Strategic Plan, looking into the feasibility of bringing full-day kindergarten to District 64 is on the scheduled to be evaluated as we implement the final two years of the plan. Administration has begun the process by researching and developing different

space utilization options for the Board to consider and the potential financial impact to the District for facility needs.

At a special COW, Pat Callahan and Rick Petricek from Studio GC would review with the Board each option in greater detail and be able to answer the Board's questions concerning the potential projects related to facilities. As the Board refines their options, additional cost estimates can be developed for other ancillary services, such as transportation.

The evaluation tonight is intended to focus exclusively on facility needs. A further evaluation of full day kindergarten would also include labor costs, which will be the largest additional annual cost associated with full day kindergarten, as well as the impact on curriculum.

The following are options that administration has put together for the Board to consider in terms of space issues at Jefferson and our five elementary buildings:

Space Utilization Options to Consider:

1. This option has two sub options:
 - a. **Option 1A: Early Childhood and full-day kindergarten at Jefferson**
 - i. This option would involve recapturing and renovating 16 existing classroom spaces at Jefferson for kindergarten rooms, constructing 10,800 square feet addition for nine additional kindergarten classrooms, and renovating the entire infrastructure of the building. The addition would be one story; by law, kindergarten and preschool students can only be housed on the first floor of a school. This would provide 25 total kindergarten classrooms housing 500 students. We are using our first grade enrollment numbers for all options; we are assuming students that currently attend full day kindergarten at another location would attend our program instead. Half-day sessions of kindergarten would also be housed at Jefferson. The estimated cost is \$7,821,600 (Attachment 1).
 - b. **Option 1B: Early Childhood, full-day kindergarten with second story ESC and Tech Central at Jefferson**
 - i. This option was also presented in the ESC discussion that the Board is reviewing tonight. This would be Option 1A, plus placing a second story on the first floor addition to house the ESC and Tech Central. The estimated cost is \$11,421,600 (Attachment 2).
2. **Convert Jefferson School into an Early Childhood and full-day Kindergarten Center based on a blended and/or lottery system for full-day kindergarten.**

- a. This option would involving recapturing and renovating 10 existing classrooms for kindergarten as well as renovating the existing infrastructure in the building. The full-day kindergarten would have identified at-risk students who would not pay. The remaining spaces would be filled using a lottery; those students would pay a fee to attend. Currently, full time students in our Extended Day Kindergarten program are paying over \$4,000 per year. This would have 200 spaces available for kindergarten. The remaining students would attend their home school for half-day kindergarten. The estimated cost is \$4,947,675 (Attachment 3).

3. Full-day kindergarten at each K-5 building with one or two half day classrooms per building.

- a. This option would house both full-day and half-day kindergarten at a student's home school. It would involve the construction of 13 additional classrooms at our five elementary buildings, Attachment 4 outlines how many classrooms would be needed at each building. It is important to note that this estimate *does not* fix the infrastructure at Jefferson Early Childhood Center. The infrastructure work would still be required given the current state of the facility. The estimated cost to build 13 additional classrooms is \$7,020,000.

4. Convert Child Care with Confidence (Private Day Care) area into the ESC and renovate the entire building.

- a. This option was also covered in the memo to the Board on the future of the ESC. The ESC would relocate to the existing Jefferson School allowing the Board to sell the existing ESC building (164 S. Prospect Avenue). This option includes the renovation of the existing Jefferson facility infrastructure at a cost of \$4,465,400 (Attachment 5).
 - i. This option would end the discussion on developing an Early Childhood and Kindergarten center at Jefferson school. The possibility of full day kindergarten for all would then require building additional classrooms at the five elementary buildings at an estimated cost of \$7,020,000 (see Option 3).
 - ii. The total cost if the District moved the ESC to Jefferson and built nine additional classrooms at the existing elementary buildings for full day kindergarten would be \$11,485,400.

Objective Rational:

Convert Jefferson School into a Early Childhood and Full-Day Kindergarten Center. Existing Classrooms in each elementary will be recaptured as project based learning space.

Opportunity Description: Option 1A

Recapture and Renovate 16 existing classrooms for Kindergarten	18,848 sf
Construct 10,800 sf addition for 9 additional Kindergarten classrooms	10,800 sf
Renovate existing infrastructure and HLS in remainder of building	26,968 sf

Cost Potential:

\$ 7,821,600

Objective Rational:

Convert Jefferson School into a Early Childhood and Full-Day Kindergarten Center. Existing Classrooms in each elementary will be recaptured as project based learning space. Add an addition for the District Offices.

Opportunity Description: Option 1B

Recapture and Renovate 16 existing classrooms for Kindergarten	18,848
Construct 10,800 sf addition for 9 additional Kindergarten classrooms	10,800
Renovate existing infrastructure and HLS in remainder of building	26,968
Construct 12,000 sf second floor over Kindergarten for District Office	12,000

Cost Potential:

\$ 11,421,600

Objective Rational:

Convert Jefferson School into a Early Childhood and Full-Day Kindergarten Center based on a Blended and or Lottery System for Full-Day and Half-Day programs. This would offer up to 10 All-Day Sections at Jefferson and 2 Half-Day Sections at each school School. Existing Classrooms in each elementary will be recaptured as project based learning space.

Opportunity Description: Option 2

Recapture and Renovate 10 existing classrooms for Kindergarten	14,643
Renovate existing infrastructure and HLS in remainder of building	31,173

Cost Potential:**\$ 4,947,675**

Objective Rational:

Construct additional classrooms on each elementary building to account for the additional students for an All-Day Kindergarten program at 5 sections per school.

Opportunity Description: Option 3

Cartenter Elementary School 3 Classroom Addition (2 Existing Classrooms)	5,400
Field Elementary School 3 Classroom Addition (2 Existing Classrooms)	5,400
Franklin Elementary School 2 Classroom Addition (3 Existing Classrooms)	3,600
Roosevelt Elementary School 2 Classroom Addition (3 Existing Classrooms)	3,600
Washington Elementary School 3 Classroom Addition (2 Existing Classrooms)	5,400

Cost Potential:

\$ 7,020,000

Objective Rational:

Convert Private Day Care Area of Existing Jefferson School to the Educational Service Center (District Offices):

Opportunity Description: Option 4

Relocate the District Offices and Educational Service Supports to the Existing Jefferson School. This would allow for the Existing District Office and property to be put up for sale or public auction. The current District Office Building is about 10,000 sf. Tech and PD is available in existing space at Jefferson school. This option includes the renovation of the existing facility infrastructure as well. The existing Square Footage of the Private Day Care is is 8,270 S.F.

Cost Potential:

\$ 4,465,400

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Luann Kolstad, CSBO
James Levi, Hodges Loizzi
Date: July 9, 2018
Re: Discussion of Future Use of Hendee ESC (164 S. Prospect Avenue)

At the June 25, 2018 Board meeting, the Board discussed potential future uses of the Hendee Educational Service Center (ESC) building at 164 S. Prospect Avenue. In terms of background, District 64 purchased the ESC from the federal government in March 1970; it had been used by the U.S. Postal Service. Per the most recent appraisal, the property is improved with a one-story brick institutional building built in 1936 as a U.S. Post Office branch, with a total gross above-grade area of approximately 5,734 square feet. There is a full basement of approximately 5,545 square feet finished for office, conference, storage, and mechanical use area. The site consists of approximately 18,686 square feet of land area, zoned B-4, Uptown Business District.

Since purchasing the ESC, the space has served as the District office for senior leaders and administrative support staff, and hosts most of the District 64 professional development offerings for employees. As was the case with the eight schools in the District, many maintenance concerns were deferred on this facility.

Recently, the building received a new roof, was tuckpointed, and the parking lot was seal coated in summer 2016. Prior to the installation of the new roof, the facility had numerous leaks resulting in plaster and flooring damage within the facility. The delivery ramp was also replaced in summer 2017 due to extensive rusting and deterioration resulting in a structure that was no longer safe to use.

In discussions regarding replacing the front stairway with new steps and an ADA compliant ramp, Board members raised the question of potentially selling this facility to another party and leasing it back for the District's ongoing use as its administrative center. Administration began working on developing five potential options for the Board to consider:

1. Sell the ESC to a private party and lease it back.
2. Sell the ESC and lease property in another location within the District.
3. Sell the ESC and purchase an existing office space or build on a school site.
4. Sell the ESC and move the administration into the Jefferson School facility. This option will be more fully explored during the presentation on the potential future uses of the Jefferson Early Childhood Center.

5. Keep the ESC. This would include extensive work on the interior of the facility to bring it up to both fire and ADA codes. It also would include the replacement of the front steps and addition of the ADA compliant ramp, fixing the drainage issues around the facility, and at some point, replacing the parking lot.

The District engaged an appraiser and has run a Title Commitment on the property. Currently, the property is appraised at \$470,000, whether it is sold with the building or as a vacant site.

Administration also has worked with an experienced commercial real estate firm with leasing, renovating, and capital markets expertise on Options 1, 2 and 5. The work done for the District was at no cost to the District, with the firm having no expectations of being engaged by the District through a contract.

The following information will be helpful for tonight's discussion as the Board narrows its interest among the options:

Option 1: Sell the ESC to a private party and lease it back.

- Confirmed value of property is \$470,000
- Renovation Estimate is \$800,000 - this would include:
 - Interior renovations
 - New front stairs and ramp
 - Traditional elevator and electrical upgrades
 - New air handling unit and condenser
 - Fire sprinkler system
 - Scrape and resurface parking lot
 - Sealcoat and restripe parking lot
 - Perimeter drain tile and sump pit
 - ADA hardware upgrades
 - Renovation of 2, single-person restrooms for accessibility.
- In terms of the buyer, adding the sale cost of \$470,000 plus the \$800,000 would make an estimated total cost to the investor of \$1.27 million. We are assuming that this would be a local not institutional investor, so the profile of the buyer would require a higher return rate than an institution as they have less money to deploy and therefore command a higher return. Therefore, for our purposes we used 10%. At a 10% return rate, the District would pay \$127,000 per year in net rent, plus approximately \$60,000 per year in operating expenses and real estate taxes (we assumed \$10 per square foot for these expenses). This totals \$187,000 per year in gross rent or \$32.61 per square foot gross rent. Using the \$470,000 to pay the lease, we would run out of funds in 2.5 years.

Option 2: Sell the ESC and lease property in another location within the District.

- Confirmed value of property is \$470,000.
- Class B office space was used for this calculation. Class B space is all above grade and will have all the parking we would need. At the time of this study (May 2018), Class B office space was renting for +/- \$22 to \$25 per square foot gross. This number does not include out of pocket costs for the District to move, which would include the physical move, moving IT, and potential renovation of the new space above the allowance from the landlord.
- Assuming an average per square foot cost of \$23.50 and a 10,000 square foot space, the annual lease would be \$235,000. This does not include the above mentioned out of pocket costs for the District move and potential renovation of the new space.

Option 3: Sell the ESC and purchase an existing office space or build on a school site.

- To build a new building on one of our existing school properties would be approximately \$3 million.
- Administration has not fully explored the option of purchasing an existing office space within the boundaries of District 64.
 - One of the biggest concerns is locating an office space that has sufficient parking for the number of employees, constant stream of visitors needing to conduct business at the District office, and for staff attending professional development trainings routinely held on our premises.
 - The central location of the current location is convenient for all D64 residents to access.

Option 4: Sell the ESC and move the administration into the Jefferson School facility.

- Confirmed value of property is \$470,000.
- The estimated cost to relocate the ESC to the existing Jefferson School would be approximately \$4,465,400. This includes renovation of the entire infrastructure, which is needed in this building whether ESC moves there or not.
- This option would end the discussion on developing an Early Childhood and Kindergarten center at Jefferson school. The possibility of full day kindergarten for all would then require building additional classrooms at the five elementary buildings at an estimated cost of \$7,020,000.
- The total cost if the District moved the ESC to Jefferson and built nine additional classrooms at the existing elementary buildings for full day kindergarten would be \$11,485,400.

Option 5: Keep the ESC. This would include extensive work on the interior of the facility to bring it up to both fire and ADA codes. It also would include the replacement of the front steps and the addition of the ADA compliant ramp, fixing the drainage issues around the facility, and at some point, replacing the parking lot.

- Renovation estimate is \$800,000 - this would include:
 - Interior renovations
 - New front stairs and ramp
 - Traditional elevator and electrical upgrades
 - New air handling unit and condenser
 - Fire sprinkler system
 - Scrape and resurface parking lot
 - Sealcoat and restripe parking lot
 - Perimeter drain tile and sump pit
 - ADA hardware upgrades
 - Renovation of 2, single-person restrooms for accessibility.

Legal Process

James Levi from Hodges Loizzi has provided the District with a document that outlines the requirements for a government body to sell/purchase real estate (Attachment 1). He will review this with the Board at the meeting.

James S. Levi
jlevi@hlerk.com

July 6, 2018

Via Electronic Mail

Ms. Luann Kolstad
Community Consolidated School District No. 64
164 S Prospect Avenue
Park Ridge, IL 60068-4000
lkolstad@d64.org

Re: Sale of School District Real Property

Luann:

Pursuant to your request, this letter details the process for selling real property owned by a school district to both public and private parties.

A. SALE OF SCHOOL SITES TO PRIVATE PARTIES

Pursuant to Section 5-22 of the *School Code* (105 ILCS 5/5-22), a school may sell real estate of the District when the property becomes unnecessary or unsuitable or inconvenient for a school, or unnecessary for the uses of the District. Accordingly, a board must initially determine that the District has no use for the property. Upon such a finding, two-thirds of the members of the entire board (an affirmative vote of six board members) must then pass a resolution, containing the terms and conditions of the sale, directing the sale of the property.

After the resolution for the sale of the property has been adopted by two-thirds of the board members, the board must, within sixty days after the adoption of the resolution, sell the property at public sale, auction or by sealed bids. Prior to the sale of the property, the board must also publish a notice of sale. The notice must contain the time, place and terms of the sale, and must be published once a week for three successive weeks prior to the auction, if the sale is by auction, or prior to the date of acceptance of bids, if the sale is by sealed bids. The board must publish the notice in a newspaper published in the District or, if there is no paper published in the District, then in a newspaper published in the county having a general circulation in the District.

It should be noted that a board may, but is not required to, set a minimum price to sell the property. If a board chooses to set such a price and it is not met or if no bids are received, the board may then adopt a resolution directing that the services of a real estate broker be engaged to assist in selling the property for a commission. With the assistance of a broker, the board may accept a written offer equal to or greater than the established minimum selling price for the property. The broker's commission, however, may not exceed seven percent of the sale price and

ARLINGTON HEIGHTS

3030 Salt Creek Lane, Suite 202
Arlington Heights, IL 60005
Telephone: 847-670-9000 Fax 847-670-7334
www.hlerk.com

Ms. Luann Kolstad
July 6, 2018
Page 2

must be contingent on the sale of the property within one hundred twenty days of the date the property is listed by the broker. Kindly note that a board may engage the services of an individual to market the property by *seeking a buyer* regardless of whether a minimum sale price is established. As you will note, the *School Code* makes a distinction between engaging the services of a licensed real estate broker to sell the property for a commission and utilizing an individual to seek a buyer, with the former only permitted when the board has set a minimum sale price and it is not met or no bids are received.

In the event a board wishes to lower the minimum-selling price on the property after an unsuccessful public sale, the public sale procedures set forth above must be followed for any subsequent sale. An increase in the minimum-selling price may be done, however, without repeating the public sale procedures.

Section 5-22 of the *School Code* also allows a board to sell property to a tenant that has leased the property for ten or more years and is a not-for-profit agency. In this instance, if the not-for-profit agency purchases the property for less than the current appraised value and subsequently sells the property, the agency may only retain a percentage of the profits that is proportional to the percentage of the appraisal, plus any improvements while the agency was owner.

Further, once the property is sold by the board, the proceeds of the sale must be applied first to pay the principal or interest on any outstanding bonds on the property that was sold. Second, proceeds must be applied to meet any urgent District needs as defined by the *School Code*, and finally, proceeds may then be utilized by the board for any other authorized purpose.

B. SALE OF SCHOOL SITES TO PUBLIC PARTIES

In addition to the powers granted to school boards under the *School Code* to sell real estate to the general public, Section 5-22 of the *School Code* specifically states that school district property that is to be sold to another governmental entity shall be sold in accordance with the Illinois *Local Government Property Transfer Act* (50 ILCS 605/0.01 *et seq*). The *Local Government Property Transfer Act* requires the party acquiring the real estate to find and declare by resolution or ordinance, as appropriate, that it is necessary or convenient for the acquiring party to use, occupy or improve the real estate held by the other party. Upon the adoption of such resolution or ordinance, the property owner may transfer such real estate upon such terms and conditions as may be agreed upon by both public bodies. As with the *School Code* provision, the owner of the real estate must approve the transfer of the property by a resolution passed by a vote of two-thirds of the members of the public body (in this case, six affirmative votes by the Board of Education in favor of the property transfer). The resolution of the body transferring the property must be recorded in the office of the recorder where the property is located.

Ms. Luann Kolstad
July 6, 2018
Page 3

As you can see from the requirements above, the transfer of real estate between public entities is significantly less cumbersome than those that are required for disposition of real estate from the Board of Education to private parties. Moreover, the *Local Government Property Transfer Act* allows for significant latitude in the terms and conditions of the transfer. Thus, should the Board desire to dispose of any real estate to another governmental entity, it would have great latitude to do so.

As a final matter, it must be noted that if any of the real estate that the Board desires to dispose of was acquired using debt and that debt is still outstanding, bond counsel must be contacted to ascertain if there are any restrictions or penalties on the disposition of the particular real estate. Further, as noted above, the Board must be aware that any proceeds from the sale of such encumbered real estate may have to be used to payoff any outstanding debt. Accordingly, prior to the disposition of any real estate, we advise confirming if there is any debt on such property or any other restrictions.

Should you have any further questions or concerns regarding this matter, please do not hesitate to contact me.

Very truly yours,

HODGES, LOIZZI, EISENHAMMER,
RODICK & KOHN LLP



James S. Levi

JSL/jah

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: July 9, 2018
Re: Discussion of School Resource Officer (SRO) Committee and Membership

At the June 14, 2018 regular Board of Education meeting, the Board reached consensus to form a special Board SRO Committee. Formal action to establish the SRO Committee was taken at the June 25, 2018 meeting. Board Vice-President Rick Biagi and Board Secretary Tom Sotos were designated to serve as the Board members on this committee.

The Board SRO Committee is expected to be a short-term committee and was tasked with creating a Memorandum of Understanding (MOU) that aligns to the draft Mission Statement, which will need to be finalized by this committee and then approved by the Board. The committee will also ensure the draft Intergovernmental Agreements with the City of Park Ridge and Village of Niles align with desired outcomes of the pilot SRO program.

It was agreed that the number of committee members would be kept smaller so it can meet and function effectively, but that other stakeholders could be utilized as resources to provide expertise and guidance to the committee.

Following the official action to establish the committee on June 25, community members were invited to submit their name for committee consideration and/or to offer individuals or organizations to serve as a resource for the SRO Committee and the expected Special Education Committee during their work. I will update the Board on the current applicants at the meeting on Monday.

Board members Biagi and Sotos have conferred, and are expected to present for further Board discussion the composition of the committee and plan a meeting schedule to carry us through the summer and into the 2018-19 school year.

To: Board of Education
From: Dr. Laurie Heinz
Date: July 9, 2018
Re: Establish a Board Committee for Special Education

Background

As discussed at the June 25, 2018 meeting, the School Board may establish a committee pursuant to Board [Policy 2:150](#) to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report back to the Board.

Depending on the committee's purpose, committee members may include both Board members and non-Board members. A special committee may be created for specific purposes or to investigate special issues. Board representatives and Dr. Frost will schedule a meeting to determine committee goals that fall outside of the work of administration.

A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

The Illinois Association of School Boards (IASB) recommends that Boards ask themselves the following questions when contemplating forming and/or before creating a committee:

1. Is the committee's purpose to address policy questions or perform administrative work?
2. Is this a duty calling for the engagement and action of the full Board?
3. Will the full Board benefit from the groundwork of this committee?
4. Can the Board avoid wasting time and energy on rehashing committee work?

The Board President makes all Board committee appointments unless specifically stated otherwise. Board committee meetings must comply with the Open Meetings Act.

A Board committee may not take final action on behalf of the Board, but may make recommendations for the full Board to consider.

Current Status

In discussions at the June Board meetings, Board members Larry Ryles and Fred Sanchez were designated as the Board's representatives on this committee. It was also agreed that like the SRO Committee, the number of committee members would be kept smaller so it can meet and function effectively, but that other stakeholders could be utilized as resources to provide expertise and guidance to the committee.

In tandem with the announcement of the creation of the SRO Committee on June 25, therefore, community members were invited to submit their name for committee consideration and/or to offer individuals or organizations to serve as a resource for committees during their work. I will update the Board on the current applicants at the meeting on Monday.

In alignment with IASB suggestions for effective use of committees, it is imperative that the Board charge the work of this committee carefully, so it has clarity about its role and task. The Board has already clearly defined the tasks that the SRO Committee is expected to accomplish in its work. The Board needs to engage in further discussion to explicitly define the charge for a Special Education Committee so that it can be an equally focused and efficient group.

Because of the limited past experience within District 64 utilizing Board committees, it is recommended that an initial planning session be conducted and facilitated by a representative from the IASB to meet with Board members Ryles and Sanchez, Director of Student Services Lea Anne Frost, Assistant Director of Student Services Sue Waughon, and me to help identify an appropriate scope for this committee's operations.

Attachment 1 includes additional background materials from IASB regarding committee operations, which the Board and community may find useful in considering the charge to the committee.

ACTION ITEM 18-07-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the creation of a special Board Committee on Special Education.

The votes were cast as follows:

AYES:

NAYS:

ABSENT:

PRESENT:

7/9/18

CONSIDERING BOARD STRUCTURE & THE USE OF COMMITTEES

Discussion Points - Committee of the Whole

- Board limits its efforts to board work (ends) vs. staff work (means).
- The whole board makes all decisions/all policy. No member or sub-group presumes to speak for the board. There is no “board within the board” (including, executive committee).
- Use the wisdom of the board members to inform the board, not as a substitute for board wisdom (i.e., “finance” board member does not “own” finance committee).
- Any appointed committees help the Board - not help the staff. Committee reports are comprised of options, research, implications (not recommendations). Committees do Board work, not sub-board work (staff work).
- It is important to charge committees carefully, so they have clarity about their role and task.

Committee Discussion Points

- Committee Leadership provides a leadership role for multiple Board Members.
- Clarity that the Board meeting is the board’s meeting (vs. Superintendent’s meeting); committee reports are given by board members and the board is clearly in charge.
- Enhanced communication between Board Members & administrators.
- Enhanced communication among board members (share committee agendas & minutes).
- Board members learn more about the operation of the system.
- Ensures an active board (while avoiding micromanagement).
- Administration serves as resource to the committees.

From **Coming to Order. A Guide to successful school board meetings.**
IASB. 2007. page 59 following.

Board structure and committees

Although they are not specifically mentioned in *The School Code*, committees are popular with some school boards.

Committees appear to be most useful in gathering and summarizing information, identifying alternatives and making recommendations to the full board. However, a committee cannot be empowered to act for the board; its authority is limited to making recommendations or advising the board. A board has no authority to delegate its discretionary powers even to a committee of board members;

Any school board committee, regardless of who is on it and how many people are on it, is subject to the same requirements of the *Open Meetings Act* as the full board.

Standing board committees — Some school boards maintain permanent committees assigned to deal with such matters as finance, policy development, collective bargaining, buildings and grounds, or other functions. These committees typically consist of two or three board members.

Obviously, the committee system would not continue to exist if some school boards did not find them helpful.

In fact, some boards contend that committees save time, especially in smaller districts where the board may feel compelled to perform some administrative functions. **In many districts, boards feel that any true board work deserves the attention of the full board and that a committee often creates duplication of effort. A board with this view might work as a committee of the whole but rarely in smaller standing committees.**

Few observers argue with the value of temporary or special committees created to tackle major projects (discussed below). The value of many standing committees is questionable, however. Many of the functions assigned to standing committees are functions that could be handled with greater dispatch by the superintendent or other staff. Consequently, too many standing committees can be an indication that the board is doing staff work rather than board work or that it simply does not trust its own staff.

In considering whether to create a standing committee, the school board should ask itself these questions:

- Is the committee's purpose to address policy questions or perform administrative work?
- Is this a duty calling for the engagement and action of the full board?
- Will the full board benefit from the groundwork of this committee?
- Can the board avoid wasting time and energy on rehashing committee work?

Other standing committees — School boards also create standing committees made up of staff and citizens who are not members of the board. Some committees of this type are required by state law, including a parent teacher advisory committee on student discipline policy and a committee that addresses procedures for behavioral interventions for students with disabilities. Committees created by the school board, including those mandated by law, are subject to the *Open Meetings Act*.

Special or ad hoc committees — There are times when a special or temporary committee can prove useful, provided it is established for a specific purpose and with a predetermined life-span. After the committee has made its report and recommendations to the full board, it should be thanked and disbanded. The decision to create a special committee should be made with input from the superintendent to be sure board and staff roles and responsibilities are understood. The charge to the committee should be

very clear, so that the committee does not misunderstand the extent of its authority.

Committee of the whole — A school board that wishes to discuss an issue without the pressure of making a decision may treat itself as a committee-of-the-whole. A meeting of a committee-of-the-whole provides an opportunity for board members to ask questions about issues under consideration but there is no voting. A meeting of a committee-of-the-whole is subject to the same requirements of the *Open Meetings Act* as any other regular or special meeting of the board.

Citizens' advisory committees — School board governance requires solid connections with the community. One way to do this is through a citizens' advisory committee. These board committees can be used to gather information about community aspirations for its children and its schools. Creating and working with citizens advisory committees has become a science that is beyond the scope of this book. It must be noted here, however, that the role of any committee must be purely advisory to the board (or to the administration). Legally binding decisions may be made only by the board of education. Committee members must understand the advisory and temporary nature of their role from the outset.

Board committees vs. superintendent committees — Whenever a new committee is created, the district should be clear about whether it is the board's committee or the superintendent's committee. There are no specific statutory definitions, but here are some guidelines to consider:

- Was the committee created by the board or the superintendent?
- Who appointed the committee members?
- Does the committee report to and advise the board or the superintendent? Committees created to advise the school board must be treated as subject to the *Open Meetings Act*. Superintendent committees are generally not covered by the Act. However, any committee, even superintendent committees, containing three or more board members will be subject to the *Open Meetings Act*. Unusual circumstances could also make the Act apply. When in doubt, consult a school board attorney.

FREQUENTLY ASKED QUESTIONS ABOUT BOARD COMMITTEES

What are the advantages of having a committee structure?

Committees allow boards to operate more efficiently, since detailed work can be done within committees comprised of a smaller subset of members. Also, since committees are typically staffed with members who have specific, content-rich expertise, more in-depth discussions and analyses can take place, resulting in well-informed recommendations to the full board. Those recommendations are then presented to the full board for review and approval at regular board meetings.

How does a school determine which committees to create? Although not generally required, standing committees are often explicitly defined in the school's policy. Boards should develop a strategic, lean committee structure, only creating and naming standing committees it needs to facilitate and elevate its work.

Will the committee structure we develop always remain the same?

The committee structure will and should change over time as the board evolves.

Does a committee or task force need a specifically defined purpose?

Every committee and task force needs a written charge clarifying its purpose and scope of authority, a chair to lead it, and a minimum of two additional members to add a minimal diversity of opinion and have enough people power to complete the work at hand. Annual work plans are developed to help committees focus on their annual goals, and committees should meet as often as needed to accomplish their work.

How are the activities of committees and task forces documented?

Minutes, generally no longer than one page, are taken at each meeting detailing attendance, recommendations for the board's consideration, high-level overview of discussions, and action steps. The written minutes should be shared with the full board in a timely fashion; verbal reports to the board are needed only for recommendations for the board's consideration or key strategic issues that require board discussion.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: July 9, 2018
Re: *2020 Vision* Year 3 Update

My *Year in Review 2020 Vision* Google slide presentation will highlight the key areas of focus within Year 3 of our Strategic Plan. We believe these initiatives were of the highest priority as we focus on continuous improvement, a standardization of expectations, and a sharpened focus around best practices across all departments and buildings within District 64.

In an effort to fully operationalize a multi-year implementation, the six strategic objectives within the plan continue to receive the greatest degree of time, resource allocation and professional development. Any strategic plan helps an organization/District remain laser-focused on key areas of growth. It also serves to avoid the hazard of “initiative creep” -- adding projects that detract time and resources from achieving this overriding mission.

Our five-year calendar is designed to ensure that the initiatives follow the Research-Design-Implement model to avoid overburdening any one part of the organization, whether it be classroom teachers, elementary vs. middle school, facilities, finances, administration and the like. “Major on the majors” remains our mantra.

It remains my strong, yet realistic belief that any goal worth setting takes time to achieve. As discussed with the Board last year, we wrote a multi-faceted and ambitious plan that will take time, sustained engagement and constant focus to standardize across the District. Once realized, the plan will position the District well in key areas of student achievement, professional development and support for teachers and faculty, as well as addressing Health/Life Safety and critical infrastructure issues within our facilities while being mindful of the financial demands required to achieve our goals.

The third year of the *2020 Vision* implementation in 2017-18 has been equally as bold in terms of workload and pace. We look forward to continuing to work alongside various teacher teams and departments to fully realize our potential as a District and ready ourselves for the work of Year 4.

The logo features the year '2020' in a large, bold, black font. To its right is a colorful, multi-petaled flower-like icon. Further right, the word 'VISION' is written in a large, bold, black font. Below these elements, the text 'DISTRICT 64 STRATEGIC PLAN' is written in a smaller, bold, black font. The entire logo is contained within a white rounded rectangle with a thin black border.

2020 VISION
DISTRICT 64 **STRATEGIC PLAN**

D64 Board of Education
July 9, 2018
Year 3 Update

Inspire every child to

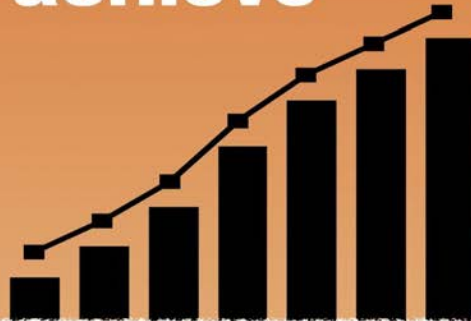
discover



learn



achieve



care



202  **VISION**
DISTRICT 64 **STRATEGIC PLAN**

Guiding Philosophy:

*Continuous
Improvement*



☞☞ *Organizations are perfectly aligned to get the results they are currently achieving.*

*To **change those results**, you must realign strategies with desired outcomes and ensure measures will be available to monitor growth towards targets.*

6 Strategic Objectives



Strategy Map by Challenge Areas



Master 4C's

Strategic Objective 1



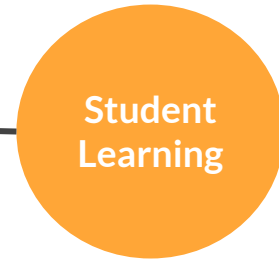
Rigorous Curriculum

Strategic Objective 2



Differentiation & SEL

Strategic Objective 3

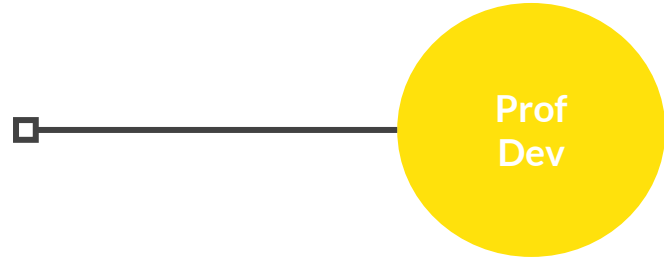


Student Learning



Professional Learning & Growth

Strategic Objective 4



Prof Dev



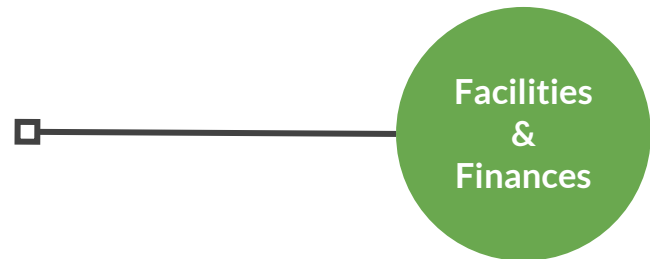
Physical Environment

Strategic Objective 5



Financial

Strategic Objective 6

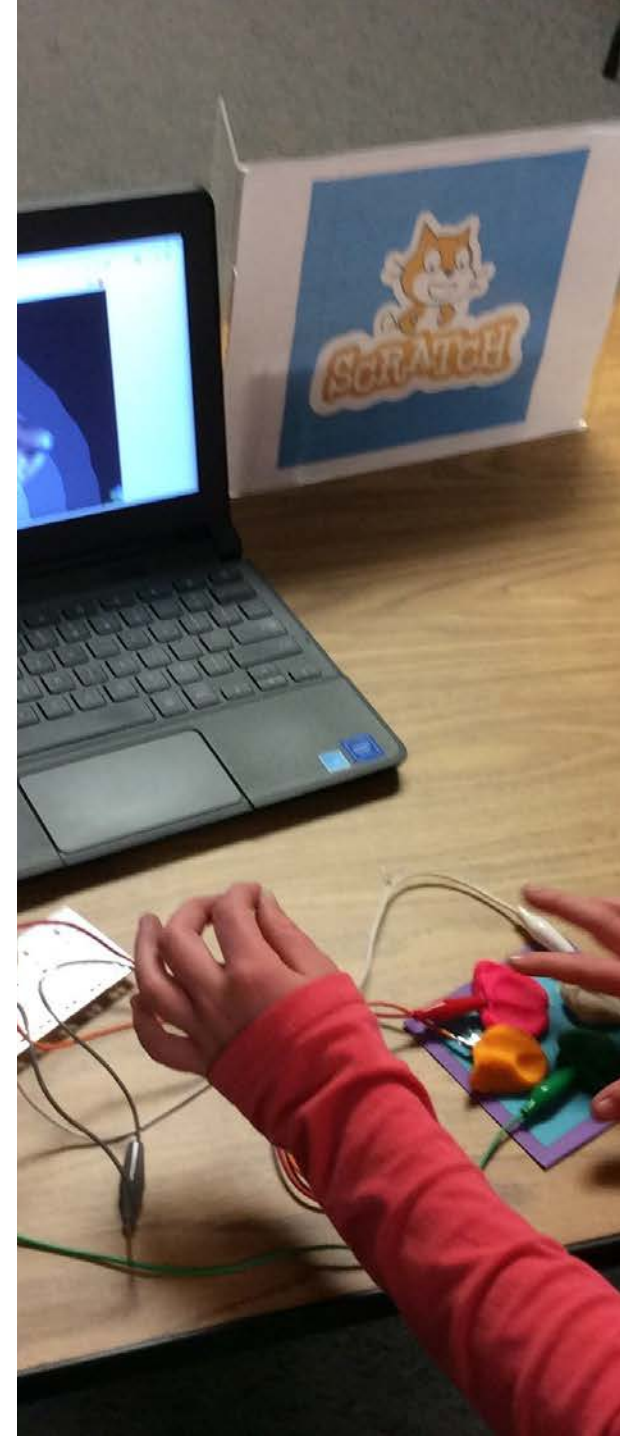


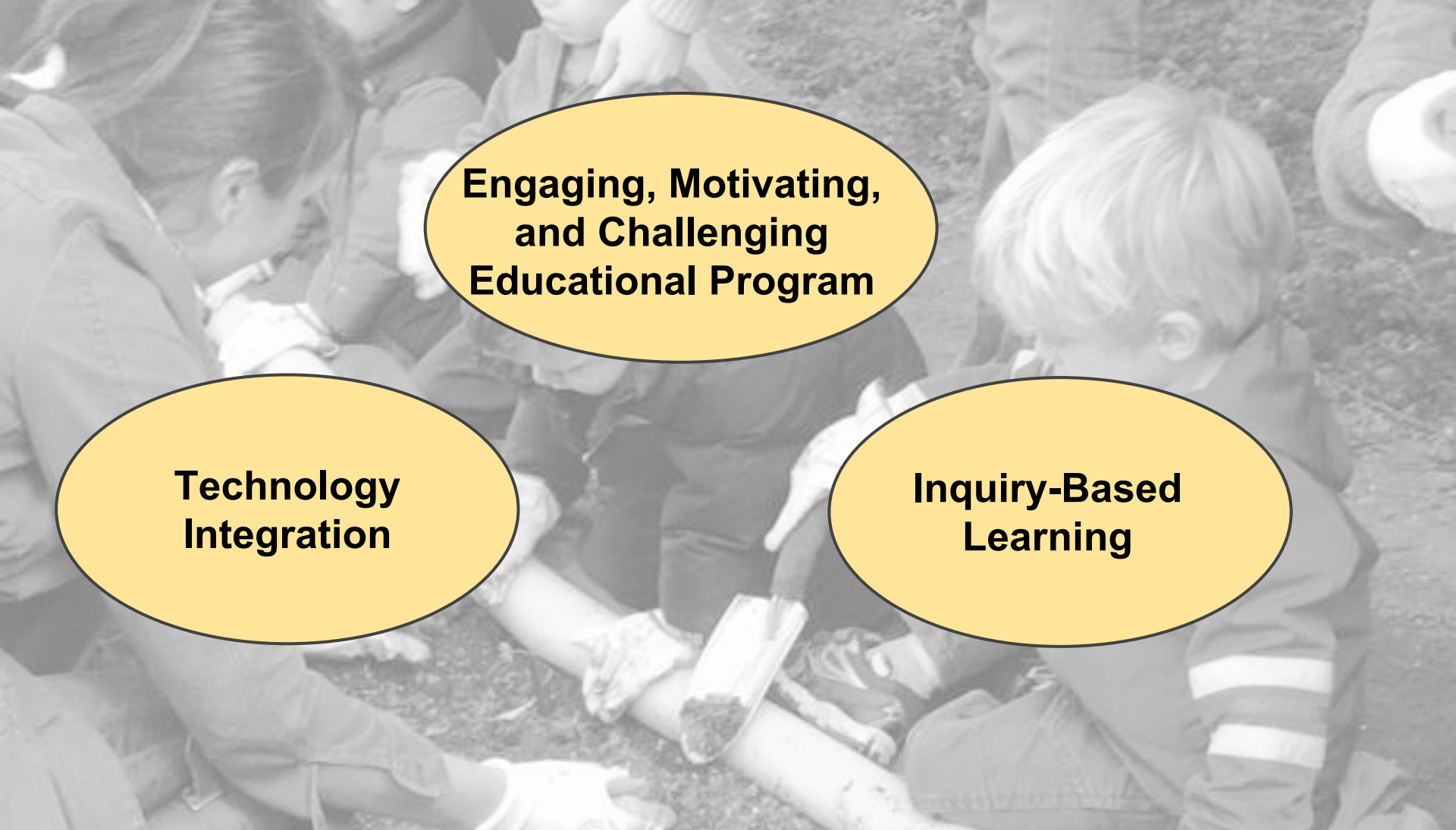
Facilities & Finances



Strategic Objective 1

**Develop Students Who Master the 4Cs:
Communication, Collaboration,
Creativity, and Critical Thinking**





**Engaging, Motivating,
and Challenging
Educational Program**

**Technology
Integration**

**Inquiry-Based
Learning**

Student Learning Strategies: Strategic Objective 1

Strategic Objective 1 Year-End

- **Launched Middle School Program Review**
 - **Partnered with AMLE**
 - **Conducted a ThoughtExchange**
 - **Scheduling Subcommittee**
- **Inquiry-Based Learning Unit Design (Cohort 3)**
 - **Science**
 - **ELA**
 - **Math**

Strategic Objective 1 Year-End

Human Impact on Animals		1st	Field
Toy Design Unit folder	Communities Volcanoes Change the Land	2nd	Carpenter, Franklin/Roosevelt
Take Flight	Chicago Neighborhood Playground Design Challenge	3rd/ 4th	Franklin Carpenter
Campaign Websites Adaptation	Alive, Survive, Thrive!	4th	Roosevelt, Franklin
Why Freedom Matters Was the Revolutionary War Avoidable? Ecosystems	Digital Citizenship Project Fitness Warm-Up A Glance at Leccion Preliminar Tiger Pride Challenge	5th	Washington, Carpenter, Roosevelt, Field, Elementary FLES
Blasting the Stereotypes Interior Design Challenge The Black Death Park Ridge House Hunters	Now Incorporating 3D Printing Character Culture The Perfect Athlete	6th	Lincoln, Emerson
Coming to America		7th	Emerson
Math & Manufacturing Vietnam	Will History Repeat Itself? Civil Rights	7th/ 8th	Lincoln
Health		8th	Lincoln, Emerson



Strategic Objective 2

**Provide a Rigorous
Education for All Students**





**High-Impact
Instruction**

**Aligned,
Articulated
Curriculum**

**Standards-Based
Reporting**

Essential Processes Strategies: Strategic Objective 2

Strategic Objective 2 Year-End

- **Continued Common Assessment Design in all subject areas/departments**
- **K-8 ELA Reading Resource Implementation based on Reading Workshop; K-1 Word Study recommendation; full implementation of K-5 Reading Records; K-5 Writing Workshop recommendation**
- **Implementation of NGSS-aligned Middle School Science modules**
- **Middle School Social Studies Resource Review**

Strategic Objective 2 Year-End


- Clarified focus for Standards-Based Reporting for 2018-19 (*District 64 Grading Challenge*)
- Implementation of PowerSchool Unified Classroom Assessment



Strategic Objective 3

**Differentiate to Meet the
Academic & Social/Emotional
Health Needs of All Students**





**High Quality
Tier 2 and Tier 3
Intervention**

**Data-Driven
Decision Making**

Competency Strategies: Strategic Objective 3

Strategic Objective 3 Year-End

- Second Step scope & sequence implemented at all grade levels K-8 (Tier 1)
- Exploration of community building resources K-5 (Caring School Classroom) and 6-8 (Restorative Practices, potential for Advisory in schedule; SEL Focus Group; parent education)
- Co-taught ELA (Reading) and Math available to all students with instructional needs
- Implementation of PowerSchool Unified Classroom Insights

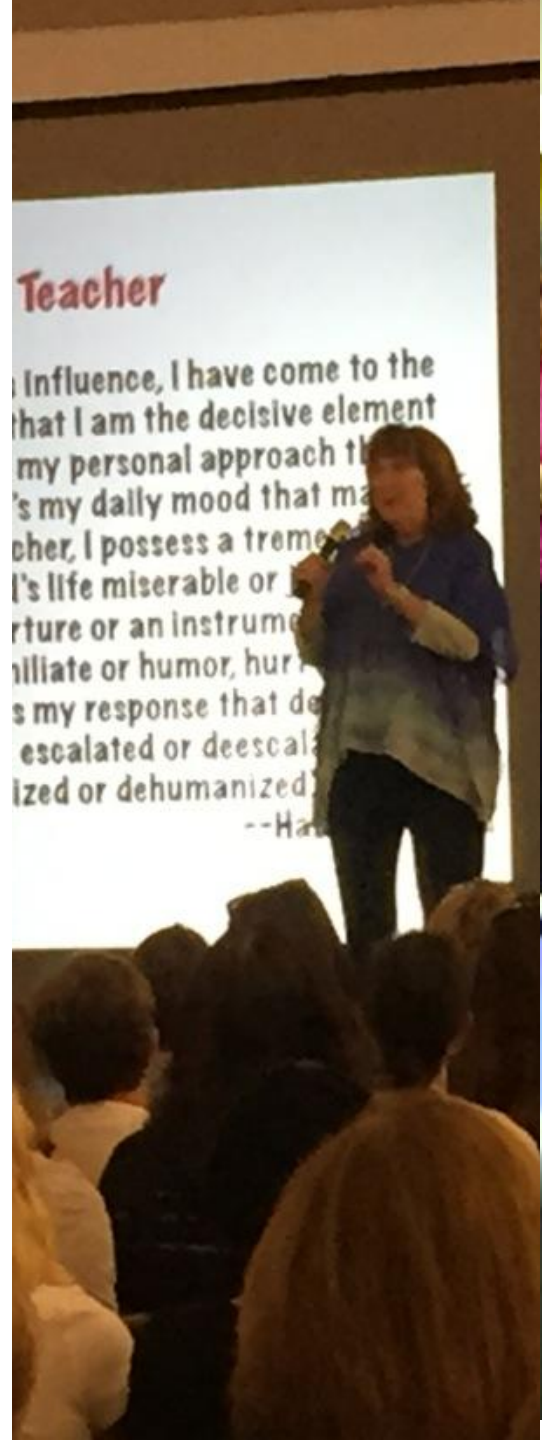
Strategic Objective 4


**Foster Effective Communities
of Practice through
Professional Development &
Staff Support**

Teacher

Influence, I have come to the
that I am the decisive element
my personal approach th
's my daily mood that ma
cher, I possess a trem
l's life miserable or
rture or an instrume
illiate or humor, hur
s my response that de
escalated or deescal
ized or dehumanized

--Har





**Collaboration
and Teaming
for Continuous
Improvement**

**Professional
Communities of
Practice**

**Differentiated
Professional
Development**

**Professional Learning & Growth Strategies:
Strategic Objective 4**

Strategic Objective 4 Year-End

- Engagement Workshop hosted by Marzano Labs
- Continued Co-teaching expansion and support
- Completed Assessment Design training
- Continued work of Strategic Data Teams
- K-8 ELA support for implementation of Reading Workshop



Strategic Objective 5

**Provide Safe and Secure
Learning Spaces to Support
21st Century Learners**





**Master Facilities
Plan**

**Life Safety and
Universal Access**

**Environmental
Health**

Learning Environment Strategies: Strategic Objective 5

Strategic Objective 5 Year-End

- Updated MFP/Health Life Safety five-year projects plan and timeline
- Summer 2018 projects identified, construction bid documents prepared, bids awarded
- Carpenter HVAC retrofit
- Completed water testing beyond requirements
- Building crisis team trainings/off-site location drills



Strategic Objective 6

**Maintain Fiscal Responsibility
that Reflects a Commitment to
Student Learning and a Rich
Variety of Programs and
Services**



**Financial
Stewardship**

**Fund Balance
Policy**

**Finance Priority
Projects**

**Finance Priority
Programs**

**Plan for Future
Challenges**

**Parent and
Community
Education**

Financial Strategies: Strategic Objective 6

Strategic Objective 6 Year-End

- Repayment of \$9.25M debt certificates through Operating Funds, made possible by savings from PREA contract
- Financing framework in place to fund up to \$20M in Working Cash Bonds to fund capital projects
- First Support Staff Council CBA ratified
- Community presentation on Local Property Taxes (with League of Women Voters, AAUW)
- Adopted FY18 Budget and Tax Levy
- Updated Financial Projections and Enrollment Forecasts

Other Initiatives Year-End

(not identified as part of the Strategic Plan)

- **Hot Lunch program extended to all elementary schools**
- **Developed draft Intergovernmental Agreements for middle school pilot SRO Program**
- **Superintendent 2017-18 Social Emotional Learning Focus Group**
- **Special Education Parent Support Group, PT3, SPED audit, Student Services Director, Assistant Director and Coordinator search**
- **Added Assistant Principals at CA and FR**

Looking Ahead 2018-19 Focus

Looking Ahead 2018-19 Focus

<p>STRATEGIC OBJECTIVE 1: Develop Students Who Master the 4 Cs -</p>	<p>STRATEGIC OBJECTIVE 2: Provide a Rigorous Education for All Students</p>
<ul style="list-style-type: none"> ● Pilot one inquiry-based learning unit at each grade level K-8, including use of 4Cs Rubric ● Middle School Program Review Year 2 and finalize scheduling changes 	<ul style="list-style-type: none"> ● Develop standards-based reporting criteria in subject areas that are ready ● Design rubric for reporting “behavior/readiness” skill levels & Homework Study Team
<p>STRATEGIC OBJECTIVE 3: Differentiate to Meet the Academic and Social/Emotional Health Needs of All Students</p>	<p>STRATEGIC OBJECTIVE 4: Foster Effective Communities of Practice Through Professional Development/Staff Support (All Staff Professional Development)</p>
<ul style="list-style-type: none"> ● Common Benchmarking in SEL ● Comprehensive Tier 2 & 3 SEL ● Restorative practices ● Full implementation of PowerSchool Unified Assessments & Insights (student data-informed performance profiles) 	<ul style="list-style-type: none"> ● Finalize SEL Tier 1 at school-level; launch SEL Tier I at classroom level ● K-8: Introduce Restorative Practices ● ELA Reading Workshop, ELA Writing Workshop (speedboats) ● Launch Grading Challenge; Spring 2018: Develop Grading Policy ● Targeted Instruction ● Certified Staff Evaluation Training

Looking Ahead 2018-19 Focus

<p>STRATEGIC OBJECTIVE 5: Provide Safe & Secure Learning Spaces to Support 21st Century Learners</p>	<p>STRATEGIC OBJECTIVE 6: Maintain Fiscal Responsibility that Reflects a Commitment to Student Learning and a Rich Variety of Programs and Services</p>
<ul style="list-style-type: none"> ● Develop building scenarios for <i>potential</i> Full Day Kindergarten with associated budgetary impact ● Retrofit Carpenter HVAC ● Identify 2019 summer projects, bid and award contracts including secure vestibules at remaining buildings ● Identify and implement additional crisis training for all staff 	<ul style="list-style-type: none"> ● Full-day Kindergarten funding scenarios ● Possible Full-day Kindergarten review ● Issuance of \$10M in Working Cash Bonds for Summer 2019 Construction. Remaining issuance in in 2020 ● <i>Potential</i> Boundary Study ● Implementation of Every Student Succeeds Act (ESSA) ● Continue to push off a rate increase referendum

Other Initiatives 2018-19 Focus

(not identified as part of the Strategic Plan)

- **Special Education Audit Analysis and Prioritization of Continuous Improvement efforts**
- **On-boarding of new Director of Student Services, Assistant Director of Student Services, three Assistant Principals, and two Special Education Coordinators**
- **Potential SRO launch at Lincoln and Emerson Middle Schools**

“

*If you don't know where
you are heading...
any road will get you
there.*

Scorecard Year-End



Strategic Objective One							
Develop Students Who Master the 4 C's – Communication, Collaboration, Creativity, and Critical Thinking							
Strategies & Measures	Baseline 2015	2015-16	2016-17	2017-18	2018-19	2019-20	Target 2020
STRATEGY A. Engaging, Motivating, and Challenging Educational Program							
Learning Walks (non-evaluative) – levels of student engagement (Baseline data 2017-18)				Baseline Oct 2017			100%
Spring PARCC achievement in Reading	57%	59%	58%				100%
Spring/Spring analysis of MAP achievement to high-performing benchmark districts in Reading (VCG = Virtual Comparison Group)	VCG .0	VCG .0	VCG .0				±.5 > VCG
Spring PARCC achievement in Math	50%	58%	57%				100%
Spring/Spring analysis of MAP achievement to high-performing benchmark districts in Math (VCG = Virtual Comparison Group)	VCG .0	±.1 > VCG	±.1 > VCG				±.5 > VCG
Student mastery of increasingly rigorous targets set for Educational Ends assessments (Referred as local common assessments)							
District 207 high school performance portfolio				Baseline			
STRATEGY B. Inquiry-Based Learning							
Minimum of 2 inquiry-based learning units at each grade level (K-8)			Cohort I (9)				18
Student performance rubric for the 4 C's: communication, collaboration, creativity and critical thinking (Moved to Align with Mastery Learning)					Tentative Baseline		
STRATEGY C. Technology Integration							
Learning Walks (non-evaluative) – level of implementation				Baseline			100%
Teacher self-reporting on Right Bytes questionnaire – Classroom Domain	Emergent	Proficient	Proficient/Advanced				Exemplary
Grades 3-8 students self-reporting on Right Bytes questionnaire – Classroom Domain	Proficient	Proficient	Proficient				Exemplary
Survey to parents re: 1:1 Chromebook initiative	UNDER DEVELOPMENT			Baseline			
Strategic Objective Two							
Provide a Rigorous Education for All Students							
Strategies & Measures	Baseline 2015	2015-16	2016-17	2017-18	2018-19	2019-20	Target 2020
STRATEGY A. Aligned, Articulated Curriculum							
% of Curriculum maps for each Core, Encore, and Elective Course		7/21	10/21				21/21
% of documented and online unit plans that include common formative and summative assessments		0%	0%				100%
Learning Walks (non-evaluative) to determine student understanding of learning outcomes/goals (Clear Targets/Mastery)	74%/38%	95%/32%	59%/16%				100%/100%
STRATEGY B. High-Impact Instruction							
Learning Walks (non-evaluative) – levels of student engagement (Baseline data 2016-17)				Baseline Oct 2017			100%
Spring PARCC achievement in Reading	57%	59%	56%				100%
Spring/Spring analysis of MAP achievement to high-performing benchmark districts in Reading (VCG = Virtual Comparison Group)	VCG .0	VCG .0	VCG .0				±.5 > VCG
Spring PARCC achievement in Math	50%	58%	57%				100%
Spring/Spring analysis of MAP achievement to high-performing benchmark districts in Math (VCG = Virtual Comparison Group)	VCG .0	±.1 > VCG	±.1 > VCG				±.5 > VCG
Student mastery of increasingly rigorous targets set for common assessments	N/A	N/A	N/A				100%
Social-Emotional Learning (SEL) Goals	UNDER DEVELOPMENT			Develop			100%
SEssentials (5E) survey for students (grades 6-8) – Ambitious Instruction	More (66%)	N/A	More (61%)	NA		N/A	Most (80-100%)
SEssentials (5E) survey for students (grades 6-8) – Academic Expectations	More (67%)	N/A	Most (85%)	NA		NA	Most (80-100%)
STRATEGY C. Standards-Based Reporting							
Stakeholder satisfaction survey to determine effectiveness of standards-based reporting					Baseline		
Parent University exit slips				Baseline			
Clear targets and current performance posted to website dashboard annually (MAP, PARCC, subgroup performance, Educational Ends)		1/5	2/5				5/5



202  **VISION**
DISTRICT 64 STRATEGIC PLAN

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: July 9, 2018
Re: Approval of Administrative Salary Increases

At the June 25, 2018 meeting, the Board approved salary increases for exempt staff in three categories, aligned with those provided to PREA members, PRTAA members or an average/hybrid of the two union groups.

Also at that meeting, administration presented a proposal to cover the final group of 17 administrators who will be included in this consideration of salary adjustments. Note that seven administrators who were hired for the 2018-19 school year at a specific salary are not considered for an increase.

Currently, our building principals are evaluated based on a methodology required by the Illinois State Board of Education (ISBE). Our central office administrators do not have a prescribed rubric that is used for their evaluation. In conjunction with the development of rubrics for certain groups within our exempt staff, administration will be working to develop rubrics for the central office leadership team.

Based on percentage increases provided to our three unions and exempt staff as well as information gathered from other districts that we benchmark against, administration recommended a total increase of a not to exceed dollar value of \$73,573. This represents an average 3.47% increase for the 17 administrators eligible for a raise this year and links them to the PREA average raise.

ACTION ITEM 18-07-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve a not to exceed dollar value of \$73,573 for administrative raises.

Moved by _____ Seconded by _____ -

The votes were cast as follows:

AYES:

NAYS:

PRESENT:

ASSENT:

7/9/18

Approval of Recommended Personnel Report

ACTION ITEM 18-07-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report, noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

7/9/18

Personnel Report
July 9 2018

Alyssa LaTragna	Employ as General Education Music Teacher at Lincoln School effective August 16, 2018 – BA, Step 1 - \$51,101.
Caterina Randazzo	Employ as 7 th grade Language Arts Teacher at Lincoln School effective August 16, 2018 – MA, Step 1 - \$58,777.
Nicole Wnek	Employ as 6 th grade Science/Social Studies Teacher at Emerson School effective August 16, 2018 – BA, Step 1 - \$51,101.
Ivona Wypych	Employ as District English Language Teacher effective August 16, 2018 – MA, Step 1 - \$58,777.
Minh Thu Nguyen	Change of Assignment from Special Education Teaching Assistant at Emerson School to 6 th Grade Language Arts Teacher at Emerson School – MA, Step 1- \$58,777.
Kia London	Rehire as .75 Spanish Teacher at Emerson School effective August 16, 2018 – MA, Step 2 – \$44,801.25.
Brittany Pater	Rehire as .51 PE Teacher at Washington School effective August 16, 2018 – BA, Step 3 - \$27,043.77.
George Ludkowski	Retire as Jefferson Night Custodian effective August 13, 2018.

Consent Agenda

ACTION ITEM 18-07-5

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of July 9, 2018 which includes Bills, Payroll and Benefits, and Approval of Seventh Amendment to Lease and License Agreement by and between Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois and Child Care with Confidence, Inc.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

7/9/18

This Report Can be Viewed on the

[Financial Data Current](#)

SEVENTH AMENDMENT TO LEASE AND LICENSE AGREEMENT BY AND BETWEEN PARK RIDGE-NILES COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64, COOK COUNTY, ILLINOIS AND CHILD CARE WITH CONFIDENCE, INC.

THIS SEVENTH AMENDMENT (the "Amendment") is to that certain Lease and License Agreement dated as of July 1, 2011 (the "Lease") by and between the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois ("Landlord") and Child Care with Confidence, Inc., an Illinois not-for-profit corporation ("Tenant").

WHEREAS, the parties intend by this Amendment to amend the Lease as herein provided and otherwise desire to confirm and ratify the Lease.

NOW THEREFORE, in consideration of the mutual covenants contained herein and in consideration of the rents, covenants and agreements on the part of Landlord and Tenant to be observed and performed, Landlord and Tenant hereby agree as follows:

1. The Lease Term is extended for a one (1) year period commencing on July 1, 2018 and terminating on June 30, 2019. Landlord and Tenant may meet and confer prior to the expiration of the Lease Term to discuss a further renewal and extension of the Lease Term upon such terms and conditions as are mutually agreeable to the parties. In the absence of such an agreement to further renew and extend the Lease Term, however, the Lease shall terminate on June 30, 2019.
2. Tenant agrees to pay Landlord a rental amount of Thirty-Two Thousand Two-Hundred Seventy-Seven Dollars (\$32,277) per year for its use of the Leased Space and the Licensed Space for the Lease Term.
3. As amended hereby, the Lease is in full force and effect and hereby ratified.
4. In the event of any conflict between the terms of this Amendment and the Lease, as it existed prior to this Amendment, the terms of this Amendment shall control.
5. Any capitalized term used herein but not defined herein shall have the meaning specified in the Lease.

6. Each individual signing this Amendment represents and warrants that such person is authorized to execute the Amendment and that the Amendment shall be binding on the Landlord or Tenant, as the case shall be.

7. This Amendment shall be effective upon, and deemed dated on, the date executed by the latter to sign of Landlord or Tenant.

LANDLORD:

TENANT:

BOARD OF EDUCATION, PARK RIDGE-NILES COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64, Cook County, Illinois,

CHILD CARE WITH CONFIDENCE, INC., an Illinois not-for-profit corporation,

By: _____
President

By: _____
President

Attest: _____
Secretary

Dated: _____, 2018

Dated: _____, 2018

Address:
Superintendent
Park Ridge-Niles Comm. Cons. School
District No. 64
164 S. Prospect Ave.
Park Ridge, IL 60068

Address:
Ms. Sharon Millon
Child Care with Confidence, Inc.
8200 Greendale Ave.
Niles, IL 60714

Approval of Minutes

ACTION ITEM 18-07-6

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Session Meeting on June 25, 2018; Special Board Meetings on June 14, 2018 and June 11, 2018; and Committee of the Whole: Budget on June 11, 2018.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting
held at 6:00 p.m. on June 14, 2018
Jefferson School - Multipurpose Room
8200 N. Greendale Avenue, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:02 p.m. Other Board members in attendance were Fred Sanchez, Larry Ryles, Rick Biagi, Tom Sotos and Eastman Tiu. Board member Eggemann arrived immediately after the Pledge of Allegiance. Also present were Superintendent Laurie Heinz; Assistant Superintendent for Student Learning Lori Lopez; Public Information Coordinator Bernadette Tramm; Board legal counsel Tony Loizzi of Hodges Lozzi; and about 35 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>. The agenda and all reports for this meeting are also available on the website, or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

PLEDGE OF ALLEGIANCE

Board member Larry Ryles led the Pledge.

PUBLIC COMMENTS

The Board agreed by consensus to hear public comments following the agenda item.

**DISCUSSION SURROUNDING THE DRAFT SCHOOL RESOURCE OFFICER (SRO)
INTERGOVERNMENTAL AGREEMENTS (IGAs)**

Board President Borrelli noted that at the May 21, 2018 regular meeting, the Board had discussed a draft mission statement and the updated versions of the proposed IGAs with the City of Park Ridge and Village of Niles, and that the five Board members present had reached consensus unanimously to send the revised IGAs to the attorneys at the two municipalities to move the documents forward. He noted that subsequent to that meeting, three Board members had requested that a special meeting be conducted concerning the SRO topic. Based on this request, the action items are on hold with the municipalities until the Board could have further discussion tonight.

Upon the invitation of Board President Borrelli, Board members Tiu, Sanchez and Sotos shared their thoughts about why they had requested the special meeting. Following this review, Mr. Loizzi, the Board’s attorney, recommended that the Board determine its interest at this time in continuing with discussion of a pilot program. Board President Borrelli then informally polled the Board. Board

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

members shared their opinions; the consensus was that the majority of the Board want to continue this discussion.

Mr. Loizzi then reviewed the timeline of the SRO program, which began with the Board’s action to create an SRO pilot program at the August 28, 2017 regular meeting. He pointed out that time there have been nine meetings, including tonight’s special meeting, where the SRO program was on the agenda for discussion. He noted that one of the meetings in addition to tonight’s meeting had been solely for the discussion of the program, and that the Board had also received public comments on the SRO program at several other meetings not included in this tally. He then suggested the Board determine what further engagement with stakeholders the Board desired to have, and whether the Board would like to create a Memorandum of Understanding (MOU) that would reflect stakeholder input received over many months and lay out what the Board would like to accomplish with the program. He noted that an MOU could then be useful in aligning the final versions of the mission statement and the IGAs. Mr. Loizzi noted that the IGAs are contracts between District 64 and the City of Park Ridge and Village of Niles, which dictate how the school district and municipality interact with each other. In contrast, he pointed out that an MOU is for District 64’s benefit in clarifying for stakeholders the intent of the pilot program, and that there may be items in an MOU that would never be reflected in an IGA, because District 64 would not need the municipalities to agree to it.

Board members engaged in a lengthy discussion of the stakeholder input that has been received reaching back to summer 2017. It was noted that many such suggestions have been incorporated into the IGA and more recently, the mission statement, so that it may not be obvious to stakeholders where their concerns have been addressed. It was further pointed out that remaining concerns seem to have coalesced around particular themes, such as measurement of the program’s success, guidelines for interactions with special needs students, and the role of the SRO unrelated to student discipline, among others. Board President Borrelli then informally polled the Board about their interest in developing an MOU to better delineate guiding principles of the SRO pilot program for stakeholders. Board members shared their opinions; the unanimous consensus of the Board was to move forward to create an MOU.

The Board next turned to a discussion of how an MOU might be created, noting the various options available. Discussion quickly focused on the creation of a special committee of the Board, which is provided by Board Policy 2:150. It was confirmed that the committee would operate under the Open Meetings Act, and could consist of both Board members and appointed members. Board President Borrelli then informally polled the Board about their interest in establishing a Board committee to create an MOU. Board members further shared their opinions; the unanimous consensus of the Board was to create a new committee.

Upon guidance from Mr. Loizzi, an action item to formally establish a new Board committee will be placed as an action item on the agenda for the next meeting scheduled for June 25, 2018. The Board then

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

engaged in a preliminary discussion of potential members for the committee. It was agreed that the number of committee members would be kept smaller so it can meet and function effectively, but that many other stakeholders could be utilized as resources to provide expertise and guidance to the committee. Board members also expressed interest in creating a Board committee on special education to focus on that area. To provide a balance in viewpoints, Board member Sotos and Board Vice President Biagi agreed to be the Board representatives for the SRO Committee. Board member Ryles expressed interest in serving as a Board representative on a Board Special Education Committee. Board members then brainstormed on who should be appointed to serve on the SRO Committee, and who might best be utilized as a resource and/or as a liaison from an organization. Board President Borrelli invited Board members to submit to Dr. Heinz their recommendations as to who should serve on the committee, and who could be a resource. It was noted that Dr. Heinz also would be able to invite and publicize the opportunity to the community, following the Board's formal action expected on June 25.

PUBLIC COMMENT

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

- Tracy Fragassi, D64 alumna and parent, offered her favorable experience with SROs over many years as a D63 teacher, and urged the Board to implement the program.
- Debbie Lovett, D64 parent, addressed the Board about her hopes for an eventual SRO program.
- Janessa Nikols, D64 parent, expressed her concerns about the interaction of SROs with special needs students and other students who may not have been identified as special needs but may have other behavioral issues.
- Roisin Hamilton addressed the Board about the financial impact and liability of an SRO program.
- Ginger Pennington, D64 parent, addressed the Board about her continuing concerns, and emphasized that evidence-based research should drive the policy decision to create an SRO program.
- Carol Sales, D64 parent, provided an overview of various concerns that have been expressed about the SRO program around major categories.
- Rachel Nash, D64 parent, addressed the Board primarily on the issue of training of staff regarding the SRO role and program, as well as SRO training.
- Anita Winey, D64 parent, advocated primarily for the expansion of social emotional learning programs, and building the awareness of the community's role in preventing gun violence.
- Kristen Olson, D64 parent, addressed the Board about the proposed SRO's limited schedule in light of goals for the program.
- John Murphy, D64 parent from Niles, addressed the Board primarily about clearly delineating the SRO role as not related to student discipline.
- Greg Bublitz, D64 parent, addressed the Board primarily about legal risk and criminal action related to an SRO program.

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

- Miki Tesija, D64 parent, expressed concerns that the SRO program and special education program issues are being conflated.
- Alice Dobrinsky, D64 parent, presented a compilation of questions and concerns since the SRO program was initially approved.
- George Monical, former Emerson parent, addressed the Board primarily about restorative justice training for staff.

ADJOURNMENT TO CLOSED SESSION

At 8:25 p.m., it was moved by Board President Borrelli and seconded by Board member Tiu to adjourn to a closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal 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. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5 ILCS 120/2 (c)(1)], and not to return to open session thereafter.

The votes were cast as follows:

AYES: Sanchez, Ryles, Sotos, Borrelli, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

President

Secretary

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting
held at 6:15 p.m. on June 11, 2018
Jefferson School - Multipurpose Room
8200 N. Greendale Avenue, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 5:33 p.m. Other Board members in attendance were Fred Sanchez, Larry Ryles, Rick Biagi, and Eastman Tiu. Board members Mark Eggemann and Tom Sotos arrived during the closed session. Also present were Superintendent Laurie Heinz; Chief School Business Official Luann Kolstad; Assistant Superintendent for Human Resources Joel T. Martin; Public Information Coordinator Bernadette Tramm; and two 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>. The agenda and all reports for this meeting are also available on the website, or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

At 5:34 p.m., it was moved by Board President Borrelli and seconded by Board member Tiu to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal 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. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5 ILCS 120/2 (c)(1)]; and 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)].

The votes were cast as follows:

AYES: Sanchez, Ryles, Borrelli, Tiu

NAYS: Biagi

PRESENT: None.

ABSENT: Sotos, Eggemann

The motion carried.

The Board recessed from closed session at approximately 6:19 p.m. and immediately resumed the special meeting. In addition to those mentioned above, also present were: Assistant Superintendent for Student Learning Lori Lopez; Director of Innovation and Instructional Technology Mary Jane Warden; Director of Facility Management Ron DeGeorge; and approximately 40 members of the public.

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

The Board reached consensus to advance the July 16 regular meeting to July 9 due to scheduling conflicts.

PLEDGE OF ALLEGIANCE

Board member Larry Ryles led the Pledge.

PUBLIC COMMENTS

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

- Miki Tesija, D64 parent, addressed the Board concerning the creation of a special Board Committee on special education.
- Mark Martin, D64 parent, addressed the Board with his concerns regarding identification of students for special education services.

JUDITH L. SNOW AWARDS

Dr. Heinz introduced Elementary Learning Foundation (ELF) trustees Ellen Zywiciel and Kristen Quitno, who presented the four students selected to receive the Judith L. Snow Award for 2018. They reported that this year's winners are exemplary ethical leaders, and that each student knows her core values and has the courage to live them in all parts of her life in service to the common good. Each student is a principled ethical leader who leads with integrity, selflessness, dependability, caring, and fairness. They reported that the four Snow Award winners are all outstanding examples of ethical leaders in our middle schools. Board members and Dr. Heinz then personally congratulated the four students: Emerson Middle School - Mia Lee and Diane Tuebo; and Lincoln Middle School - Brianna Irizarry and Leila Tannous.

DISCUSSION ON 2018-19 ADMINISTRATIVE EXEMPT SALARIES

CSBO Kolstad reviewed the proposed raises for employees who are "exempt," and are not otherwise included in one of the unionized groups of teachers, teacher assistants, and support staff. She reported that the District is recommending that these approximately 30 staff members be divided into three categories, based on their job classifications and key tasks. Further, she noted that each category would then be aligned with raises being received by either teachers, teacher assistants, or a hybrid of the two. She confirmed that exempt employees receive only a raise, and do not also receive "lane" changes. CSBO Kolstad then explained the responsibilities of the employees in each category, and noted how they would align with a unionized employee group in the recommended raise amounts. CSBO Kolstad, Dr. Heinz, Dr. Martin, Director Warden, and Board members then discussed how exempt employees are evaluated and the many different rubrics used based on the wide array of jobs included. The consensus of the Board was favorable to the recommendation of aligning the raises to those of other employee groups going forward with an evaluation component to be added. Board President Borrelli noted the topic would be returned at an upcoming meeting.

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT
APPROVAL OF NEW DISTRICT RADIO SYSTEM

CSBO Kolstad reported that based on the Board’s direction at the April 23 regular meeting, she had obtained two additional quotes for a new District radio communication system. She noted that the radio system would fulfill another recommendation from the 2013 RETA security assessment, and that the new system would allow communication between all D64 buildings and also would provide the ability to talk to all radios at the same time. She confirmed that the system would replace walkie-talkies, and would provide the redundancy needed within schools for practical, day-to-day usage as well as offer a dependable system during times of emergency. CSBO Kolstad reported that local fire and police departments had highly recommended that D64 implement a redundant radio system for use during emergencies. She reviewed the new quotes received and compared them to the original quote in terms of cost, equipment, and warranty, among other points of difference. Based on this analysis, CSBO Kolstad recommended moving forward with the quote from Bearcom at a reduced price of \$131,515, which is currently included in the draft 2018-19 fiscal year budget to be discussed this evening. She also noted that the system is expected to be in place for the start of the new school year, so that training also can be completed. CSBO Kolstad, Dr. Heinz and Board members discussed the merits of the new quotes and the reduced quote from Bearcom. CSBO Kolstad reported that a conversation had been initiated with the Niles and Park Ridge police and fire so that D64’s radio system could be patched to both municipalities via a specific channel for emergencies.

ACTION ITEM 18-06-1

It was moved by Board member Tiu and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the recommended quote from Bearcom in the amount of \$131,515.

The votes were cast as follows:

AYES: Tiu, Eggemann, Borrelli, Sotos, Ryles, Sanchez

NAYS: Biagi

PRESENT: None.

ABSENT: None.

The motion carried.

RECOMMENDATION AND APPROVAL OF PERSONNEL REPORT

It was noted that the Board is relying upon the recommendation of the Superintendent and administration in their professional judgment as to the hiring of these individuals per Policy 2:130.

Laura Daehler - Correction – Employ as Summer School Nurse at Lincoln School effective June 5, 2018 (13 days) - \$1,894.57.

Mary Alice Gilgunn - Correction - Leave of Absence Request Personal Business Speech Language Pathologist at Field School effective August 16, 2018 – June 5, 2019.

Queta Karstens - Correction – Employ as Summer School Nurse at Lincoln School effective June 5, 2018 (10 days) - \$1,471.31.

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

Margaret Temari - Correction – Employ as Summer School K-3 Nurse at Washington School effective June 5, 2018 (17 days) - \$2,519.38.

Paula Yurkovic - Correction – Employ as Summer School Nurse at Jefferson School effective June 5, 2018 (28 days) - \$4071.31.

Kinga Adamczyk, Kailee Breslin, Marie Downey, Charlotte Graham and Jana Zagorscak - Employ as Summer School Teacher Assistants at Washington School effective June 5, 2018 (4 classes) - \$1,504.00.

Linda Adamowski and Kristin Pearson - Employ as Summer School Teacher Assistants at Lincoln School effective June 5, 2018 (4 classes) - \$1,504.00.

Juliana Bauer, Allison Chambers, Irene Frangos, Ann Martin and Angie Sakellaris - Employ as Summer School Special Education Teacher Assistants at Lincoln School effective June 5, 2018 (4 classes) - \$1,504.00.

Snezana Cenich, Lauren Grove and Crayton Shepherd - Employ as Summer School Special Education Teacher Assistants at Washington School effective June 5, 2018 (4 classes) - \$1,504.00.

Kimberly DuMars, Therese Gaffney, Amy Lynch and Allison Passaneau - Employ as Early Childhood Summer School Teacher Assistants at Jefferson School effective June 5, 2018 - \$1,504.00.

Laura Fanapour - Employ as Summer School Nurse at Lincoln School effective June 5, 2018 (1 day) - \$141.09.

Vasiliki Frake - Employ as K-8 ESY Summer School Principal at Lincoln and Washington Schools effective June 5 through June 29, 2018 - \$6,665.00.

Antonia Galan - Employ as District Special Education Coordinator effective July 26, 2018 - \$82,000.00.

Marie Greco - Employ as Summer School Special Education Teacher Assistant at Lincoln School effective June 5, 2018 - \$591.00.

Elizabeth Holbrook - Employ as Summer School Special Education Teacher at Lincoln School effective June 5, 2018 - \$2,547.00.

Brian Jacobi - Employ as Summer School Teacher at Lincoln School effective June 5, 2018 (2 classes) - \$997.00.

Nicholas Krentiras - Employ as Summer School Special Education Teacher Assistant at Lincoln School effective June 5, 2018 - \$913.00.

Ashley Lichter - Employ as Summer School Speech Pathologist at Jefferson School effective June 5, 2018 - \$3,936.00.

Reny Matthew - Employ as Summer School Nurse K-3 at Washington School effective June 5, 2018 (11 days) - \$1,551.94.

Melissa Moore - Employ as Summer School Special Education Teacher Assistant at Washington School effective June 5, 2018 - \$752.00.

Carol Rand - Employ as Summer School Teacher at Lincoln School effective June 5, 2018 (2 classes) - \$886.00.

Regina Shalzi - Employ as Administrative Assistant to the Superintendent effective July 9, 2018 at District 64 central office - \$82,500.

Jeanette Simenson - Employ as Summer School Teacher at Lincoln School effective June 5, 2018 (2 classes) - \$1,551.00.

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

Tina Smith - Employ as Summer School Nurse at Lincoln School effective June 5, 2018 (2 days) - \$282.17.

Lisa Zavacki - Employ as Summer School Special Education Teacher Assistant at Lincoln School effective June 5, 2018 - \$1,397.00.

Ashley Lichter - Recall as Speech Language Pathologist at Field School, effective August 16, 2018 – MA+36, Step 5 - \$72,928.00.

Sandra Blethen - Rehire as .5 C of C Curriculum Specialist and .5 C of C Teacher at Carpenter School effective August 16, 2018 – BA +24, Step 22 - \$83,664.00.

Carrie Carmichael - Rehire as Early Childhood teacher at Jefferson School effective August 16, 2018 – MA+24, Step 1 - \$64,509.00.

Jamie Zimniok - Rehire as .6 Instrumental Music Teacher at Lincoln, Roosevelt, and Washington Schools, effective August 16, 2018 – MA, Step 14 - \$46,468.80.

Vasiliki Frake - Resignation as Assistant Director of Student Services effective June 13, 2018.

Catherine Peuvion - Resignation as Social Worker at Washington School effective June 1, 2018.

Connie Espinosa - Resignation as Teacher Assistant at Franklin School effective June 1, 2018.

ACTION ITEM 18-06-2

It was moved by Board member Tiu and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report, including #1201 Honorable Dismissal of Teachers, noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

AYES: Sanchez, Ryles, Sotos, Borrelli, Eggemann, Tiu

NAYS: Biagi

PRESENT: None.

ABSENT: None.

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reported that the Worlds of Wonder summer program was underway, and that many professional development sessions for teachers were also in session to get ready for the new school year. She noted that District and building administrators had met for two days last week to debrief and plan for the new year. She reported that construction was underway across the District on the summer 2018 projects.

ADJOURNMENT TO COMMITTEE-OF-THE-WHOLE: BUDGET

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

At 7:18 p.m., it was moved by Board President Borrelli and seconded by Board member Eggemann to recess the special Board meeting, convene a Committee-of-the-Whole: Budget, and then return to closed session to continue discussion without returning to the open meeting.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Ryles, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

President

Secretary

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Committee-of-the-Whole: Budget
held on June 11, 2018 at 7:00 p.m.
Jefferson School - Multipurpose Room
8200 N. Greendale Avenue, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 7:26 p.m. Other Board members in attendance were Fred Sanchez, Larry Ryles, Tom Sotos, Rick Biagi, Mark Eggemann and Eastman Tiu. Also present were Superintendent Laurie Heinz; Chief School Business Official Luann Kolstad; Assistant Superintendent for Human Resources Joel T. Martin; Assistant Superintendent for Student Learning Lori Lopez; Director of Innovation and Instructional Technology Mary Jane Warden; Director of Facility Management Ron DeGeorge; Public Information Coordinator Bernadette Tramm; Assistant CSBO Brian Imhoff; and approximately 12 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>. The agenda and all reports for this meeting are also available on the website, or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

Board President Borrelli announced the purpose of the meeting was to review the tentative budget draft for fiscal year 2018-19.

Budget Review

CSBO Kolstad and Assistant CSBO Imhoff noted the first draft of the budget is a “working” budget, which means it will continue to be revised as new information is received. They reviewed the full budget and tax levy cycle from January through December, and focused on the current tasks to review the budget draft and adopt a tentative budget later in June, followed by a public hearing in August leading to adoption of a final budget on September 24, 2018. CSBO Kolstad and Assistant CSBO Imhoff then conducted a walk-through of the first draft to highlight the major drivers in the budget, sources of information that were used, items with variances, and also invited Board discussion on several key recommendations for Board consideration. Throughout this review, CSBO Kolstad, Assistant CSBO Imhoff, Dr. Heinz and other administrators provided clarifying information in response to a wide range of Board member questions about the budget in general and specific items in particular.

Regarding revenues, they noted that 85% of District 64 revenues are from the property tax levy. They noted that the CPI for 2017 levy is 2.1%, and that the 2017 levy extensions in this draft are estimates, but that the actual extensions were released today and would be included in an updated draft for the June 25, 2018 meeting. They noted that the portion of the levy extension for bonds would decrease by \$900,000 as one bond series was paid off in fiscal year 2017-18. They then reviewed the other revenue categories in turn, noting that interest income would rise due to better rates; student fees for Chromebooks would be recorded as revenue; and more revenue may be collected by the Extended Day Kindergarten (EDK) if the Board approves expansion later this evening. Focusing on state revenues,

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

they pointed out that although the state partially caught up its payments in 2017-18, state revenues would decrease \$300,000 as the shift to the Evidence Based Funding (EBF) model rolled some of the grants that the state was delinquent on into this EBF funding. On the federal level, they noted that the budget was held flat until the new grant awards are known. After reviewing revenues across all revenue sources, they noted that the 2018-19 revenue budget for the Operating Funds would total \$76.7 million, which is a 1% overall increase from the 2017-18 budget.

Turning to expenditures, CSBO Kolstad and Assistant CSBO Imhoff reviewed major categories beginning with salaries. They noted that increases for teachers, teacher assistants and support staff were negotiated through collective bargaining agreements, and that increases for exempt and administrative staff are estimated and will be finalized with the Board at a later date. They pointed out that placeholders are used for new staff being added for fiscal year 2018-19, including 11 teachers dictated by enrollment projections as approved by the Board in February/March as part of the staffing recommendations; they pointed out that these staff are not actually hired until students are actually fully registered and class sections have been verified. For special education, they pointed out the Board at the May 21, 2018 meeting had discussed personnel recommendations stemming from Interim Student Services Director Mike Padavic's 100-day review/audit and the independent audit from LMT Consulting. The budget draft now includes the addition of a coordinator, behavior interventionist, psychologist, and social worker at an estimated cost of \$304,000. Also included in this special education recommendation is one assistant principal for Emerson Middle School due to increasing enrollment to provide a third administrator for the building. They noted the Board had already separately approved the addition of one elementary assistant principal, so that Franklin and Carpenter could both have a full-time assistant administrator, rather than sharing one. The total for the two assistant principals is estimated at \$172,000. They pointed out that teacher retirements through the PREA contract would result in an estimated savings of \$600,000 in the budgeted expenditures for the salaries category. Board members, CSBO Kolstad, Dr. Heinz, Assistant Superintendent Martin and other administrators engaged in a lengthy discussion about the benefits of the recommended special education positions, and then focusing on the responsibilities to be undertaken by the third administrator and whether to provide a third administrator for Lincoln Middle School. The Board then unanimously agreed to proceed with the special education recommended new staffing so that the District can begin hiring for these positions including the third administrator at Emerson, and reached a majority consensus to defer adding an additional administrator for Lincoln at this time. CSBO Kolstad and Assistant CSBO Imhoff also reviewed the health insurance assumptions and the Board required share of retirement benefits for teachers and other employee groups.

Moving to Education Fund materials and services, they pointed out where investments in student learning were reflected in expenditures. Assistant Superintendent Lopez reviewed curriculum expenditures, including a wide range of items such as elementary English Language Arts adoptions for writing and phonics, updates to classroom libraries, the renewal of a multi-year subscription for elementary math, and for teacher training on social emotional learning, among other efforts. Technology Director Warden then provided details about technology expenditures, such as Chromebook and iPad refresh, and replacement of Smart boards with projectors. Dr. Heinz joined them in providing clarifying information to Board member questions about these areas.

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

CSBO Kolstad and Assistant CSBO Imhoff then turned to the proposed expansion of the Extended Day Kindergarten (EDK) program at Jefferson School from 50 students to 75, given the continuing, heavy demand for the program. They confirmed it is operated as a breakeven program. Principal Lisa Halverson joined them to describe how the program had filled in only two days this spring, and that over 40 students are on the waitlist. She shared the plan to hire three certified teachers in lieu of relying only on teacher assistants and the limited remodeling needed to create three distinct classrooms to provide three groups of 25 in the morning and afternoon. Roosevelt Principal Kevin Dwyer confirmed the ongoing, strong interest of parents in seeking all-day coverage for their kindergarten students. Following further discussion, the Board agreed unanimously to proceed with this recommendation to expand EDK.

Shifting to the facility related expenditures, CSBO Kolstad and Assistant CSBO Kolstad reviewed the budget for architect fees for summer projects, annual maintenance projects, and a proposed new radio system, among others. They proposed the replacement of Lincoln's sixth grade desks estimated at \$100,000, and pointed out that the Board could delay making a decision on this expenditure since furniture could be changed out at a break period during the school year. Regarding capital projects and debt service, they confirmed that the budget includes all summer 2018 construction projects, and that all remaining funds from the spring 2017 Debt Certificates and \$10 million of Working Cash transfers designated for capital projects would be spent in the 2018-19 fiscal year. They noted that debt payments would be made on the Series 2014 bonds and the 2017 Debt Certificates.

Summarizing, CSBO Kolstad and Assistant CSBO Imhoff reported that the first draft of the budget indicates that the Operating Funds as a whole show a projected deficit of \$1.5 million, but that many unknowns remain and that the budget has very conservative estimates built into it so that this deficit is expected to be reduced in future drafts. They invited Board members to call or email with further questions. They also noted that the \$500,000 contingency in the Education Fund has not been accessed in the last two years, which is a reflection of the zero-based budgeting approach and utilizing salary and benefits for each employee individually rather than estimating. CSBO Kolstad and Assistant CSBO Imhoff also recommended that the 11 staff members to be added based on enrollment should be reduced to four, as the current registrations do not reflect the need to open as many sections that were considered "bubbles" back in February. These are among the changes that will be reflected in the June 25, 2018 tentative budget, and will be clearly marked so the Board can recognize the modifications as each draft is prepared.

Public Comments

Board President Borrelli invited public comments on the budget, which were received as follows:

- Miki Tesija, D64 parent, addressed the Board with various questions related to line items in special education and other areas
- Tom Fisher, D64 parent, addressed the Board regarding the third administrator at the middle schools
- Carol Sales, D64 parent, addressed the Board concerning legal fees
- Grant Hoffman addressed the Board regarding training and professional development of staff

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

At 9:54 p.m., it was moved by Board President Borrelli and seconded by Board member Eggemann to adjourn the Committee-of-the-Whole and return to the closed session that had been recessed, not to return to the open meeting thereafter.

The votes were cast as follows:

AYES: Sanchez, Ryles, Sotos, Borrelli, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

President

Secretary

Inspire every child to



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

Regular Board Meeting Agenda
Monday, August 27, 2018
Roosevelt School – North Gym
1001 S. Fairview
Park Ridge, IL 60068

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

TIME

APPENDIX

- 6:45 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 6:45 p.m. **• Board Convenes to a Public Hearing on the 2018-19 Budget**
- 7:00 p.m. **• Board Adjourns from Public Hearing on the 2018-19 Budget and Resumes Regular Board Meeting**
- **Pledge of Allegiance and Welcome**
-- Dr. Kevin Dwyer, Principal Roosevelt Elementary School
 - **Student/Staff Recognition** A-1
-- Superintendent
 - **Emerson School PE Blue Ribbon Award** A-2
-- Superintendent
 - **Public Comments**
 - **District Institute Days & Opening Days Report** A-3
-- Superintendent
 - **End-of-Year FOIA Report** A-4
-- Superintendent
 - **Social Emotional Learning (SEL) Committee Update** A-5
-- Superintendent

- **Prioritization of SPED Audit Findings** A-6
-- Superintendent

- **Middle School Review Committee Update** A-7
-- Assistant Superintendent for Student Learning

- **Clear Batch/Residency Update** A-8
-- Chief School Business Official

- **Update on Quest Foods** A-9
-- Chief School Business Official

- **Adopt Resolution #1210 In Lieu of Healthcare Insurance Benefits** A-10
-- Chief School Business Official Action Item 18-08-1

- **Opening Enrollment and Staffing Report** A-11
-- Assistant Superintendent for Human Resources/
Chief School Business Official

- **First Reading of Policies from PRESS** A-12
-- Superintendent

- **Approval of Recommended Personnel Report** A-13
-- Board President Action Item 18-08-2

- **Consent Agenda** A-14
-- Board President Action Item 18-08-3
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending July 31, 2018
 - Approval of Resolution #XXX for Prevailing Wage
 - Destruction of Audio Closed Recordings (none)

- **Approval of Minutes** A-15 Action Item 17-08-4
-- Board President
 - Regular Board Meeting ----- July 9, 2018
 - Closed Session Meeting ----- July 9, 1028

- **Other Discussion and Items of Information** A-16
-- Superintendent
 - Upcoming Agendas
 - District Committee Update (Traffic Safety)
 - Memorandum of Information (none)
 - Minutes of Board Committees
 - Board Policy Committee Meeting July 19, 2018
 - Other
 - Update on Summer Construction
 - Discipline Data Report

- **Adjournment**

Next Meeting: **Monday, September 10, 2018**
Committee-of-the-Whole: Facilities – 7:00 p.m.
Jefferson School – Multipurpose Room
8200 N. Greendale Avenue
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.

DRAFT



Bernadette Tramm <btramm@d64.org>

Fwd: SmartProcure FOIA Request Park Ridge-Niles Community Consolidated School District No. 64 For PO/Vendor Information

Luann Kolstad <lkolstad@d64.org>
To: Bernadette Tramm <btramm@d64.org>

Thu, Jul 5, 2018 at 12:23 PM

Luann T. Kolstad, MS.Ed, CSBO
Chief School Business Official
Park Ridge Niles CCSD 64
[164 S. Prospect Avenue](#)
Park Ridge, IL 60068
847-318-4324
lkolstad@d64.org

FOIA # 2018-31

----- Forwarded message -----

From: <schichelli@smartprocure.com>

Date: Thu, Jun 21, 2018 at 4:18 AM

Subject: SmartProcure FOIA Request Park Ridge-Niles Community Consolidated School District No. 64 For PO/Vendor Information

To: <lkolstad@d64.org>

Dear Luann or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Park Ridge-Niles Community Consolidated School District No. 64 for any and all purchasing records from 2018-03-13 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email the information or use the following web link. There is no file size limitation:

<http://upload.smartprocure.com/?st=IL&org=ParkRidgenilesCommunityConsolidatedSchoolDistrictNo64>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Stephen Chichelli

Data Acquisition Team Lead

SmartProcure

Phone: 954-420-9900 Ext. 604

Email: schichelli@smartprocure.com

www.smartprocure.com

PARK RIDGE-NILES SCHOOL DISTRICT 64 FOIA #2018-32
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: 06/20/2018

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

Name of Requester: Tom Brown

Street Address: [REDACTED]

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

Telephone (Optional): [REDACTED] E-mail (Optional) [REDACTED]

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.

I am requesting a copy of all special needs private schools in D64's special needs school database. D64 typically releases this data 2 or 3 schools at a time to parents upon request, and asks parents to first eliminate these 2 or 3 schools before getting access to the next 2 or 3 schools. I am requesting this list of schools in its entirety in whatever format it exists, but preferably in an Excel or CSV file.

Do you want copies of the documents? YES or NO

--Do you want electronic copies or paper copies? Electronic

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

Is this request for a Commercial Purpose? ~~YES~~ or NO 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 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 _____