

Inspire every child to



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

Regular Board Meeting Agenda
Monday, November 13, 2017
Washington School –Gym
1500 Stewart Avenue
Park Ridge, IL 60068

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

TIME

APPENDIX

- 6:00 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 6:00 p.m. • **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)] 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)]
- 7:00 p.m. • **Board Adjourns from Closed Session and Resumes Regular Board Meeting**
- **Pledge of Allegiance and Welcome**
 - Mrs. Stephanie Daly, Principal Washington Elementary School
 - **School Board Members Appreciation Day** A-1
 - Superintendent/ Washington Students
 - **Public Comments**
 - **Tax Levy: Rescheduling of Public Hearing to December 11, 2017 and Continued Discussion of Cook County's Loss & Cost Factor** A-2
 - Chief School Business Official/James Levi from Hodges Loizzi

Regular Board Meeting – 7:00 p.m.
Jefferson School – Multipurpose Room
8200 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.



164 South Prospect Avenue • Park Ridge, IL 60068 • (847) 318-4300 • F (847) 318-4351 • d64.org

Upcoming Meetings and Topics
As of November 8, 2017

December 11, 2017 – Jefferson School – Multipurpose Room

Closed Meeting – 6:00 p.m.

Public Hearing on Tax Levy – 6:45 p.m. (*moved from the November 13, 2017 Board Meeting*)

Regular Board Meeting – 7:00 p.m.

- Musical Prelude
- Pledge of Allegiance
- Adoption of Final 2017 Tax Levy Resolution #1193 and Resolution #1194 for the Reduction of Certain Fund
- Discussion of Child Care with Confidence Lease/Jefferson Space
- Present Tentative Calendar for 2018-19 school year and Tentative Calendar for 2019-20
- Report and Acceptance of Annual Audit FY17
- First Reading of Policies
- Approval of Recommended Personnel Report
- Approval of Financial Update for the Period Ending November 30, 2017 (consent)
- Resolution #1195 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the January 22, 2018 Regular Board of Education Meeting (consent)
- 2017 District 64 Employee Campaign for Park Ridge Community Fund (memo of information)
- Triple I Conference

January 22, 2018 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

- Pledge of Allegiance
- Adoption of Resolution # Directs the Chief School Business Official Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2018-19 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105ILCS 5/17-1
- Next Steps Facilities Financial Framework
- Discussion on Enrollment at Emerson and Lincoln Schools
- Enrollment Projections for 2018-19 School Year and Discussion on Staffing 2018-19
- Discussion on Student Fees
- Approval of Emerson/Franklin Roofing Replacement Bid
- Approval of Emerson/Jefferson Paving Bid
- Approval of Lincoln/Franklin Tuck Pointing Bid
- Approval of Roosevelt – Plumbing Replacement
- Recommendation and Approval of Personnel Report
- Adopt 2018-19 Tentative Calendar and 2019-20 Tentative Calendar (consent)
- Second Reading and Approval of Policies (consent)
- Approval of Financial Update for the Period Ending December 31, 2017
- Review of Audio Closed Minutes
- Discipline Data Report

February 5, 2018 – Jefferson School – Multipurpose Room

Committee-of-the-Whole: Finance – 7:00 p.m.

Special Board Meeting – 8:00 p.m.

- Approval of Roosevelt – Corridor Flooring Replacement Bid
- Approval of Lincoln School Mechanical Equipment Rep. Bid

February 26, 2018 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

- Pledge of Allegiance and Welcome – Mrs. Lisa Halverson, Principal Jefferson School
- Recommendation and Approval of Personnel Report
- Approval of Financial Update for the Period Ending January 31, 2018
- Mid-Year Update on 2020 Vision Strategic Plan Year 3 Implementation
- Superintendent Evaluation Mid-Year Update
- Review Enrollment Projections 2018-19
- Begin Discussion on 2018-19 Administrative Salaries
- Approval of ESC Entry Stair and ADA Ramp Bid
- Approval of Carpenter School LRC Remodeling Bid
- Approval of Roosevelt – HLS Classroom/Office Bid
- Approval of 2018 Sealcoating Multiple Schools Bid
- Recommendation and Approval of Personnel Report
- Approval of Financial Update for the Period Ending February 28, 2018

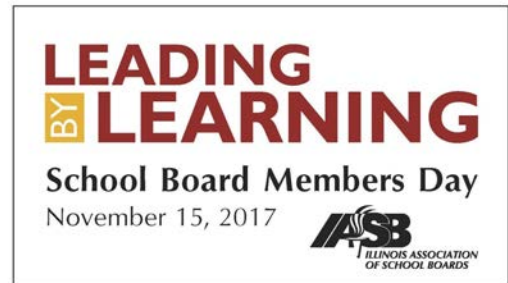
Future Meeting Topics

- SEL Year 1 Update (March or April 2018)
- Acceptance of Bids for Summer 2018 Projects (TBD)
- Recommendation and Approval of Personnel Report (3/12/18)
- Approval of Financial Update for the Period Ending February 28, 2018 (3/12/18-consent)
- Recommendation and Approval of Personnel Report (4/23/18)
- Approval of Financial Update for the Period Ending March 31, 2018 (4/23/18-consent)
- Recommendation for Regular Education Transportation (Spring 2018)
- Discussion on School Resource Officers Future Years (5/21/18)
- Recommendation and Approval of Personnel Report (5/21/18)
- Approval of Financial Update for the Period Ending April 30, 2018 (5/21/18-consent)
- Recommendation and Approval of Personnel Report (6/25/18)
- Approval of Financial Update for the Period Ending May 31, 2018 (6/25/18-consent)
- Superintendent End-of-Year Evaluation (May/June 2018)
- Discipline Data Report (6/25/18)
- Follow-up Discussion on Emerson Lighting Proposal
- Resolution to Adopt Disclosure Compliance Policy
- Wellness Policy (memo)
- Update and Approval of Intergovernmental Agreement for School Resource Officers

The above are subject to change.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: November 13, 2017
Re: School Board Members Appreciation Day

District 64 is joining with other Illinois districts to thank you -- the members of our Board of Education -- for your contributions to public education. This year's statewide theme – *Leading by Learning* – highlights board members' leadership in making decisions as the elected representatives of Park Ridge-Niles residents to ensure opportunities for local students to learn and succeed during their years in District 64 and as they advance to high school and beyond.



Sponsored by the Illinois Association of School Boards, School Board Members Day is being celebrated for the ninth year across Illinois on November 15. It has been proclaimed as a special opportunity set aside to thank the almost 6,000 board members serving in 863 school districts for providing local, grassroots governance.

District 64 is honoring the seven members of our Board at the regular meeting on Monday, November 13. Washington School students will have the opportunity this year of presenting certificates of appreciation to the Board. Our Board includes: Anthony Borrelli, President; Rick Biagi, Vice President; Tom Sotos, Secretary; and members Mark Eggemann, Larry Ryles, Fred Sanchez and Eastman Tiu.

District 64 encourages all local residents to take this once-a-year opportunity to thank these seven community volunteers for their oversight of the education of almost 4,500 students supported by the work of over 600 staff members.

Contact Board members via email through the Board menu of the District 64 website: www.d64.org. A roster of former Board members back to 1968 also is available.

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official
James Levi, Attorney, Hodges, Loizzi, Eisenhammer, Rodick & Kohn LLP

Date: November 13, 2017

Re: Tax Levy: Rescheduling of Public Hearing to December 11, 2017 and Continued Discussion of Cook County's Loss & Cost Factor

Rescheduling of Tax Levy Hearing

Due to a timing issue with publication of the public notice, the Public Hearing on the Tax Levy is rescheduled for Monday, December 11, 2017 at Jefferson School, 8200 Greendale Avenue, Niles, IL 60714 at 6:45 p.m. The public notice will appear in the Park Ridge Advocate and the Niles Spectator on Thursday, November 30, 2017, per the guidelines outlined within the Resolution the Board adopted at the October 23, 2017 regular Board of Education meeting (Attachment 1). Administration has also posted the notice on the District 64 website. The guidelines are as follows:

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

Discussion of Cook County's Loss & Cost Factor

At the October 23, 2017 regular Board of Education meeting, administration explained the Cook County Loss & Cost factor to the Board. The Board's legal counsel, Mr. James Levi, will be present to provide further background for the Board's continuing discussion of this topic. Attached is a resolution the Board may consider adopting asking the County Clerk to exclude the Loss in Collection factor for all Operating Funds and the Debt Service Fund (Attachment 2). This resolution would be approved at the December 11, 2017 Board of Education meeting.

**NOTICE OF PROPOSED PROPERTY TAX INCREASE FOR
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**

- I. A public hearing to approve a proposed property tax levy increase for Community Consolidated School District No. 64, Cook County, Illinois, for 2017 will be held on December 11, 2017 at 6:45 p.m. at Jefferson School, 8200 Greendale Ave, Niles, IL 60714. Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Luann Kolstad, Chief School Business Official, 164 S. Prospect Avenue, Park Ridge IL, (847) 318-4324.
- II. The corporate and special purpose property taxes extended or abated for 2016 were \$63,266,070.
The proposed corporate and special purpose property taxes to be levied for 2017 are \$66,400,000. This represents a 4.95% increase over the previous year.
- III. The property taxes extended for debt service and public building commission leases for 2016 were \$2,931,689.
The estimated property taxes to be levied for debt service and public building commission leases for 2017 are \$2,063,800. This represents a 29.60% decrease from the previous year.
- IV. The total property taxes extended or abated for 2016 were \$66,197,759.
The estimated total property taxes to be levied for 2017 are \$68,463,800. This represents a 3.42% increase over the previous year.

**RESOLUTION ABATING LOSS IN COLLECTION FACTOR
WITH RESPECT TO CERTAIN TAXES LEVIED BY THE BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64
FOR THE 2017 TAX YEAR**

WHEREAS, the Board of Education (“Board”) of Community Consolidated School District No. 64, Cook County, Illinois (the “School District”) will adopt its aggregate levy for the 2017 tax year no later than the last Tuesday in December 2017 and shall thereafter file said levy with the Cook County Clerk (“County Clerk”); and

WHEREAS, the County Clerk has regularly included a “loss in collection” factor in extending the School District’s annual levies in prior years, based on longstanding legal precedent establishing the appropriateness of the addition of a factor taking into account the past history of losses and deductions which have occurred in the collection of revenue for public bodies; and

WHEREAS, the Board desires to direct the County Clerk to exclude any “loss in collection” factor in extending the School District’s levies.

NOW, THEREFORE, Be It Hereby Resolved by the Board of Education of Community Consolidated School District No. 64, Cook County, Illinois, as follows:

Section 1: The County Clerk is hereby directed to exclude any “loss in collection” factor in extending the School District’s 2017 levies.

Section 2: The Secretary of the Board of Education, upon passage of this Resolution, shall cause a certified copy of this Resolution to be filed with the County Clerk, along with the Resolution authorizing the 2017 levy.

Section 3: All resolutions in conflict with this Resolution are hereby repealed, and this Resolution shall be in full force and effect upon its passage.

ADOPTED this 11th day of December 2017, by the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

By: _____
Anthony Borrelli
President, Board of Education

ATTEST:

By: _____
Athan “Tom” Sotos
Secretary, Board of Education

TO: District 64 Board of Education
Dr. Laurie Heinz, Superintendent

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

DATE: November 13, 2017

RE: Fall Student Achievement Update and Presentation of the Illinois School Report Card

This report provides the Board of Education and the community with information about District performance on the MAP assessment, the PARCC assessment, and the Illinois 5Essentials Survey. In addition, information will be shared about the 2017 Illinois School Report Card, the Every Student Succeeds Act (ESSA), and District 64's *2020 Vision* Strategic Plan Balanced Scorecard.

MAP Assessment

MAP Assessment At-A-Glance

Test Structure	<ul style="list-style-type: none"> ● Reading, Math, and Language Arts (8th grade fall only) ● Online ● Adaptive (test becomes more difficult as students answer questions correctly) ● Includes selected response items
Administration	<p><u>2nd-5th Grade:</u></p> <ul style="list-style-type: none"> ● All students take Reading and Math in fall, winter, and spring <p><u>6th-8th Grade:</u></p> <ul style="list-style-type: none"> ● All students take Reading and Math in fall and spring. Grade 8 students take Language Usage in the fall to support high school ELA placement (will be discontinued in fall 2018) ● At-risk students take Reading and Math MAP assessments in winter
Scoring	<ul style="list-style-type: none"> ● Students receive a "RIT" score ● Equal-interval scale that measures student progress from year to year ● Scores are analyzed based on achievement status and fall-to-spring growth

Results - National Norms

READING		MATH	
STATUS Percentile Rank for Mean Score		STATUS Percentile Rank for Mean Score	
2016	2017	2016	2017
93 <i>competitive</i>	93* <i>competitive</i>	88	90*
GROWTH Percentile Rank for Growth		GROWTH Percentile Rank for Growth	
2016	2017	2016	2017
55 <i>above average</i>	58* <i>above average</i>	68 <i>exceptional</i>	59* <i>above average</i>

*includes 2nd grade data

In reading and math, we have high *status* scores and above average growth. We attribute this to our District-wide focus on differentiation and the strength of our intervention strategies and programs, like co-teaching and K-8 Literacy. This year, we are piloting math interventions K-5. We have continued expanded middle school math intervention and K-5 math tutoring at schools qualifying for Title I funds.

MAP “Same Schools” Report

Growth is an important measure, especially for students who are performing significantly below the target and those who are performing significantly above it. When we review our percentile rank for growth using national norms, we are comparing our growth to schools across the nation. National norms may not be an appropriate benchmark for high-achieving districts like District 64. In our District, almost half of our students perform at the 70th percentile or above when looking through the lens of national norms. More than 20 percent of our students perform at the 90th percentile or better.

NWEA has provided us with a Same Schools Report so we can compare our student growth to the growth of students in districts that have *similar demographics*. We have established Strategic Plan goals related to this report. Our 2020 target is to outperform similar schools by .5 in Reading and .5 Math. Our 2016-17 target was to outperform these schools in each of these subjects by .2.

In Reading, we continue to have the same growth as schools with similar demographics. In Math, we continue to outperform similar schools by .1.

PARCC Assessment

PARCC Assessment At-A-Glance

Test Structure	<ul style="list-style-type: none"> ● English Language Arts (ELA) <ul style="list-style-type: none"> ○ Reading: literary text, informational text, and vocabulary ○ Writing: written expression and conventions ● Math <ul style="list-style-type: none"> ○ Major content ○ Additional/supporting content ○ Reasoning ○ Modeling/application ● Online ● Includes both selected response and constructed response items
Administration	<u>3rd-8th Grade:</u> <ul style="list-style-type: none"> ● All students take ELA and Math in the spring
Scoring	<p>An overall score of one of five “performance levels” is assigned to each student for both math and ELA.</p> <ul style="list-style-type: none"> ● 1: Did Not Meet Expectations ● 2: Partially Met Expectations ● 3: Approached Expectations ● 4: Met Expectations ● 5: Exceeded expectations

Proficiency on the PARCC Assessment

The table below explains what it means for a student to be proficient in each of the nine test strands.

PARCC Strand	What does “MET EXPECTATIONS” mean?
Literary Text - ELA	The student can read and analyze grade appropriate fiction, drama, and poetry.
Informational Text - ELA	The student can read and analyze grade appropriate nonfiction, including texts about history, science, art, and music.
Vocabulary - ELA	The student can use context to determine what words and phrases mean in grade-appropriate text.
Writing Expression - ELA	The student can compose well-developed, organized, and clear writing, using details from what was read.
Conventions - ELA	The student can compose writing using the rules of standard English, including those for grammar, spelling, and usage.

Major Content - Math	The student can solve problems using the major content taught at his/her grade level.
Additional/Supporting Content - Math	The student can solve problems using the additional/supporting content taught at his/her grade level.
Reasoning - Math	The student can create and justify logical mathematical solutions. The student can analyze and correct the reasoning of others.
Modeling/Application - Math	The student can solve real-world problems. The student represents and solves problems with symbols. The student also strategically uses appropriate tools.

2017 PARCC Performance

Below is the student achievement data reported on the November 2017 School Report Card:

	English Language Arts		Math	
	2016	2017	2016	2017
5- Exceeded Expectations	9%	9%	8%	10%
4 - Met Expectations	50%	49%	50%	47%
3- Approached Expectations	26%	25%	28%	28%
2 - Partially Met Expectations	10%	12%	11%	11%
1 - Did Not Meet Expectations	5%	6%	4%	3%
MEETS/EXCEEDS	59%	58%	58%	57%

Illinois 5Essentials Survey

The 5Essentials is a statewide survey of individual schools’ learning conditions and environment, completed by all sixth- through eighth-grade students and all prekindergarten through 12th grade teachers. Parents/guardians of students at all grade levels also are invited to participate.

The Illinois 5Essentials Survey measures five dimensions of school organizational culture: Effective Leaders, Collaborative Teachers, Involved Families, Supportive Environment, and Ambitious Instruction. Research shows that schools that are ranked strongly on three or more of

these dimensions are ten times more likely to improve student learning. The information included on the 2017 Report Card is from spring 2017. The survey, which is administered every other year, will be administered again in 2019.

5E data is reviewed by each school’s Quality Improvement Team and used to set goals. The table below provides a general overview of District 64’s performance as a whole; the strengths and opportunities listed are a composite and are not reflective of all eight schools.

5Essentials Survey: Summary of 2017-18 Results

Strengths	Opportunities for Growth
<ul style="list-style-type: none"> ● Teachers and parents are partners in improving student learning. ● Parents are active participants in their child’s schooling. ● Students demonstrate behaviors that lead to academic achievement <p>Middle school students report:</p> <ul style="list-style-type: none"> ● Teachers connect with students and support their learning. ● Students and teachers share a high level of mutual trust and respect. ● Students feel safe at school and traveling to/from school. ● Students have opportunities to build and apply knowledge in their math classes. ● Teachers expect students to do their best and meet academic demands. ● Students participate in classroom discussions that build their critical thinking skills. 	<ul style="list-style-type: none"> ● Focus on increasing the level of teacher-principal trust ● Improve progress-monitoring to ensure our school programs are consistent with student learning goals. ● Seek increased teacher feedback regarding the content of in-service programs. ● Provide more time during professional development for teachers to reflect on, try, and evaluate new ideas. ● Provide teachers with more opportunities to observe each other’s practice and work. <p>Middle school students report the need for:</p> <ul style="list-style-type: none"> ● Increased student opportunities to build and apply critical reading and writing skills.

Illinois School Report Card

The Illinois School Report Card is published annually by the Illinois State Board of Education at www.illinoisreportcard.com. Report cards share a wide range of information about student achievement, school/district environment, finances, students, teachers, and administrators. The report card includes a printable, one-page At-a-Glance Report and an interactive online report card that offers additional details and explanations of available information. As required by state law, our District and school reports cards are published to the District 64 website.

Every Student Succeeds Act (ESSA)

In 2015, the Every Student Succeeds Act (ESSA) was signed into law. ESSA reauthorizes the Elementary and Secondary Education Act, which has been revised several times since 1965. The most recent reauthorization prior to ESSA was called the No Child Left Behind Act (NCLB). ESSA takes effect now, with full implementation in 2018-19.

Beginning in 2018-19, ESSA requires schools to analyze “all student” and “subgroup data” to earn one of four ratings:

- Tier 1 - Exemplary School: A school that has no underperforming subgroups, a graduation rate of greater than 67 percent, and whose performance is in the top 10 percent of schools statewide.
- Tier 2 - Commendable School: A school that has no subgroups performing at or below the level of the “all students” group in the lowest 5 percent of Title I schools, a graduation rate greater than 67 percent, and whose performance is not in the top 10 percent of schools statewide.
- Tier 3 - Underperforming School: A school in which one or more subgroups is performing at or below the level of the “all students” group in the lowest 5 percent of Title I schools.
- Tier 4 - Lowest Performing School: A school that is in the lowest-performing 5 percent of Title I schools in Illinois.

Both academic and student success data will be considered when awarding a school rating. Academic indicators will comprise 75% of a school’s rating; student success indicators will comprise 25%.

Academic Indicators (75%):
<ul style="list-style-type: none">● Reading & Math Proficiency as measured by the PARCC / DLM: 20% (Beginning 2019-20: 15%)● Growth: 50%● EL Proficiency: 5%● Science: 0% (Beginning 2019-2020: 5%)
Student Success Indicators (25%)
<ul style="list-style-type: none">● Chronic Absenteeism: 20% (Beginning in 2019-20: 5-10% depending on Fine Arts)● 5Essentials Survey: 5%● Fine Arts TBD: 0% (Beginning in 2019-2020: 0-5%)● PK-2 Indicator TBD: 5%● Elementary/Middle School Indicator TBD: 5%

Each year, schools will have increasingly higher math and reading proficiency targets, culminating in a 90% proficiency target in 2032. Beginning in 2019, ISBE will provide each school with a growth rating on the Illinois Report Card. District 64 will receive ratings for comparisons to “like schools” and “all schools.” For both comparisons, the assigned grade for growth will use an A-F scale.

Balanced Scorecard

District 64’s Balanced Scorecard has been updated to reflect the information shared in this report. The Balanced Scorecard will also include data from District 64 student performance in District 207. The Scorecard can be found on the District 64 website.

2017 PARCC Audit and Next Steps

District 64 provides a quality education of which our community, Board, staff, parents and students can be proud. Standardized assessments like the MAP and PARCC are one piece of our District 64 assessment portfolio. Through differentiation and high-impact instructional practices, we can continue to improve our performance on these assessments without overemphasis on “teaching to the test.” In addition, improved performance will create opportunities for our District to apply for U.S. Department of Education recognition (i.e., Blue Ribbon Schools).

This fall, we collaborated with the Regional Office of Education to audit our 2017 PARCC performance. Through this audit, we identified small actions that we can take to bring momentum to our scores. This school year:

- We have identified specific topics to target at each grade level in both English language arts and math. These topics were areas of low student performance on the PARCC.
- We are brainstorming strategies for maintaining test environments where students approach the task confidently and are able to do their best work.

While standardized assessments provide us with important information about student performance relative to a national benchmark, we also value our local assessments created by teachers to measure student growth. This year, our continued Strategic Plan focus is the development of common assessments in all grade levels and subject areas. These assessments will further enhance our ability to measure student response to instruction.

Student Achievement Update

Park Ridge-Niles School District 64

Board of Education

November 13, 2017

Balanced Assessment Portfolio

- Classroom assessments
- Common assessments
- MAP - *Measures of Academic Progress*
- PARCC - *Partnership for Assessment of Readiness for College and Careers (PARCC)*



Status & Growth

Status

How does our students' average score compare to the average score of students in other schools?

Growth

Are our students growing more or less than students in other schools?

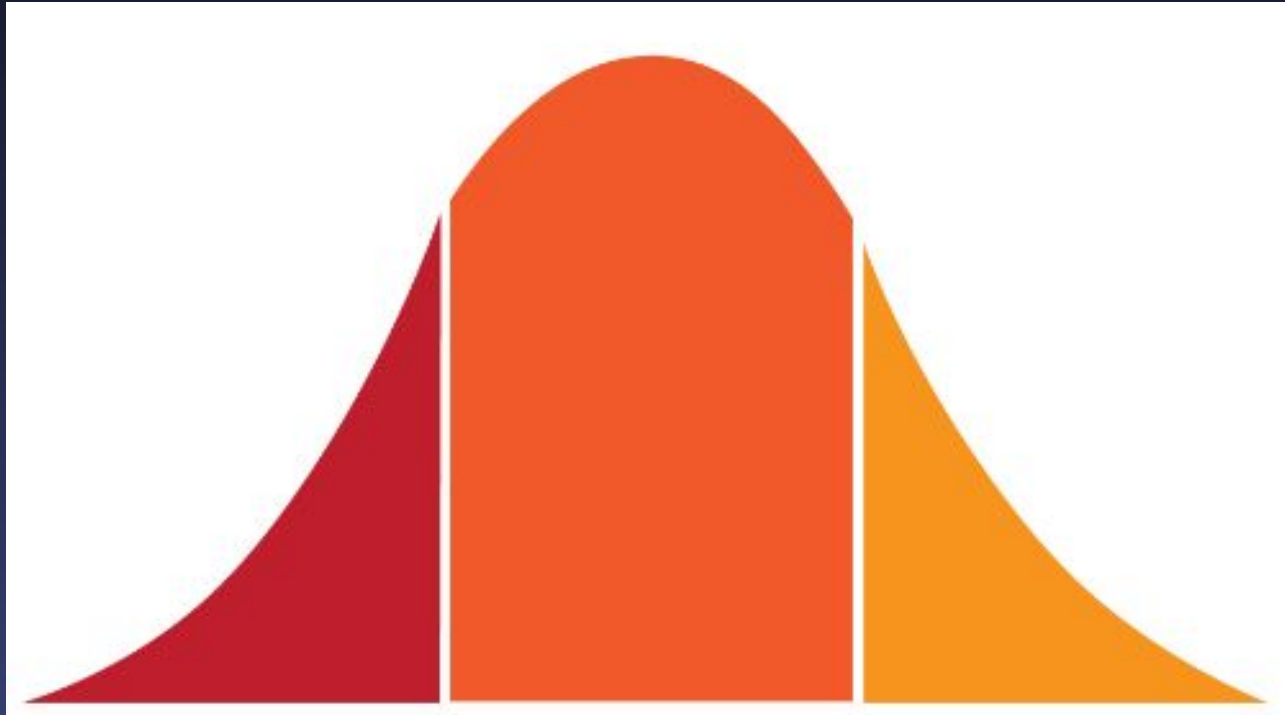


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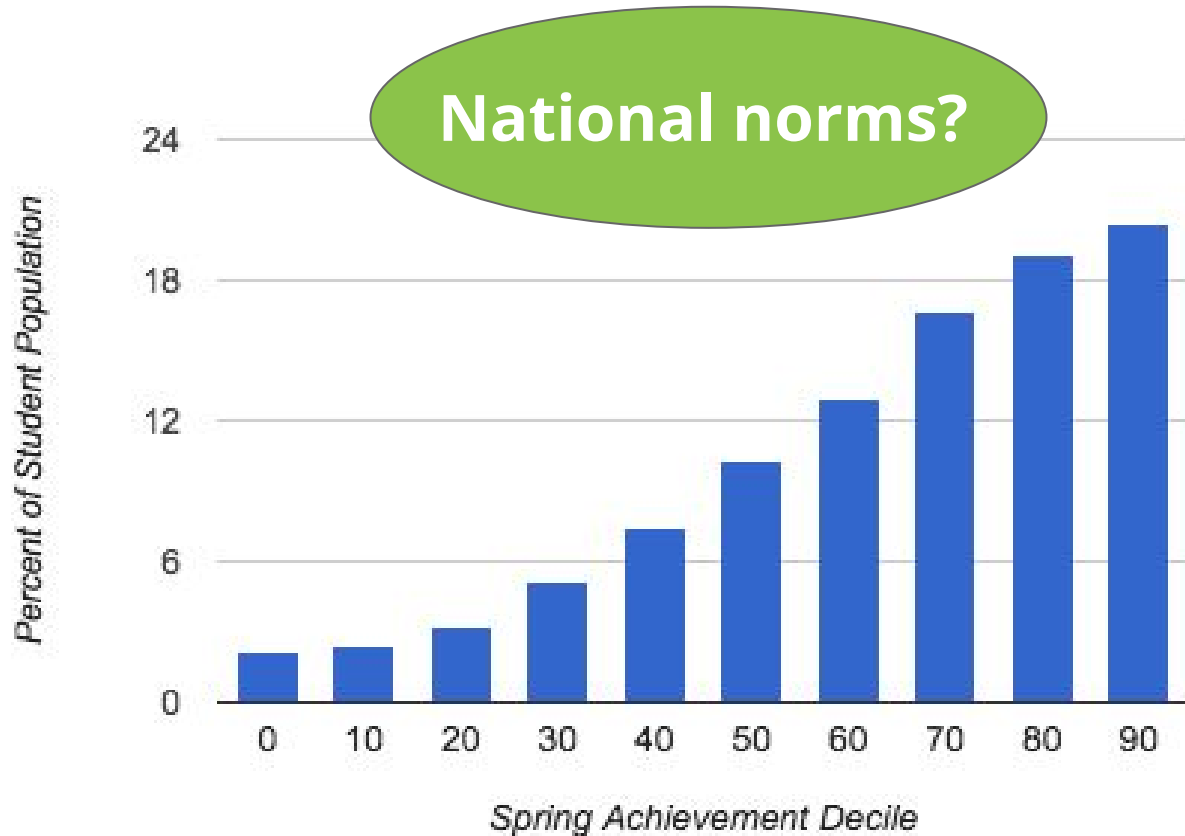
MAP

Measures of Academic Progress

Typical Performance Profile



District 64 Performance Profile

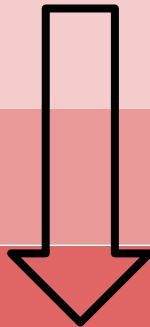


1.00
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-0.20
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-0.60
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-1.00

**OUTPERFORMING
"Same Schools"**

**Performance Similar to
"Same Schools"**

**UNDERPERFORMING
compared to
"Same Schools"**



Strategic Plan Goals

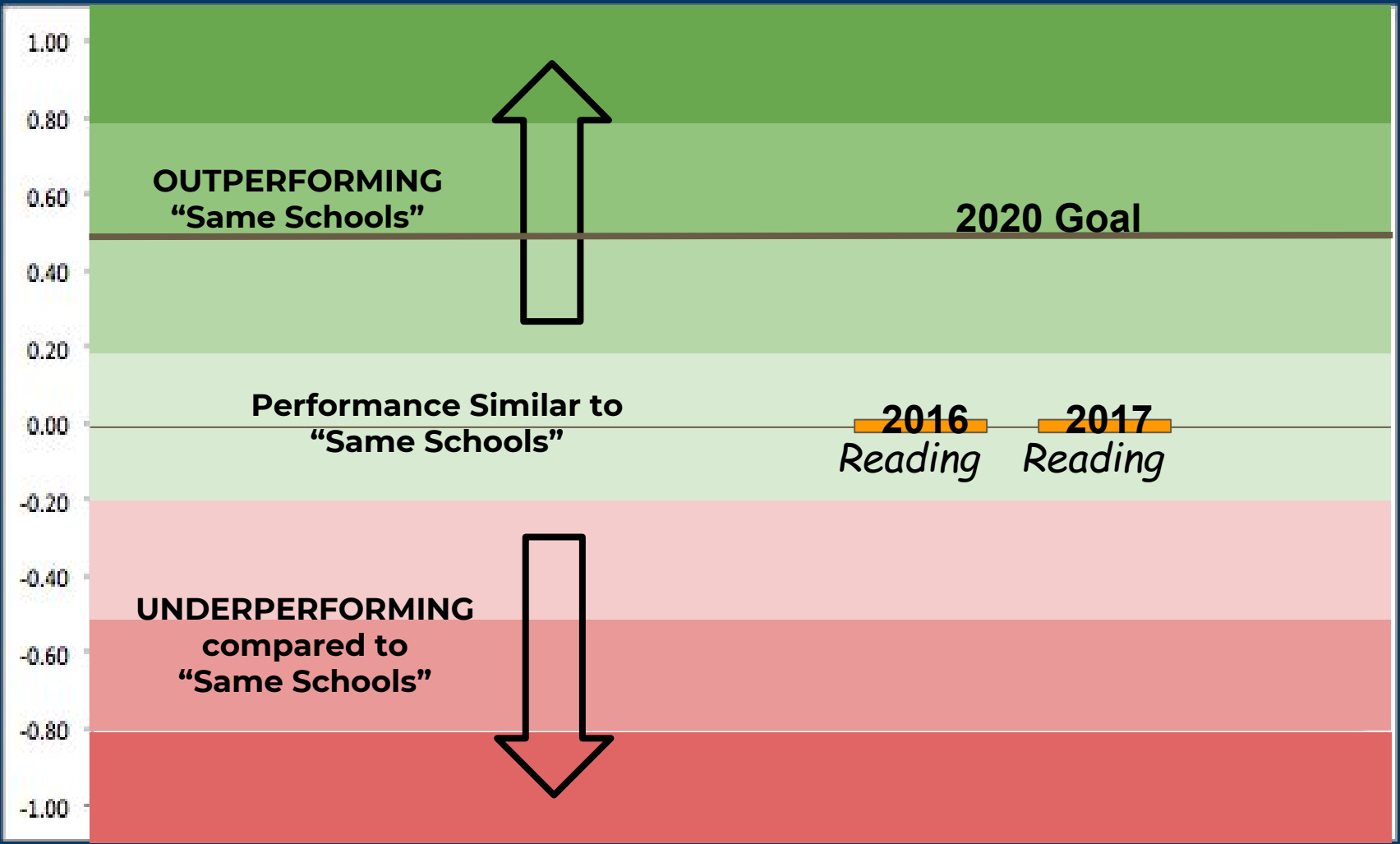


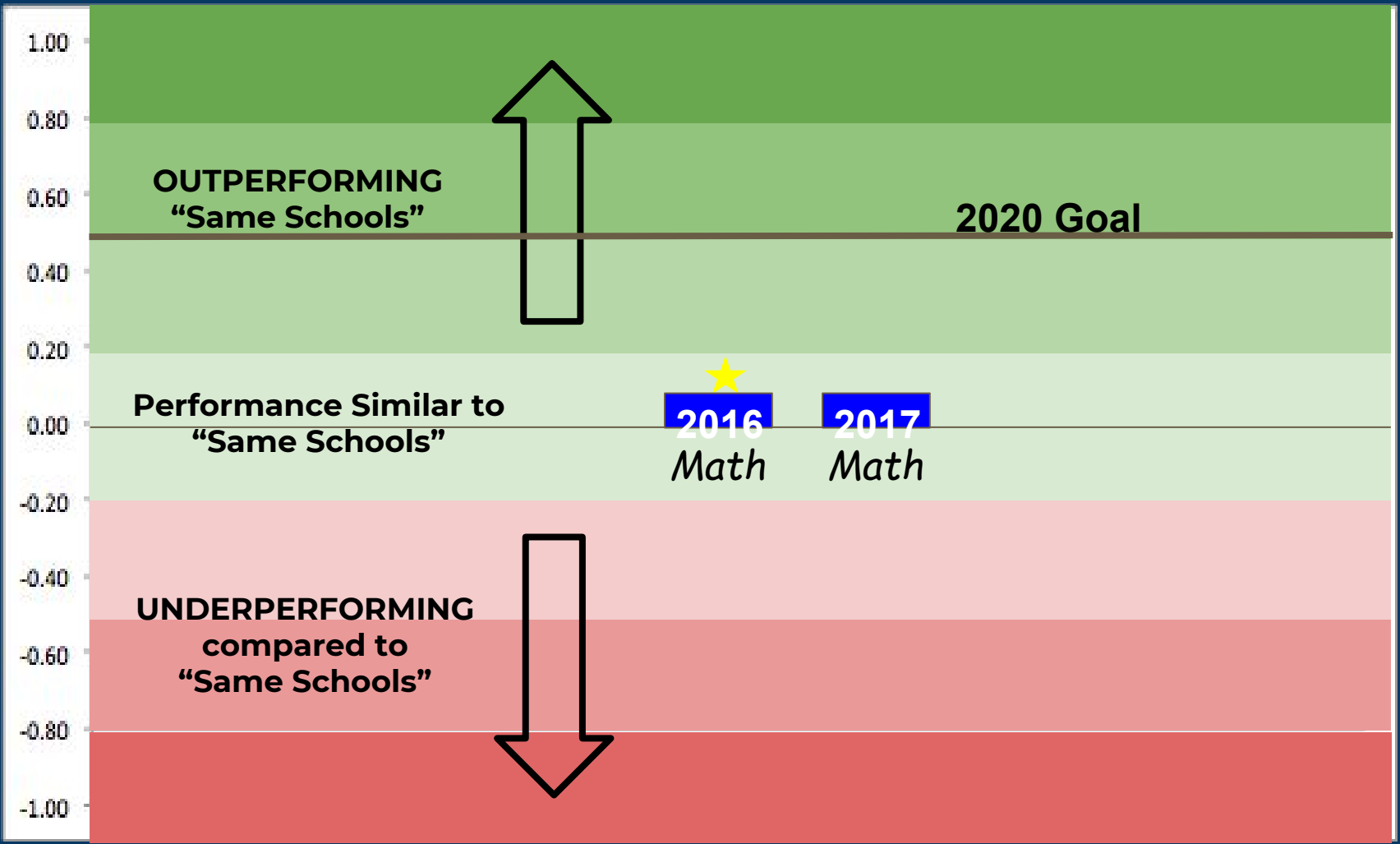
2020 Goal: .5!



2017 Goal: .2

2016 Goal: .1





STATUS

Percentile Rank

2016

2017

93

Competitive

93

Competitive

GROWTH

Percentile Rank for Growth

2016

2017

55

Above average

58

Above average

MAP Reading

- Maintained competitive **status**
- Maintained above average **growth**
- Continued focus on **differentiation** through the Workshop Model

STATUS

Percentile Rank

2016

2017

88

90

GROWTH

Percentile Rank for Growth

2016

2017

68

59

Exceptional

Above average

MAP Math

- Achieved **status** at the 90th percentile
- Maintained above average **growth**
- Continued focus on **differentiation** through flexible grouping

2

PARCC

Partnership for Assessment of
Readiness for College and Careers

PARCC Assessment Topics

Reading

Literary Text
Informational
Text
Vocabulary

Writing

Expression
Conventions

Math

Major Content
Supporting
Content
Reasoning
Modeling/
Application

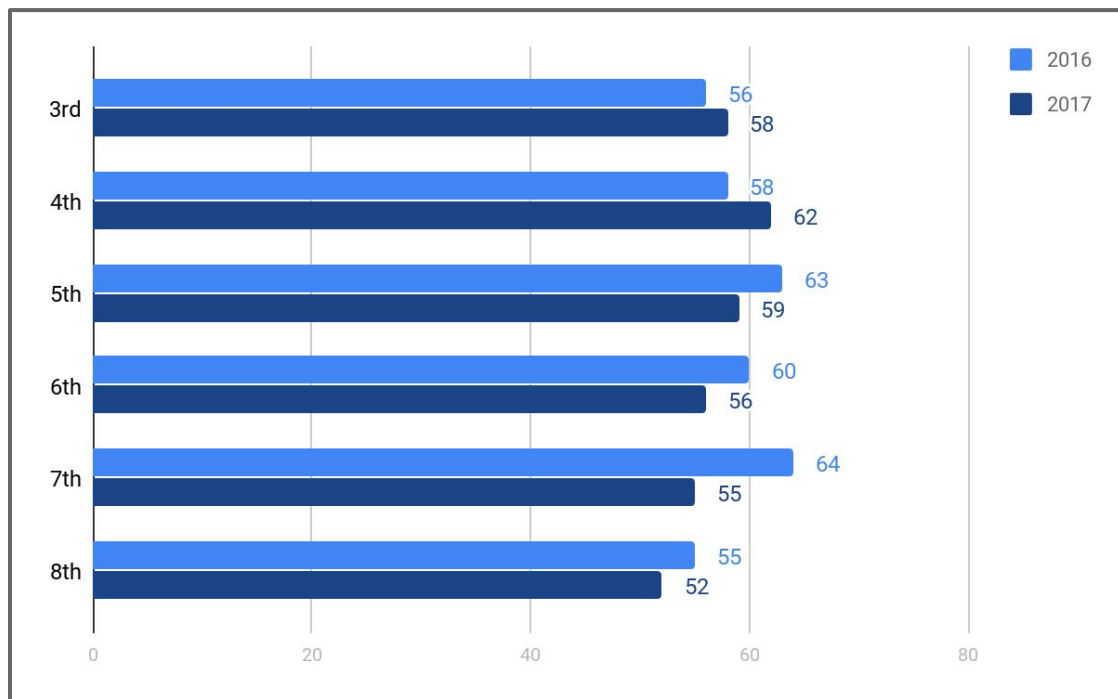
ELA: 2015-2017

Source: Illinois Report Card, Nov 2017

	2015*	2016	2017
5- Exceeded Expectations	9%	9%	9%
4 - Met Expectations	48%	50%	49%
3- Approached Expectations	28%	26%	25%
2 - Partially Met Expectations	12%	10%	12%
1 - Did Not Meet Expectations	4%	5%	6%
MEETS/EXCEEDS	57%	59%	58%

*Different test format 14

ELA: Grade Level Performance



Source: Illinois Report Card, Nov 2017

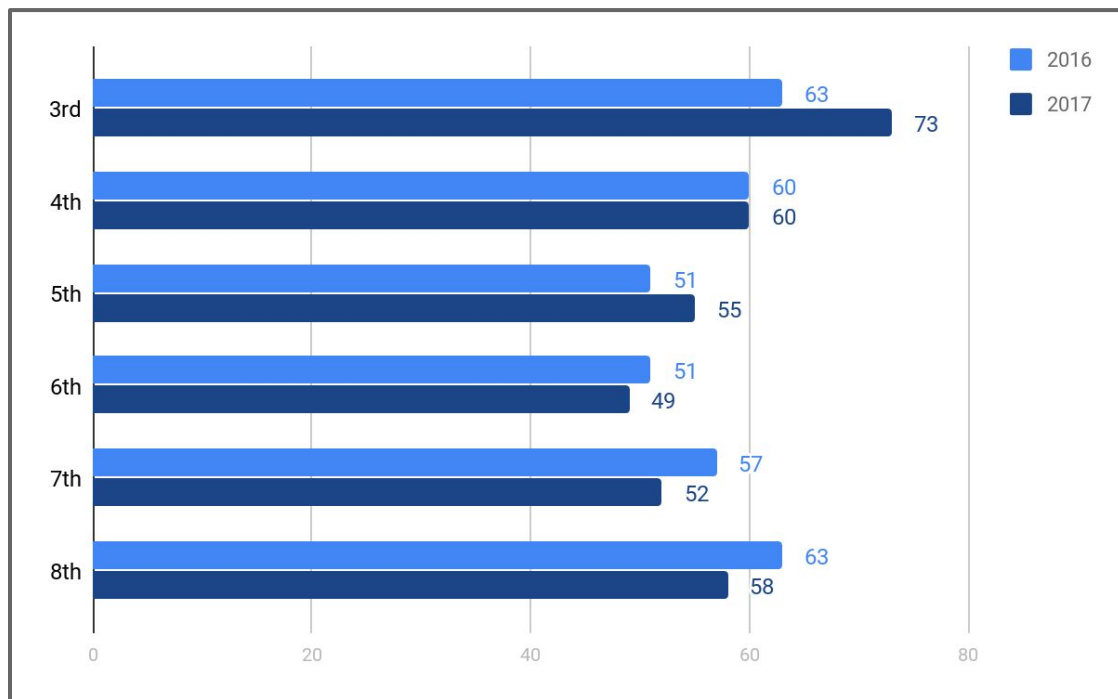
Math: 2015-2017

Source: Illinois Report Card, Nov 2017

	2015*	2016	2017
5- Exceeded Expectations	7%	8%	10%
4 - Met Expectations	43%	50%	47%
3- Approached Expectations	32%	28%	28%
2 - Partially Met Expectations	15%	11%	11%
1 - Did Not Meet Expectations	4%	4%	3%
MEETS/EXCEEDS	50%	58%	57%

*Different test format

Math: Grade Level Performance



Source: Illinois Report Card, Nov 2017

2017 District Subgroup Performance	ELA 58%	Math 57%
Low Income	23	26
LEP - Limited English Proficiency	26	33
IEP - Children with Disabilities	17	19
Race/Ethnicity:		
Asian	64	67
Black or African American	45	36
Hispanic	50	47
Two or More	61	71
White	58	58

Source: Illinois Report Card, Nov 2017

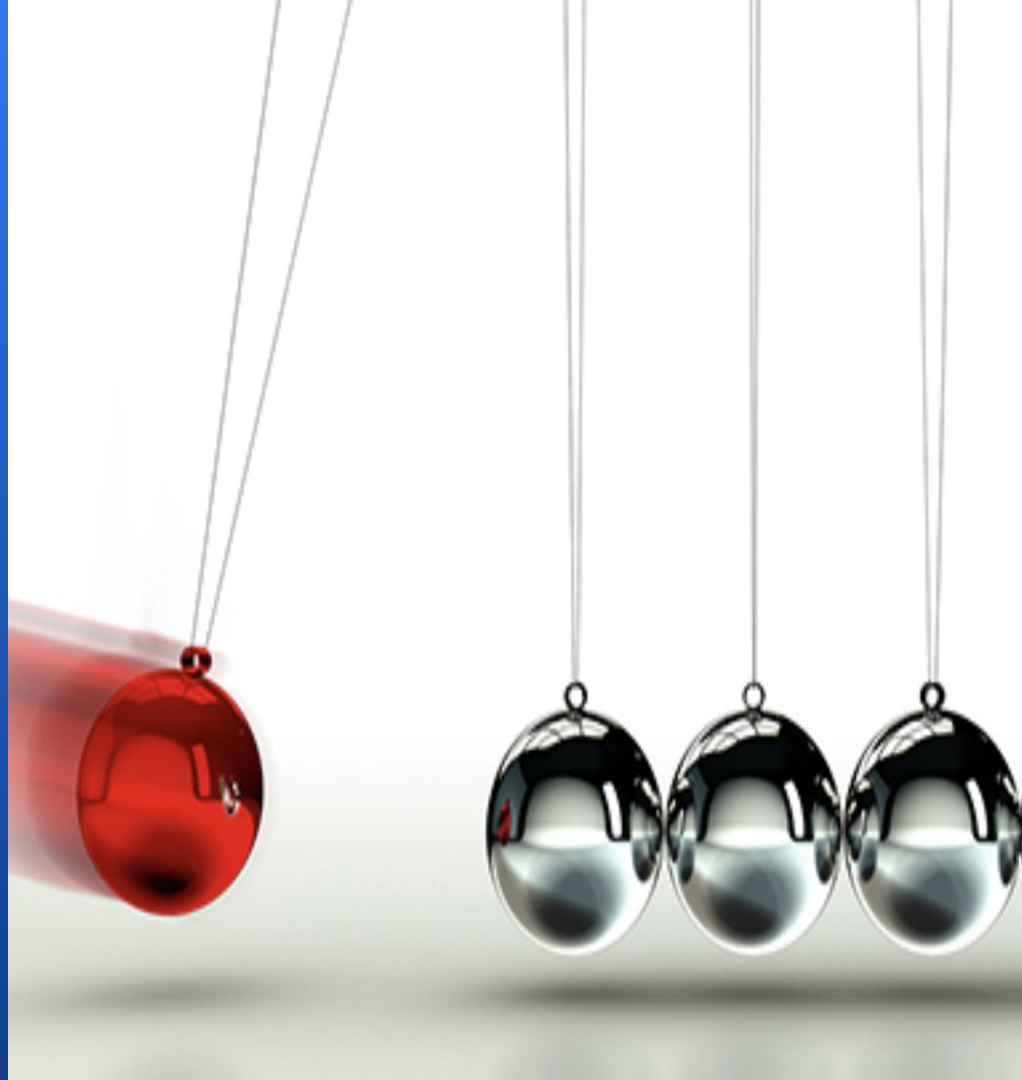
Comparable Districts

- Five districts in blue are in our comparison group
- Highest score in our comparison group: 76
- Average score of our comparable districts: 64
- Our score: 57

District	Overall	ELA	Math
Northbrook 27	82	86	77
Northbrook/Glenview 30	78	78	78
Deerfield 109	76	78	76
Kenilworth 38	75	76	74
Avoca 37	75	78	71
Sunset Ridge 29	74	74	73
Winnetka 36	69	71	67
Wilmette 39	67	70	65
Lake Forest 67	66	68	66
Glencoe 35	66	66	68
Lake Bluff 65	65	69	62
Libertyville 70	64	66	61
Golf 67	63	66	59
Fairview 72 (Skokie)	62	69	54
Northbrook 28	60	59	60
Arlington Heights 25	57	59	55
Park Ridge Niles 64	57	58	57
East Prairie 73 (Skokie)	57	60	54
Glenview 34	57	58	56
West Northfield 31	53	54	54
Lincolnwood 74	54	59	48
Mount Prospect 57	53	57	50

2017 PARCC Audit

- Two years of data
- Identify small changes in instruction to bring momentum to PARCC performance
- Specific topics for grade-level focus
- Staff development/department work
- Reaffirmed commitment to student preparation and test setting



Next Steps

- Continue to focus on **high-impact instruction** to outperform “Same Schools” Comparison Group by .5 in 2020
- Design **common assessments** in each subject area
 - Directly related to our District 64 curriculum and instruction
 - Measure student progress by unit
 - Guide differentiated instruction
- Implement **recommendations from the audit** of our PARCC performance and target testing environment
- Explore future Blue Ribbon School applications: ISBE rankings TBD

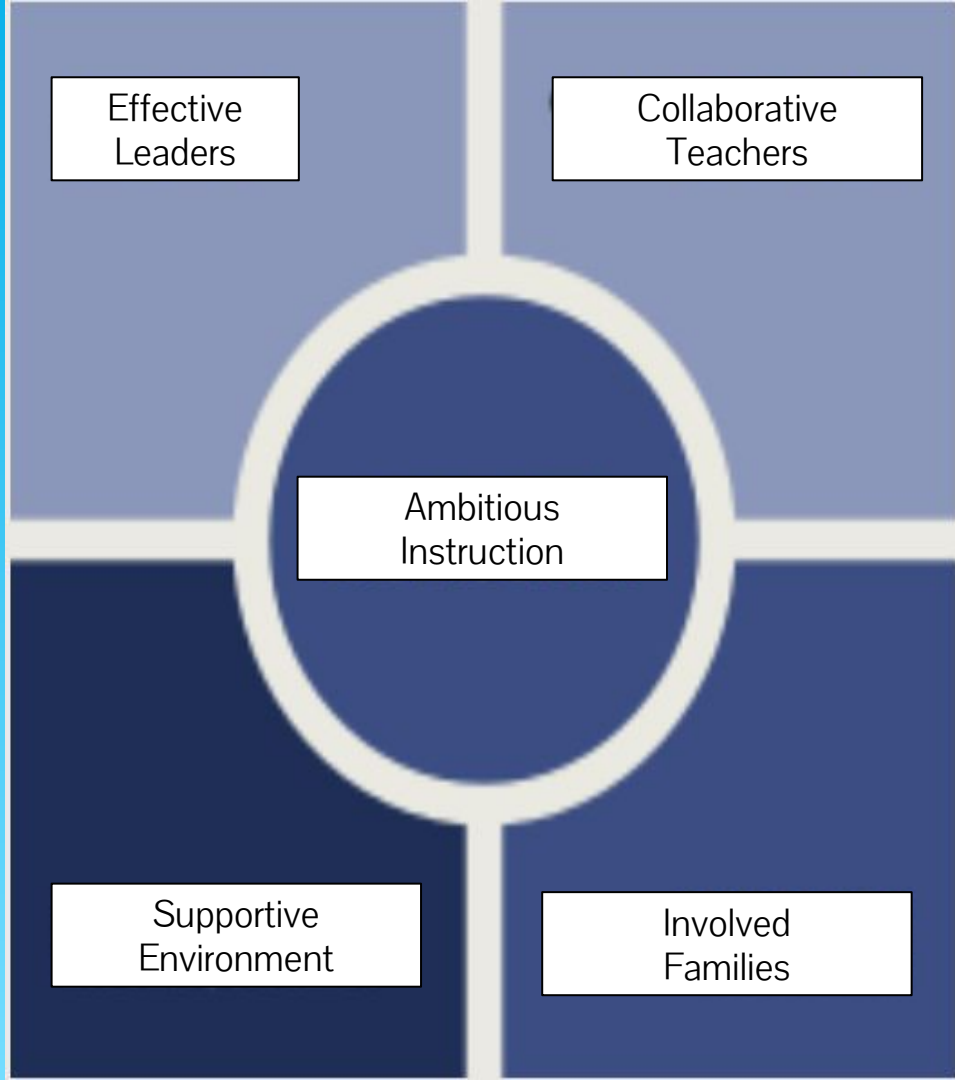
3

5Essentials Survey

Spring 2017

- Most Implementation
- More Implementation
- Average Implementation
- Less Implementation
- Least Implementation

MORE	Ambitious Instruction
AVERAGE	Effective Leaders
AVERAGE	Collaborative Teachers
MORE	Involved Families
MOST	Supportive Environment



Strengths

- Teachers and parents are partners in improving student learning.
- Parents are active participants in their child's schooling.
- Students demonstrate behaviors that lead to academic achievement
- Teachers connect with students and support their learning.
- Students and teachers share a high level of mutual trust and respect.
- Students feel safe at school and traveling to/from school.
- Students have opportunities to build and apply knowledge in their math classes.
- Teachers expect students to do their best and meet academic demands.
- Students participate in classroom discussions that build their critical thinking skills.

Opportunities for Growth

- Increase student opportunities to build and apply critical reading and writing skills.
- Focus on increasing the level of teacher-principal trust
- Improve progress-monitoring to ensure our school programs are consistent with student learning goals.
- Seek increased teacher feedback regarding the content of in-service programs.
- Provide more time during professional development for teachers to reflect on, try, and evaluate new ideas.
- Provide teachers with more opportunities to observe each other's practice and work.

Additional Information

- Individual school results for the 5Essentials Survey are available at illinoisreportcard.com



The screenshot shows the 'FIND YOUR SCHOOL' section of the Illinois Report Card 2015-2016 website. The page features a teal header with the site title and navigation links for 'ISBE Data Library', 'Take the Survey', 'Español', 'Help', and 'Login'. Below the header, the main heading 'FIND YOUR SCHOOL' is displayed in white text. A sub-heading reads, 'Go beyond test scores and get a snapshot of every Illinois public school.' The search interface includes two input fields: the first is labeled 'School, District, City or County Name' and the second is labeled 'Find by address, city, or ZIP'. Between these fields is the text 'OR'. Below the second field, there are three buttons: a dark teal button with a white arrow icon labeled 'State Snapshot', a light teal button labeled 'Select from list', and an orange button labeled 'Search'. The background of the page features a photograph of four diverse students (two girls and two boys) gathered around a globe, looking at it with interest.



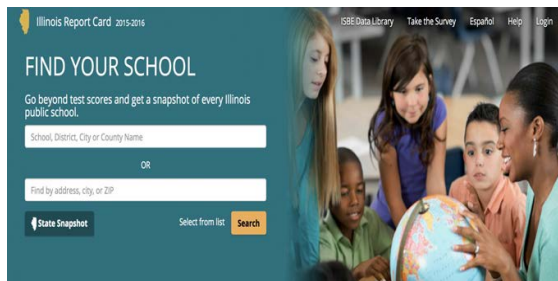
4

Illinois School Report Card

Spring 2017

Illinois School Report Card

- Student Achievement (PARCC, all students, subgroups)
- Finances (per student spending, revenue, expenditures)
- Students (enrollment, attendance, mobility, demographic information)
- Teachers (attendance, evaluation, retention)
- Administrators (ratio, turnover, salary)
- At-a-Glance Reports



5

ESSA

Every Student Succeeds Act (formerly NCLB)

2032:
90%

Levels of Performance

Tier 1 Exemplary School

- No underperforming subgroups
- Performance is in the top 10% of schools statewide

Tier 2 Commendable School

- No underperforming subgroups
- Performance is not in the top 10% of schools statewide

Tier 3 Underperforming School

- One or more underperforming subgroup

Tier 4 Lowest-Performing School

- Lowest-performing 5% of Title I schools

Proposed Interim Targets

Year	ELA 56	Math 57
2019	46.5	42.6
2022	56.6	53.5
2025	66.6	64.5
2028	76.6	75.4
2031	86.7	86.4
2032	90.0	90.0

2018-19 ESSA Indicators

75%	Academic
	<ul style="list-style-type: none">● PARCC/DLM: 20% (Beginning 2019-20: 15%)● Growth: 50%● EL Proficiency: 5%● Science: 0% (Beginning 2019-2020: 5%)
25%	Student Success
	<ul style="list-style-type: none">● Chronic Absenteeism: 20% (Beginning in 2019-20: 5-10% depending on Fine Arts)● 5Essentials Survey: 5%● Fine Arts TBD: 0% (Beginning in 2019-2020: 0-5%)● PK-2 Indicator TBD: 5%● Elementary/Middle School Indicator TBD: 5%

- Economically disadvantaged
- English learners
- Former English learners
- Children with disabilities
- Students formerly with a disability
- Hispanic
- Black
- Asian
- White
- Two or more

6

Balanced Scorecard

District 64 *2020 Vision* Strategic Plan

Scorecard

- Linked to District 64 website
- Information shared in this presentation reflects metrics in Objectives 1-3
- Subgroup performance for MAP will be updated when our new LMS is implemented this winter

High School Performance

Placement:

- Foreign Language
- English Language Arts
- Math
- Science
- Art

Thanks!

Any questions?

→ llopez@d64.org



Intergovernmental Agreement Update on School Resource Officers

Superintendent Heinz will provide the Board with a brief update regarding the draft Intergovernmental Agreement between Niles Police Department, Park Ridge Police Department and District 64.

The Board will have the opportunity to ask questions and reach consensus on any additional steps to be taken before the Intergovernmental Agreement is brought to the December meeting for review, discussion and approval.

TO: Board of Education
 Dr. Laurie Heinz, Superintendent

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

DATE: November 13, 2017

RE: Summer Interim Session 2017 Report
 Presentation and Approval of Summer Interim Session 2018

WORLDS OF WONDER 2017 REPORT

Enrollment

The 2017 *Worlds of Wonder* program served 899 students. The program was comprised of two, 13-day sessions scheduled over a six weeks period last summer. Due to summer construction projects, the programs were located at Washington (K-3rd grade) and Emerson (4th-7th grade).

Course Offerings

The *Worlds of Wonder* program continues to provide a variety of course offerings including support, enrichment, and band/orchestra courses. While 20% of students enroll in subject area support classes, enrichment courses continue to be the most popular. Over the past several years, enrollment has remained relatively stable for each course type.

Budget Review

Revenues collected for the 2017 program totaled \$249,370 and expenses totaled \$244,847 resulting in a small profit of \$4,523. Online advertising for the program was successful causing us not to have to print paper WOW brochures. This as well as the fact that we experienced a decreased cost in crossing guards contributed to the positive bottom line. More detail have been included in the Projected Budget section below.

RECOMMENDATIONS FOR *WORLDS OF WONDER 2018*

The goal of the *Worlds of Wonder (WOW)* program is to provide a quality interim educational experience for students within a budget that is funded by the program itself. To achieve this goal, we recommend the following:

Location

This summer, programs will be located at Washington (K-3rd grade) and Lincoln (4th-7th grade). Because these schools are in close proximity to one another, they work best for families with children enrolled at different grade levels and therefore schools. In addition, summer facility work is not scheduled at Washington and Lincoln this summer as they have already received considerable work over the last few summers.

Leadership

We plan to continue to employ the two, 12-month middle school assistant principals as principals of the 4th-7th grade summer school program; they will share the administrative duties associated

with this position. A portion of their salaries will be charged to the summer school budget and paid for via revenue generated from the *Worlds of Wonder* program. We will hire a principal to lead the K-3rd grade *Worlds of Wonder* program.

Summer School Dates

We will again offer two, 14-day sessions:

Session 1: Tuesday, June 5-Friday, June 22

Session 2: Monday, June 25-Friday, July 13 (No School Wednesday, July 4)

Course Offerings and Registration

In preparation for the *Worlds of Wonder 2018* program, we will:

- Review current course offerings, incorporate potential new offerings, and develop course descriptions.
- In mid-February, send the *Worlds of Wonder* course catalog announcement in to current District 64 families.
- Hold online registration for District 64 residents beginning at 10:00 a.m. on Thursday, March 1.
- Close online registration after Wednesday, May 30. After May 30, no additional student registrations will be accepted for the *Worlds of Wonder* program. This provides us three business days to plan for student arrival.

Enrollment Fees

We plan to increase tuition from \$125 to \$130 per three-week class. Fees will support:

1. the full cost of the program as defined by our accounting practices
2. a one-day increase in session length
3. the continued use of the online registration tool

We also intend to increase the tuition fee for out-of-District students and those registering after April 15 to \$150.

Refund Policy

- In the event of a power outage or other emergency, cancel summer school by 6:30 a.m. and notify parents and staff using the Active Network system.
- Due to fixed costs, refunds to parents will not be available for student absences or cancelled days resulting from weather or other unforeseen emergency.
- Parents will pay a 5% cancellation fee per class for any classes cancelled before June 1. Beginning June 1, parents will pay a 5% cancellation fee and forfeit any materials fees.

Projected Budget

Below is the projected budget for the 2018 *Worlds of Wonder* summer school program.

	Projected Summer 2017	Actual Summer 2017	Projected Summer 2018
REVENUE			
Tuition & Material Fees	\$251,076	\$243,120	\$251,434
Grant Revenue	\$16,500	\$6,250	\$10,000
Total Revenue	\$267,576	\$249,370	\$261,434
EXPENSES			
Salaries	\$231,844	\$213,061	\$227,286
Benefits	\$19,684	\$19,073	\$17,650
Printing	\$1,498	\$0	\$0
Supplies	\$10,868	\$11,143	\$11,000
Crossing Guards	\$3,500	\$1,570	\$3,500
Total Expenses	\$267,394	\$244,847	\$259,436
Net Gain/Loss	\$182	\$4,523	\$1,998

Next Steps

We ask that the Board approve these recommendations at the November 13, 2017 meeting. Pending Board approval, we will finalize plans for the 2018 *Worlds of Wonder* program, develop the online summer school brochure, and begin securing staff for the program. We look forward to continuing to offer a quality summer school program that provides students with engaging opportunities to support and extend their learning during the summer. If you have any questions or comments regarding this report prior to the upcoming Board meeting, please contact Lori Lopez at 847-318-4303 or llopez@d64org.

ACTION ITEM 17-11-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the recommendations of dates and fees for the 2018 Summer Interim Session.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/13/17

To: Board of Education
Dr. Laurie Heinz, Superintendent
From: Luann Kolstad, Chief School Business Official
Ron DeGeorge, Director of Facility Management
Date: November 13, 2017
Re: Approval of Settlement Agreement with FGM Architects

Administration has been working on closing out the remaining open contracts from summer 2016 construction. Some contractors have yet to be paid out due to issues that arose during construction that have not been rectified to our satisfaction. We will continue to hold final payment until administration feels projects have been delivered as specified.

One such project relates to site work at Lincoln Middle School. In an attempt to reduce the rainwater issues at Lincoln Middle School, it was recommended that a rain garden be installed near the entry on Crescent Avenue (south of the new entrance). Concrete work was completed in this area as part of summer 2016 work with the rain garden being installed at that time.

Unfortunately, as a result of an improper solution for storm water management, the rain garden did not drain properly causing the equivalent of a mudhole to form on site. Administration requested that FGM Architects and Nicholas & Associates determine where the error occurred in the design and installation of the rain garden and fix the issue.

After a year of unsuccessfully working to get this problem resolved, we have reached a Settlement Agreement and Release from FGM Architects regarding the rain garden issues. They have taken full responsibility for the problem and have offered to reimburse the District the \$28K in expenditures that were incurred during the rain garden project. They have also provided a potential solution to the issues (Attachment 1).

During summer 2017, administration had the rain garden removed as part of the regrading work in conjunction with sidewalk removal that ran between the entrances on Crescent Avenue, and the new front entrance to Lincoln Middle School adjacent to the Learning Resource Center. It was decided that the sidewalk was unnecessary, and that the sidewalk's impervious material was preventing water from draining properly. There was no additional cost to the District for the removal of the rain garden as it occurred during necessary site work on the new entrance area.

Stormwater management remains an issue for this location; the roof drains for that section of the building all drain out into this grassy area in front of the school. To correct the problem in the proper manner, we will need to connect to the municipal sewer system, which will trigger detention requirements with the City of Park Ridge. At this time, we are taking a wait and see approach through the winter of 2017-18 to see if the situation has improved at all with the removal of the sidewalk and the regrading of the area.

The Settlement Agreement and Release (Attachment 1) from FGM has been reviewed and commented on by the District's legal counsel James Levi from Hodges, Loizzi and sent back to FGM for final review and approval. Tonight we are asking for the Board of Education's approval of this agreement so that we may close out this project.

ACTION ITEM 17-11-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Settlement Agreement and Release with FGM Architects.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/13/2017

FGM ARCHITECTS

October 3, 2017

Ms. Luann Kolstad
Chief School Business Official
Park Ridge – Niles School District #64
164 South Prospect Avenue
Park Ridge, Illinois 60068

Re: Architectural Services for summer work 2016
FGM #16-2106

Dear Luann:

FGM Architects Inc. has researched the issue of the "rain garden" that became a mud puddle and believe we understand the sequence of events that arrived at the built conditions that exist today. Without going into a tremendous amount of detail, we believe what was done was well meaning, but incorrect in understanding what the result would be. It is also true what was installed did not follow the drawing and concepts originally discussed, but would not "solve" the issue, only perhaps lessen it. Regardless of any of that, FGM accepts responsibility for this situation.

FGM has worked with Eriksson Engineering Associates to develop a recommendation for a solution to the storm water management issue at Lincoln Middle School. We understand the District would like two issues resolved: eliminate all standing water from the sidewalk and eliminate the native vegetation. This needs to be done within the existing context that the existing site grades and constraints do not allow for true overflows and positive drainage unless piped connections are made. In order to best accommodate the District's requests, we recommend the following:

1. Eliminate the pipe that connects the downspouts and conveys the runoff to the area drain in the depression and allow the downspouts to discharge to grade per the pre-project condition. The City of Park Ridge does not allow downspouts to be connected directly to the sewer system, so a disconnection is required or a variance would need to be obtained from the City of Park Ridge.
2. Re-grade the depression to reduce the depth and install a 2' diameter catch basin.
3. Restore the re-graded area with standard grass to match existing on-site grass.
4. Connect the 2' diameter catch basin to the municipal sewer system with a storm sewer. This storm sewer connection into the combined sewer system will require an MWRD permit as "qualified sewer construction".
5. The project would be subject to detention requirements per the City of Park Ridge municipal code. The amount of fee, in lieu of detention, would need to be negotiated between the School District and the City, since additional

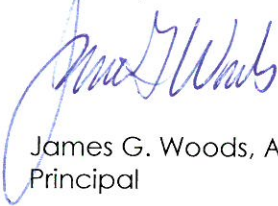
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FGM ARCHITECTS

areas beyond the area of disturbance (existing building roof areas) would become tributary to their sewer system.

FGM accepts responsibility for the situation and proposes to compensate the School District twenty-eight thousand dollars (\$28,000.00), which we understand from Nicholas & Associates, is the cost of the work that was installed. This is further detailed in the attached Settlement Agreement and Release. We understand the District has another architectural firm with which they are now working and with whom you would likely want to vet and implement the recommendation, but we stand ready to assist in any manner the School District sees fit. Please let me know if you have any questions or concerns.

Sincerely,



James G. Woods, AIA, ALEP, LEED AP
Principal

Cc: file

SETTLEMENT AGREEMENT AND RELEASE

This Settlement Agreement and Release ("Agreement") is made as of the date executed by both parties, and is hereby entered into between the Board of Education of Community Consolidated School District 64 ("District") and FGM Architects, Inc. ("FGM"), sometimes referred to collectively herein as the "Parties".

Recitals

A. WHEREAS, on or about February 23, 2015 the Parties entered into a written Standard Form of Agreement Between Owner and Architect ("Master Agreement"), for FGM to provide various architectural and engineering services for the District on certain projects to be specifically identified by written Project Identification Exhibits.

B. WHEREAS, on or about December 16, 2015 the Parties executed Project Identification Exhibit B.2 to the Master Agreement for certain architectural and engineering services in connection with the design and construction of 2016 Summer Work – roof replacement/repair, masonry repair, miscellaneous mechanical work, and new secure offices and vestibules in all nine of the District's buildings in Park Ridge, Illinois (the "Project"). The Master Agreement and Project Identification Exhibit B.2 are hereafter referred to collectively as the "Contract".

C. WHEREAS, final completion of construction of the Project occurred approximately September 2017.

D. WHEREAS, according to the District, on or about February/March 2017, Park Ridge experienced a significant rain event which resulted in flooding of the "rain garden" and a resulting "mud hole".

E. WHEREAS, the District notified various parties, including FGM, about the inadequacy

of the "rain garden" to accommodate the rain event and resulting mess.

F. WHEREAS, as a sign of good faith, and in light of the Parties' relationship, FGM would like to contribute towards the remedial costs associated with the "rain garden".

G. WHEREAS, the Parties desire to resolve any and all claims or potential claims between them arising out of or relating to the "rain garden".

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both Parties in executing this Agreement, including, but not limited to, the Recitals set forth above and the covenants and agreements hereinafter set forth, the undersigned agree as follows:

1. **Payment.** Within thirty (30) days of execution of this Agreement, FGM shall tender to the District a check made payable to "Board of Education of Community Consolidated School District 64" in the amount of Twenty-Eight Thousand Dollars (\$28,000.00) ("Settlement Payment").

2. **Release.** Upon execution of this Agreement by both Parties, and subject to receipt of the Settlement Payment, the District, for itself and all of its divisions, departments, branches, agencies, successors, affiliates, subsidiaries, board members, employees, representatives, officers, partners, members, managers, related entities and agents and each of them, individually and collectively, does hereby agree to release, remise, acquit, and forever discharge FGM, its predecessors, successors, affiliates, parent companies, subsidiaries, employees, representatives, officers, directors, shareholders, assigns, owners, partners, members, managers, and board members and each of them, individually and collectively, from all known claims, causes of action, suits, debts, damages and demands whatsoever, whether in law or equity, contract, tort or otherwise, including reasonable attorney's fees, arising out of or relating in any way to the inadequacy of the "rain

garden”.

3. **No Admission of Liability.** The Settlement Payment set forth herein represents a settlement of a disputed claim and, therefore, nothing herein shall constitute, or be construed as, an admission or concession of fault or liability by FGM, FGM having expressly denied any fault or liability.

4. **Integration.** This Agreement sets forth the entire agreement between the Parties, and there are no prior or contemporaneous oral or written representations, promises or agreements not expressly referred to herein. All words, phrases, sentences and paragraphs, including the recitals hereto, are material to the execution hereof.

5. **Attorneys’ Fees.** In the event either Party hereto brings an action to enforce the terms of this Agreement, the prevailing party in litigation shall be entitled to recover its reasonable attorneys’ fees, court costs and other direct expenses incurred in bringing such action.

6. **Severability.** If any provision of this Agreement is held invalid, illegal, or unenforceable, such failure shall not affect the validity or enforceability of any other provision in this Agreement.

7. **Governing Law.** The validity, construction and enforceability of this Agreement shall be construed under, and governed by, the laws of the State of Illinois.

8. **Counterparts.** This Agreement may be executed in separate counterparts which, when taken together, shall constitute full, binding and complete execution of this Agreement.

EFFECTIVE AS OF THE DATE SIGNED BY BOTH PARTIES BELOW, WITH EACH SIGNATORY HAVING THE EXPRESS AUTHORITY TO SIGN ON THAT PARTY'S BEHALF:

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

By: _____

Title: _____

Date: _____

FGM ARCHITECTS INC.

A handwritten signature in cursive script, appearing to read "James J. Woods".

By: _____

Title: Executive Vice President

Date: November 3, 2017

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garden”.

3. **No Admission of Liability.** The Settlement Payment set forth herein represents a settlement of a disputed claim and, therefore, nothing herein shall constitute, or be construed as, an admission or concession of fault or liability by FGM, FGM having expressly denied any fault or liability.

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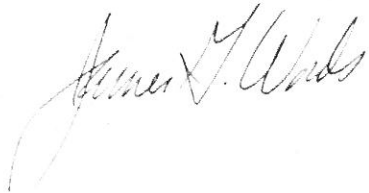
**BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**

By: _____

Title: _____

Date: _____

FGM ARCHITECTS INC.

A handwritten signature in cursive script, appearing to read "James J. Woods".

By: _____

Title: Executive Vice President

Date: November 3, 2017

To: Board of Education
Dr. Laurie Heinz, Superintendent
From: Luann Kolstad, Chief School Business Official
Ron DeGeorge, Director of Facility Management
Date: November 13, 2017
Re: Approval of Electricity Contract

Background

In August 2016, the Board approved a one-year contract for electricity. The District used SaveWave Energy to help secure the bids and choose a supplier, Direct Energy. The District's current contract with Direct Energy for electrical service will expire in December 2017. In fiscal year 2016-17, the District spent \$493K on electricity down from 2015-16 expenditures of \$623K.

Electrical Contract for December 2017 to December 2021

In deciding how to proceed with electricity purchases going forward, administration chose to use Tradition Energy to help secure the lowest rates for the District. Tradition Energy won the Energy Consulting and Management Services Contract (#2013-069) competitively solicited bid for these services through U.S. Communities (Attachment 1). U.S. Communities is a national cooperative purchasing program for government entities. The District has sought assistance from U.S. Communities in the past and currently uses it for some of our furniture and custodial purchases.

Tradition Energy received bids from nine vendors to supply District 64 with electricity for either a 12-, 24-, 36- or 48-month period. Tradition Energy's fee is structured according to the U.S. Communities contract and is based on District 64's historical usage and number of building meters. The cost is less than 2.5% of the total electricity budget and is paid by the winning supplier.

The state of Illinois is part of the Pennsylvania-Jersey-Maryland (PJM) regional power market, which covers all or part of 13 states and the District of Columbia. PJM is the transmission organization that manages the electricity grid for our region. Some major factors driving the cost of electricity in the PJM market are:

- Illinois passed the Future Energy Jobs Bill in 2016, which will provide subsidies for two nuclear plants (Clinton and Quad Cities) and keep them online in the coming years.
- The Wholesale electricity prices remain at an all-time low as the region benefits from competition between multiple fuel sources (nuclear, natural gas and wind) and increased natural gas pipeline flows into the area.
- Risks of higher electricity prices could result from a possible shutdown by Dynergy of their Southern Illinois coal-fired power plants in the coming years. The product they are selling is so cheap they cannot make a profit.

Based on the market conditions and the recommendation of Tradition Energy, the administration is recommending that we pick the lowest responsible vendor on Tuesday morning for either 48 to 60 months. Constellation is currently showing The new contract being recommended includes all supply charges except for the transmission charge from ComEd, which is billed separately by ComEd.

The change in electrical supplier is seamless for the District; we will experience no down time when the switchover occurs. The contract between the District and supplier is a 100% Swing Contract, which means that if we shut down a building in the summer with electrical usage dropping dramatically, we are not charged for lost and cost that may occur when the supplier tries to resell the unneeded electricity.

The per kWh price quote is good only for that day. We will bring an updated quote to the meeting on Monday and if approved, lock in rates on Tuesday. Administration has spoken to James Levi from Hodges & Loizzi about the wording of the Action Item since we cannot lock in until the Board approves motion.

ACTION ITEM 17-11-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the contract with the lowest responsible bidder on Tuesday, November 14, 2017 for electrical service at a not to exceed price of \$0.07 per kWh at all District buildings for a period not to exceed 60 months, as presented.

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/13/17



U.S. COMMUNITIES™
GOVERNMENT PURCHASING ALLIANCE



Tradition Energy – U.S. Communities Program

MAXIMIZE SAVINGS ON ENERGY EXPENDITURES

While Improving Procurement Efficiency!

Tradition Energy-U.S. Communities Contract Energy Consulting & Management Services – #2013-069

Tradition Energy is the awarded supplier of a full suite of energy-related services through the U.S. Communities Program, a national purchasing cooperative developed by government agencies utilizing the pooled power of public agencies nationwide.

With the Energy Consulting & Management Services Contract public agencies will be provided comprehensive advice in managing their energy expenditures and the most competitive pricing available in the public sector.

How to contact us:

WEB: www.TraditionEnergy.com/USCommunities

TOLL-FREE: 1-877-832-7022

EMAIL: USCommunities@TraditionEnergy.com

www.USCommunities.org



3 Ways Tradition Energy & U.S. Communities Work To Your Advantage

1 – Maximize Savings On Energy Expenditures

Tradition Energy's full suite of services is specifically designed to help public agencies reduce, control and manage all energy related costs impacting their bottom line. On average, Tradition Energy saves public agencies 15-20% more versus their internal procurement activities.

2 – Save You Time & Money

The Energy Consulting and Management Services Contract (#2013-069), competitively solicited by the City of Mesquite, Texas, fulfills the bidding requirements via the Joint Powers or Inter-local Contracting Authority and reduces the time and money participating agencies invest in the procurement process.

3 – Contract Value: Even If Your Agency Is NOT Required To Publicly Bid Utilities

Regardless of whether your agency is required to conduct a competitive solicitation for utilities or not, the U.S. Communities program ensures the maximum amount of competition to drive prices lower, producing savings and better control over your energy budget.

Tradition Energy-U.S. Communities Manager

Bob Wooten: 713-609-9929

bob.wooten@traditionenergy.com





U.S. COMMUNITIES™
GOVERNMENT PURCHASING ALLIANCE



Tradition Energy – U.S. Communities Program

MAXIMIZE SAVINGS ON ENERGY EXPENDITURES

While Improving Procurement Efficiency!



Many organizations that buy energy don't realize that rates can be competitively bid or how the volatility of electricity prices can impact their overall energy costs. Depending on market conditions, using an energy advisor can often reduce overall energy costs or stabilize rates, so budgeting is easier and energy programs are more manageable. Even in states where energy is not deregulated, services such as analyzing tariff rates and auditing energy bills can identify opportunities for savings or improved efficiencies.

Our Full Service Energy Solutions Include:

Market Research & Intelligence

- Wholesale energy market access & pricing
- Primary research reporting
- Regulatory & legislative tracking

We are an industry-recognized expert in energy market research, and we are the only consultant contracted by CNBC to report on the energy markets.

Strategic Risk Management

- Energy price exposure analysis
- Assessment of market dynamics affecting prices
- Evaluation of strategic options & energy product alternatives
- Procurement recommendations

We identify the factors and risks that impact financial results and energy procurement decisions, and recommend pricing options and implementation strategies specific to public agency objectives.

Energy Procurement & Supply Management

- Electricity, natural gas, oil, transportation fuels, renewable energy
- Supplier vetting & management
- Customized reverse auction RFP's
- Tariff rate & tax analysis
- Contract & credit negotiation
- Contract management
- Demand Response (DR)/Curtailment

We advise public agencies on the assessment, procurement, and management of energy supply and related value-added services. Our advisors develop and implement energy purchasing strategies that create the best fit solution for minimizing energy costs and reducing risk for our clients.

Data Management & Reporting

- Performance monitoring
- Historical usage & cost tracking
- Budgeting/forecasting
- Benchmarking
- Bill auditing & rate analysis
- Bill processing & payment

We are an independent, unbiased energy advisor functioning as an extension of our clients' procurement departments to negotiate on their behalf with suppliers. Tradition Energy currently works with more than 90 suppliers nationwide.

Sustainability

- Renewable energy procurement
- GHG/Carbon management & reporting

We work with public agencies to understand their "green" procurement objectives and then develop strategies for both the procurement activity and for supporting any agency marketing efforts to bring attention to the strategy.

Proprietary Energy Management Tools

- Energy Data Management System (EDMS)
- Energy Information Center (EIC)

We provide the proprietary software tools necessary to manage energy and sustainability programs effectively.

Tradition Energy-U.S. Communities Manager

Bob Wooten: 713-609-9929

bob.wooten@traditionenergy.com



Regional Market Outlook – PJM COMED

Park Ridge CCSD 64

November 2017

2017 Energy Price Forecast

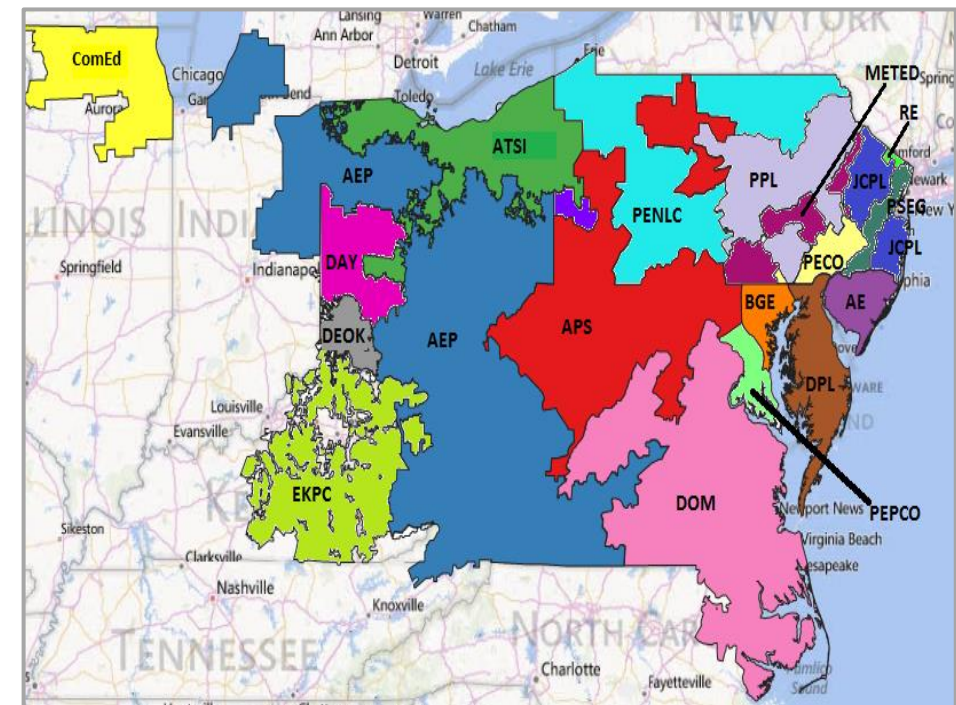
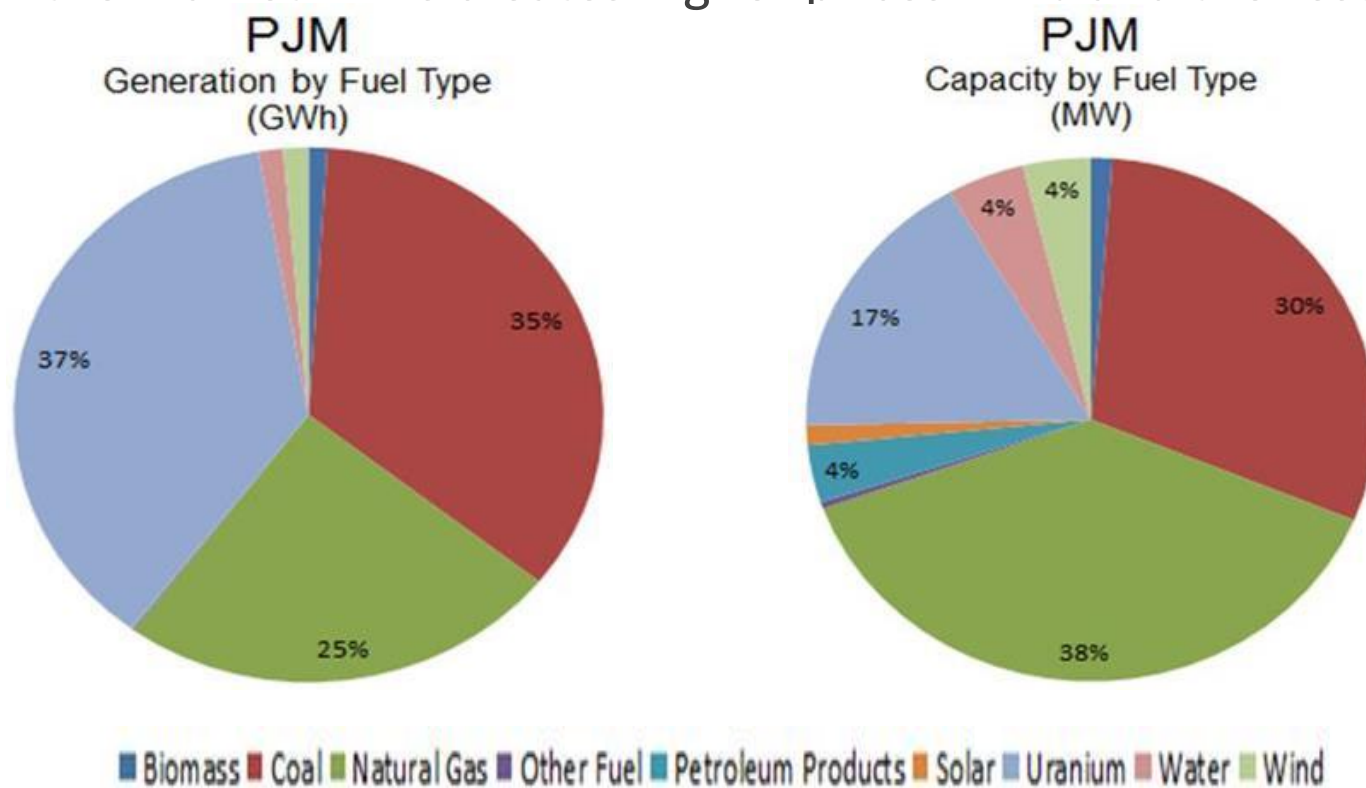


CATEGORY	COMMODITY	ORIGINAL 2017 Annual Energy Price Forecast	REVISED 2017 Annual Energy Price Forecast	FIRST HALF 2017 Actual Average Energy Prices	SECOND HALF 2017 Average Energy Price Forecast	SECOND HALF 2017 Forecast versus First Half 2017 Actual
Natural Gas (\$/MMBtu)	NYMEX Natural Gas	3.02	3.07	3.03	3.11	↑
Electricity (\$/MWh, Around the Clock)	ISONE Mass Hub	34.99	31.48	31.21	31.75	↑
	NYISO Zone J (NYC)	34.44	33.04	32.57	33.50	↑
	PJM West Hub	32.32	29.32	28.89	29.75	↑
	PJM COMED Zone	28.66	27.24	26.88	27.60	↑
	ERCOT Houston Hub	26.32	30.24	29.79	30.68	↑
	ERCOT North Hub	23.71	22.54	22.20	22.87	↑
	ERCOT South Hub	24.87	25.32	24.94	25.69	↑
	ERCOT West Hub	22.64	20.95	20.64	21.26	↑
	CAISO SP15 (SoCal)	28.00	24.55	24.07	25.03	↑
Petroleum (\$/bbl, \$/gal)	NYMEX WTI Crude	54.32	48.89	50.09	47.69	↓
	NYMEX Diesel	1.68	1.48	1.56	1.40	↓
	NYMEX Gasoline	1.71	1.49	1.68	1.30	↓

PJM Energy Market Drivers



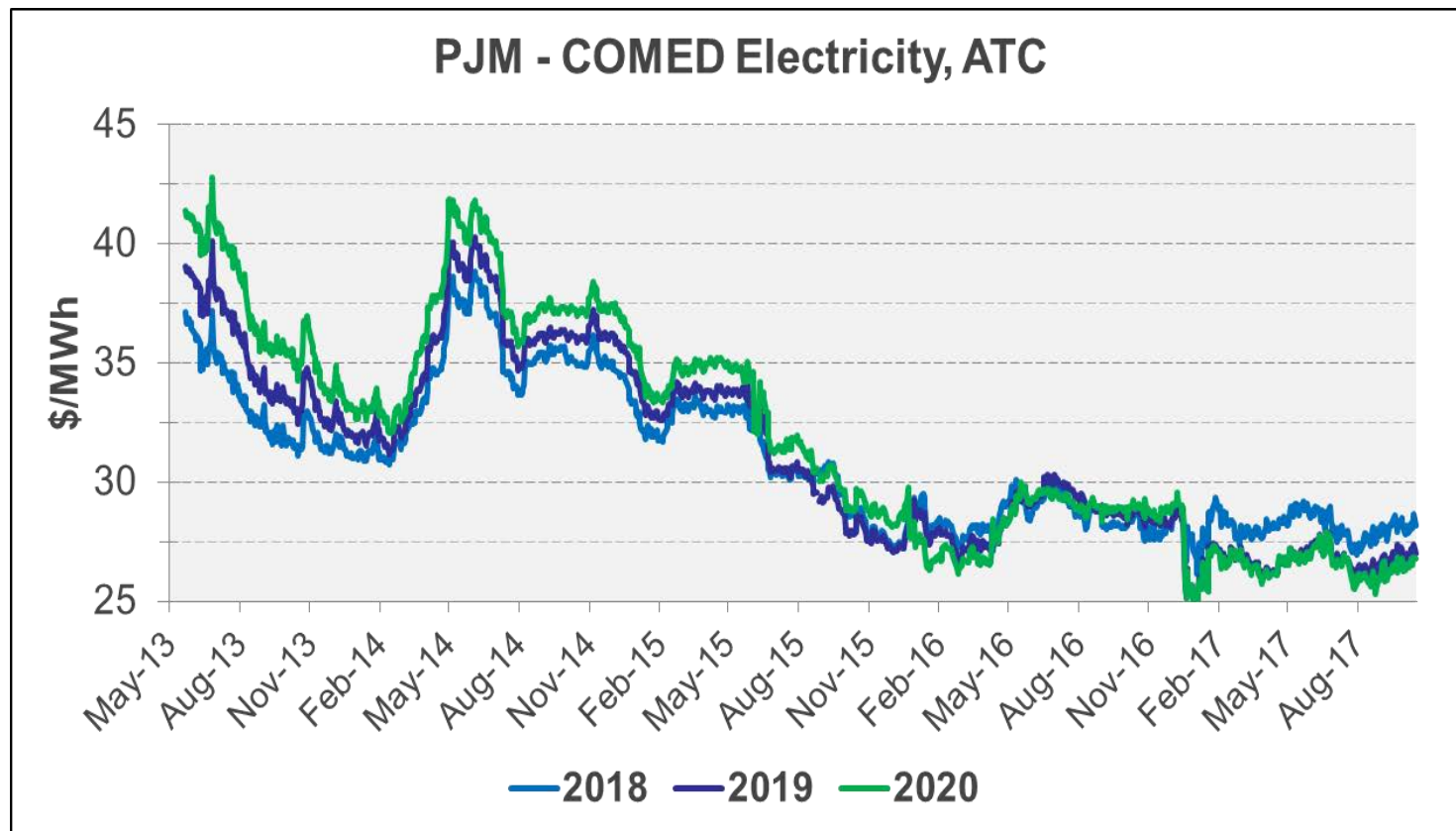
- The PJM market covers all or parts of thirteen states (DE, IL, IN, KY, MD, MI, NJ, NC, OH, PA, TN, VA, WV) and the District of Columbia:
 - PJM has a large generation fleet (~185,000 MW) the composition of which varies across the region with more coal in the Midwest and more Nuclear in the Mid-Atlantic and Chicago areas
- Delivered natural gas prices are becoming a more dominant factor in PJM energy prices as coal retires and virtually only gas-fired power plants are built. Weather plays a major role in prices as well, but not to the same degree as in New England.
- A major transmission bottleneck exists between load centers in NJ and Philadelphia, and the rest of the market. This creates higher prices in NJ and the rest of PJM East in times of peak demand.



PJM – COMED Wholesale Forward Prices



- Illinois last year passed the Future Energy Jobs Bill, which will provide subsidies for two nuclear plants (Clinton and Quad Cities) and keep them online in the coming years.
- Wholesale electricity prices in the Chicago (COMED) region remain near all-time lows as the region benefits from competition between multiple fuel sources (nuclear, natural gas, and wind) and increased natural gas pipeline flows into the area.
- Cal 18 prices are at a premium to Cal 19 and 20 due to 2017-2018 winter risks from a tighter fundamental picture from reduced natural gas production levels, record exports, and a YoY natural gas storage deficit of 4%.



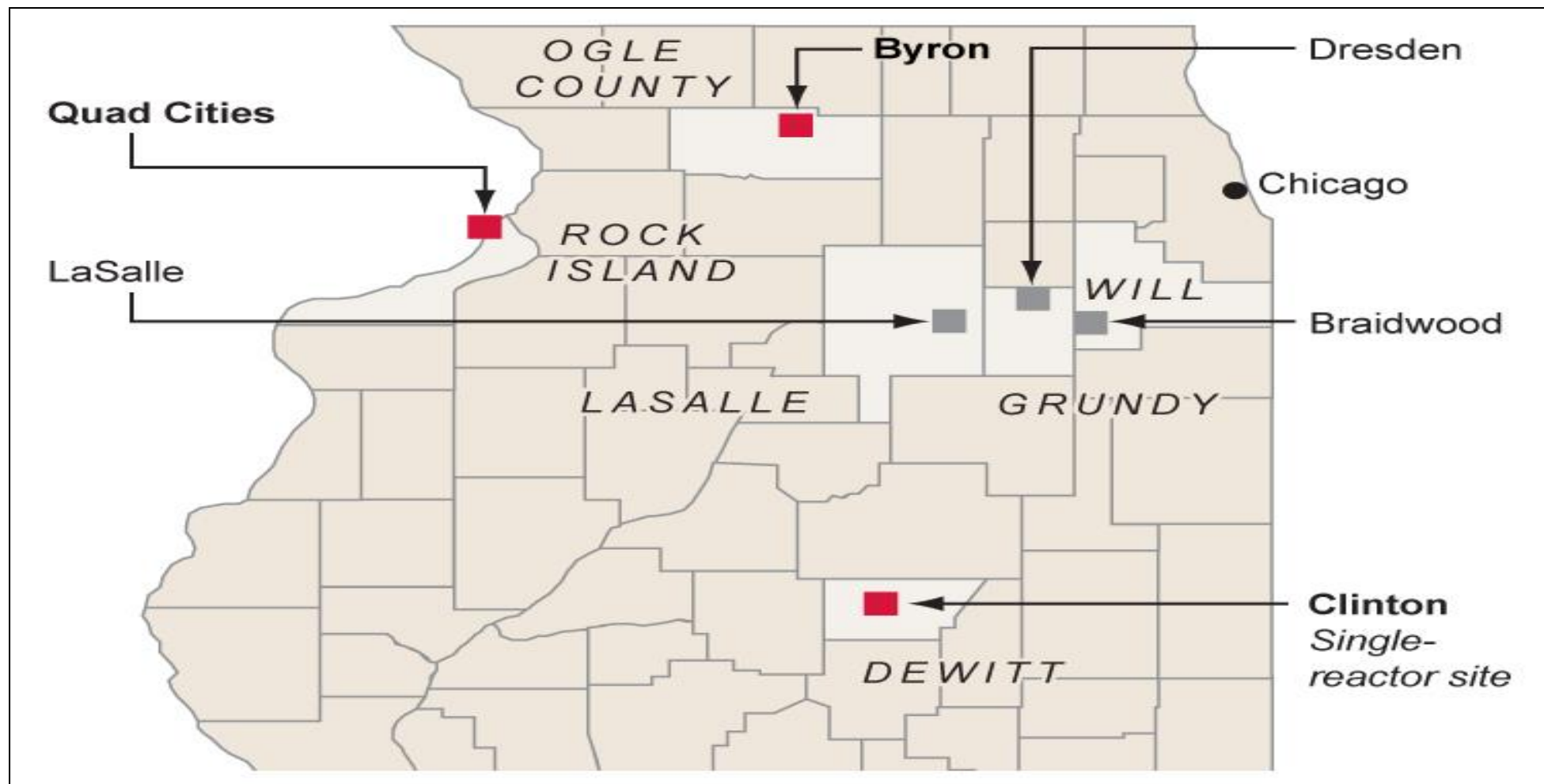
	PJM - COMED Electricity, ATC		
	CAL 2018	CAL 2019	CAL 2020
Current Price	28.15	27	26.8
Current Percentile	19%	14%	15%
Minimum Price	26.15	24.5	24.5
Date of Minimum	1/3/2017	1/2/2017	1/3/2017
% above Minimum	7.6%	10.2%	9.4%
Max Price	38.85	40.3	42.8
Date of Max	6/4/2014	6/4/2014	6/26/2013



PJM – COMED Regulatory

- Two Exelon nuclear units in the region, Clinton and Quad Cities, which were expected to be shuttered, will remain open and help limit the expected increase in electricity prices.
- Risks of higher electricity prices could result from a possible shutdown by Dynegy of their Southern Illinois coal-fired power plants in the coming years.

Nuclear Facilities in Illinois





- On Sept. 13, Staff of the Illinois Commerce Commission (ICC) recommended that the ICC approve ComEd's request) to increase its electricity delivery rates by \$99.9M (3.6 percent).
- The increased rates are needed to modernize Illinois' energy infrastructure and recover costs associated with its 2016 Smart Grid-related work, which resulted in a 44 percent reduction in outage frequency and best-in-class performance nationally.
- If approved as filed, commercial and industrial customers will see the delivery portion of their bill change anywhere from a 0.5 percent decrease to a 4.4 percent increase, depending on usage and rate class. The ICC is expected to make a decision by December 9, 2017, with new rates to become effective on January 1, 2018. (Docket No. 17-0196)

- Estimated rate impact: 0.5 percent decrease to 4.4 percent increase, depending on usage and rate class.

- Approx. effective date: January 1, 2018

Customer Information			
Customer Name:	Park Ridge CCSD 64	Phone:	847-318-4324
Contact:	Luann Kolstad	Email:	lkolstad@d64.org
Address:	164 S Prospect Avenue Park Ridge IL 60068		
Account Information			
Utility:	Comed	Estimated Volume:	5,348,599
Pricing Zone:	PJM_ComEd	Current Rate (CR):	0.0625
Acct #'s/ES#/'s	9	Est. Utility Charge:	
Pricing Type:	Indicative Refresh	Est. Bundled Rate:	0.0625
Current Provider:	Direct Energy	Est. Annual Cost:	\$334,287



Energy Advisor: Michael Skelton
 Direct Line: 713-609-9925
 Fax Line:
 Email: Michael.Skelton@Traditionenergy.com
 Creation Date: November 09,2017

Supplier Fixed Price Comparison / Savings and Budget Analysis *

Terms	12 months	24 months	36 months	48 months	60 months
Start Date	Dec-17	Dec-17	Dec-17	Dec-17	Dec-17
End Date	Dec-18	Dec-19	Dec-20	Dec-21	Dec-22
KWH Usage	5,348,599	10,697,198	16,045,797	21,394,396	26,742,995

DIRECT ENERGY	0.0639	0.0643	0.0637	0.0632	0.0629
Savings over CR	(\$7,488)	(\$19,255)	(\$19,255)	(\$14,976)	(\$10,697)
Savings %	-2.2%	-2.9%	-1.9%	-1.1%	-0.6%
Proj. Energy Budget	\$341,775	\$687,830	\$1,022,117	\$1,352,126	\$1,682,134

CREDIT: Approved SWING %: 100% PAY TERM: 15

CHAMPION ENERGY	0.0633	0.0641	0.0637	0.0634	
Savings over CR	(\$4,279)	(\$17,116)	(\$19,255)	(\$19,255)	
Savings %	-1.3%	-2.6%	-1.9%	-1.4%	
Proj. Energy Budget	\$338,566	\$685,690	\$1,022,117	\$1,356,405	

CREDIT: Approved SWING %: 100% PAY TERM: 20

SOURCE POWER & GAS	0.0636	0.0642	0.0638	0.0635	
Savings over CR	(\$5,883)	(\$18,185)	(\$20,860)	(\$21,394)	
Savings %	-1.8%	-2.7%	-2.1%	-1.6%	
Proj. Energy Budget	\$340,171	\$686,760	\$1,023,722	\$1,358,544	

CREDIT: Approved SWING %: 100% PAY TERM: 20

ENGIE RESOURCES	0.0643	0.0647	0.0642	0.0638	
Savings over CR	(\$9,627)	(\$23,534)	(\$27,278)	(\$27,813)	
Savings %	-2.9%	-3.5%	-2.7%	-2.1%	
Proj. Energy Budget	\$343,915	\$692,109	\$1,030,140	\$1,364,962	

CREDIT: Pending SWING %: 100% PAY TERM: 20

AGERA ENERGY	0.0651	0.0654	0.0651		
Savings over CR	(\$13,906)	(\$31,022)	(\$41,719)		
Savings %	-4.2%	-4.6%	-4.2%		
Proj. Energy Budget	\$348,194	\$699,597	\$1,044,581		

CREDIT: Pending SWING %: 100% PAY TERM: 30

CONSTELLATION ENERGY	0.0635	0.0640	0.0635	0.0630	0.0621
Savings over CR	(\$5,349)	(\$16,046)	(\$16,046)	(\$10,697)	\$10,697
Savings %	-1.6%	-2.4%	-1.6%	-0.8%	0.6%
Proj. Energy Budget	\$339,636	\$684,621	\$1,018,908	\$1,347,847	\$1,660,740

CREDIT: Approved SWING %: 100% PAY TERM: 20

DYNEGY	0.0649	0.0660	0.0659		
Savings over CR	(\$12,837)	(\$37,440)	(\$54,556)		
Savings %	-3.8%	-5.6%	-5.4%		
Proj. Energy Budget	\$347,124	\$706,015	\$1,057,418		
CREDIT: Pending		SWING %: 100%		PAY TERM: 20	
MP2	0.0634	0.0636	0.0631	0.0629	
Savings over CR	(\$4,814)	(\$11,767)	(\$9,627)	(\$8,558)	
Savings %	-1.4%	-1.8%	-1.0%	-0.6%	
Proj. Energy Budget	\$339,101	\$680,342	\$1,012,490	\$1,345,708	
CREDIT: Pending		SWING %: 100%		PAY TERM: 20	
IGS	0.0671	0.0678	0.0667		
Savings over CR	(\$24,604)	(\$56,695)	(\$67,392)		
Savings %	-7.4%	-8.5%	-6.7%		
Proj. Energy Budget	\$358,891	\$725,270	\$1,070,255		
CREDIT: Pending		SWING %: 100%		PAY TERM: 20	

***Does Not Include taxes**

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Account Information

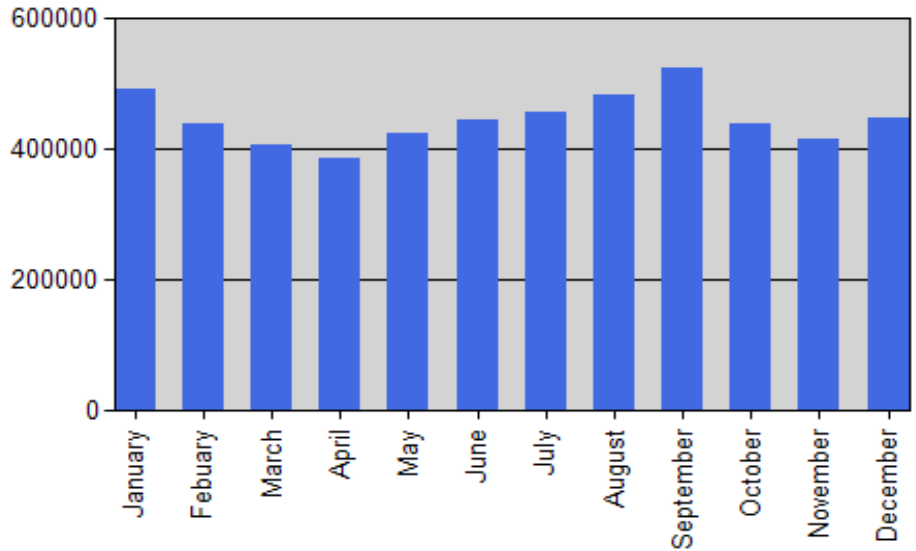
Customer Name Park Ridge CCSD 64

Annual kWh 5,348,599

No. of Accounts 9



MONTH	TOTAL (KWH)
January	491,056
February	438,762
March	405,837
April	384,478
May	422,741
June	444,606
July	455,198
August	483,306
September	524,172
October	439,318
November	413,464
December	445,661
Total	5,348,599



Account Number	Service Address	City	State	Zip	Utility / TDSP	Annual kWh	Peak kW	Load Factor
0781633001	300 N Hamlin Ave	Park Ridge	IL	60068	Comed	803,239	239	38.31%
1367073006	707 Wisner St	Park Ridge	IL	60068	Comed	471,691	222	24.3%
2543608002	1001 S Fairview Ave	Park Ridge	IL	60068	Comed	606,893	282	24.57%
2545072000	2401 Manor Ln	Park Ridge	IL	60068	Comed	663,194	254	29.81%
2797786006	8101 N Cumberland Ave	Niles	IL	60714	Comed	1,027,788	487	24.09%
2797796002	8200 W Greendale Ave	Niles	IL	60714	Comed	142,582	83	19.54%
3383820007	1500 Stewart Ave	Park Ridge	IL	60068	Comed	517,314	338	17.46%
3467501009	200 S Lincoln Ave	Park Ridge	IL	60068	Comed	995,756	338	33.63%
3467645006	164 S Prospect Ave	Park Ridge	IL	60068	Comed	120,142	40	34.29%

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Park Ridge 64 – Outlook & Recommendation



Summary

- Current electricity price levels are forcing some of the largest operators of baseload generation to operate plants at a loss, and are therefore unsustainable
- With coal generation under threat of retirement, electricity prices will be more tied to natural gas prices as it is the marginal cost setting fuel
- Natural gas prices are expected to continue to rebound off historic lows moving into 2018
- Park Ridge 64 currently has the opportunity to maintain budget levels while shedding exposure to the rising price environment

Recommendation

- Tradition sees the greatest value for Park Ridge 64 being in the longer term options offered from suppliers with flexible contract language – 48 month from MP2 or 60 month from Constellation
 - These longer term options allow for a lower budget relative to the shorter terms
 - The District will be shedding significant risk to know factors driving price increases in the forward market
 - Flexible contract language offered will allow the District's usage to vary without penalty. This will be important for potential weather driven increases or efficiency driven decreases



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Regional Market Outlook

Park Ridge CCSD 64

October 2017

Approval of Recommended Personnel Report

ACTION ITEM 17-11-4

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:

Alyssa DeBartolo	Employ as Lunch Program Supervisor at Washington School effective October 24, 2017 - \$14.00 hr.
Jaclyn Martinez	Employ as Special Education Teaching Assistant at Roosevelt School effective October 24, 2017 - \$15.65 hr.
Stephanie Sosa - Rosales	Change of assignment from 12-Month Level III Secretary for Student Services at ESC to 12-Month Level V Secretary for the Director of Student Services at ESC - effective November 6, 2017 - \$21.12 hr.
Ed Callahan	Change of FTE from (.50) Special Education Teaching Assistant at Franklin School to Fulltime Special Education Teaching Assistant at Franklin School effective November 6, 2017 - \$15.65 hr.
Abbey Drevline	Resign as Special Education Teacher at Washington School effective November 8, 2017.
Jane Boyd	Retire as Director of Student Services effective December 1, 2017.
Nancy Jensen	Retire as District Speech Language Pathologist effective June 2019.
Owen Brautigam	Terminate as District Night Custodian effective November 13, 2017.

Consent Agenda

ACTION ITEM 17-11-5

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of November 13, 2017 which includes Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending October 31, 2017 and Destruction of Audio Closed Minutes.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/13/17

APPROVAL OF BILLS AND PAYROLL

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

Bills

10 - Education Fund -----	\$ 838,954.10
20 - Operations and Maintenance Fund -----	\$ 140,877.34
30 - Debt Services -----	\$ 2,879,036.80
40 - Transportation Fund -----	\$ 329,140.42
50- Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 41,675.00
61 - Capital Projects - 2017 Debt Certificates -----	\$ 4,776.91
80 - Tort Immunity Fund -----	\$ -
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 128583 - 128743

Total: \$ 4,234,460.57

Payroll and Benefits for Month of October, 2017

10 - Education Fund -----	\$ 4,120,368.52
20 - Operations and Maintenance Fund -----	\$ 228,700.33
40 - Transportation Fund -----	\$ 984.10
50 - IMRF/FICA Fund -----	\$ 82,453.58
51 - SS/Medicare -----	\$ 94,648.38
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 13599 - 13666

Direct Deposit: 900123371 - 900125009

Total: \$ 4,527,154.91

This Report Can be Viewed on the

[Financial Data Current](#)

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Brian Imhoff, Assistant Chief School Business Official

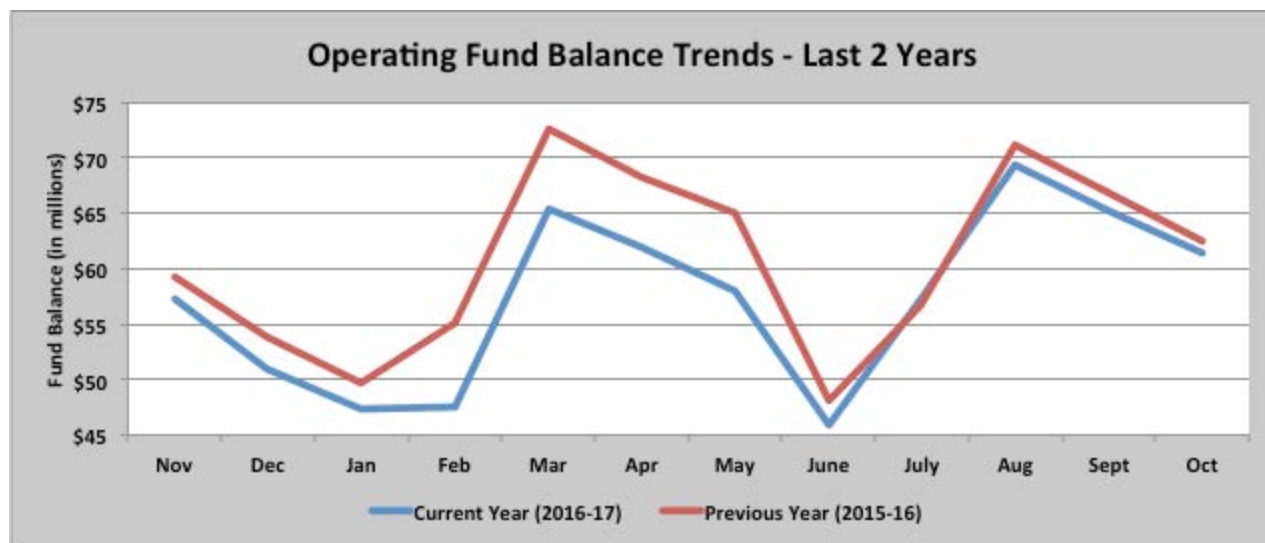
Date: November 13, 2017

Subject: Financial Update for the Period Ending October 31, 2017

Attached for your review are the following reports as of October 31, 2017:

- Fund Balance Report
- Revenue Summary Report
- Expenditure Summary Report
- Other Financing Sources/Uses Summary Report

Fund balance in the Operating Funds decreased \$3.7 million in October to a total of \$61.5 million. The graph below shows a comparison of monthly fund balances over the last two years. The spikes in fund balance during July/August and March represent the District's property tax collections, which make up approximately 85% of the District's total annual revenues. It's very important for school districts to maintain fund balance reserves that are sufficient to cover operations in between those months, particularly during the fall/winter when revenues are scarce.



The most recent 12-month period followed a similar trend as the preceding year. Some notable exceptions are:

- November – Fund balance in the current year (blue line) took a sharper dip because the salaries from the PREA contract ratified in September 2016 were implemented. November 2016 also included a catch-up payroll payment that made the salaries retroactive to the start of the school year.

- February – Fund balance in the current year (blue line) remained flat instead of increasing because the Board approved a resolution in February 2017 to transfer \$4.5 million of fund balance out of the Operating Funds to fund capital projects.
- June – Fund balance in the previous year (red line) experienced a steeper decline because the Board approved a resolution in June 2016 to transfer \$5.5 million of fund balance out of the Operating Funds for 2016 summer projects.

From a macro-level perspective, the District's fund balance in the Operating Funds as of October 31, 2017, was only \$1 million less than the prior October even though \$4.5 million was transferred out of fund balance reserves for capital projects during the year. This is a testament to the District's commitment to contain costs and operate within its means.

Revenue Summary - October

Total revenue for the District was 45% of budgeted revenues as of October 31st. This is comparable to last year's pace (43%).

Property tax collections were minimal in October. However, the County issued another \$197,000 of property tax refunds for previous tax years bringing the total to \$665,000 this fiscal year. The refunds are a direct reduction of the District's revenue and are substantially higher than at this point last year (\$109,000). This demonstrates that property owners in the area are filing more appeals to seek tax relief.

The District received almost \$1.1 million of State revenue in October. In the last week of October, the State Comptroller released the final outstanding 2016-17 categorical payments for special education and transportation (totaling \$763,000). The Comptroller has now turned her sights to the current year and announced she hopes to make the first two categorical payments for 2017-18 by the end of December. District 64 conservatively budgeted to receive no 2017-18 categorical payments this fiscal year based on the State's history of late payments, so any additional revenue in the next few months will be a favorable budget variance and an increase to the bottom line. The Business Office remains cautiously optimistic regarding the latest news from the Comptroller.

On the other hand, legislation for a property tax freeze has resurfaced in Springfield. A property tax freeze would impose a 0% increase on the District's tax extension for the Operating Funds. The current draft of the bill proposes to freeze extensions for the 2017 and 2018 tax levies. If this version of the bill were passed, the District's main source of revenue would be significantly impacted beginning in 2018-19. Although discussions are still preliminary, the District is closely monitoring the situation and planning for the impact of a potential freeze.

Expenditure Summary - October

After four months of activity (or 33% of the fiscal year), the District has expended 27% of its overall budget. It is customary for spending to run behind the average monthly budget pace because the first payroll for ten-month employees (teachers, teacher assistants, etc.) does not occur until late August.

Table 1 below shows the year-to-date percentage of the payroll budget (salaries and benefits) that has been spent after each month as compared to last year. Total payroll expenditures are trending as projected in the budget with no major anomalies.

Table 1: Payroll Expenditures

Month	YTD Percent of Budget Spent	
	2017-18	2016-17
October	21%	20%
September	13%	13%
August	6%	6%
July	1%	1%

Table 2 displays the cumulative percentage of the accounts payable budget (purchased services, supplies, equipment, etc.) that has been spent after each month versus last year.

Table 2: Accounts Payable Expenditures

Month	YTD Percent of Budget Spent	
	2017-18	2016-17
October	41%	35%
September	34%	29%
August	27%	23%
July	14%	14%

Accounts payable spending is running ahead of last year’s budget pace for two reasons. A larger share of the construction budget was expended at the beginning of 2017-18. The District’s capital project work from the summer of 2017 is being completed and paid out at a faster rate than 2016. This year’s expenses include final payouts for work done during the 2016-17 fiscal year, so last year’s construction budget was underspent. Secondly, one of the schools that the District uses to outplace special education students charged the full year of tuition upfront for the first time this year. This shifted about \$400,000 of expenses to August that had previously been paid evenly throughout the year. Despite the quicker pace, total expenditures in all funds are in line with the budget as of October.

Other Financing Sources/Uses Summary – October

Other Financing Sources/Uses consist of transfers made between funds. All interfund transfers require Board approval. There has been no activity in the other financing sources/uses accounts so far this year.

If you have any questions about the Financial Report, please contact Dr. Heinz or myself.

Park Ridge - Niles School District 64
Fund Balance Report for the Period Ending October 31, 2017

Fund	Unaudited Fund Balance June 30, 2017	2017-18 Fiscal Year to Date Revenues	2017-18 Fiscal Year to Date Expenditures	Excess / (Deficiency) of Revenues Over Expenditures	2017-18 Other Financing Sources/Uses	Unaudited Fund Balance October 31, 2017
(10) Education	\$ 26,522,419	\$ 26,824,821	\$ 14,409,288	\$ 12,415,533	\$ -	\$ 38,937,952
(20) Operations & Maintenance	\$ 8,559,168	\$ 2,914,216	\$ 1,823,089	\$ 1,091,127	\$ -	\$ 9,650,295
(40) Transportation	\$ 2,800,917	\$ 2,257,278	\$ 633,892	\$ 1,623,386	\$ -	\$ 4,424,303
(50) Retirement (IMRF)	\$ 832,865	\$ 406,320	\$ 263,611	\$ 142,709	\$ -	\$ 975,574
(51) Retirement (Social Security)	\$ 338,377	\$ 768,106	\$ 283,033	\$ 485,073	\$ -	\$ 823,450
(70) Working Cash	\$ 5,913,179	\$ 285,472	\$ -	\$ 285,472	\$ -	\$ 6,198,651
(80) Tort Immunity	\$ 911,192	\$ 186,103	\$ 642,706	\$ (456,603)	\$ -	\$ 454,589
Total Operating Funds	\$ 45,878,117	\$ 33,642,316	\$ 18,055,619	\$ 15,586,697	\$ -	\$ 61,464,814
(60) Capital Projects	\$ 4,051,425	\$ 13,571	\$ 338,796	\$ (325,225)	\$ -	\$ 3,726,200
(61) Capital Projects - 2017 Debt Certificates	\$ 8,985,462	\$ 21,528	\$ 3,370,406	\$ (3,348,878)	\$ -	\$ 5,636,584
(30) Debt Service	\$ 3,984,231	\$ 1,345,640	\$ 201,937	\$ 1,143,703	\$ -	\$ 5,127,934
Total Non-Operating Funds	\$ 17,021,118	\$ 1,380,739	\$ 3,911,139	\$ (2,530,400)	\$ -	\$ 14,490,718
Total All Funds	\$ 62,899,235	\$ 35,023,055	\$ 21,966,758	\$ 13,056,297	\$ -	\$ 75,955,532

This Report Can be Viewed on the

[Financial Data Current](#)

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

April 25, 2016
and
May 9, 2016

Background

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

Approval of Minutes

ACTION ITEM 17-11-6

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Regular Board Meeting on October 23, 2017; the Committee of the Whole: Update on Strategic Plan, Balanced Scorecard, Curriculum and Tech on October 10, 2017 and the Special Board Meeting on October 10, 2017

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

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**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 6:30 p.m.
October 23, 2017
Franklin School - Gym
2401 Manor Lane, Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:01 p.m. Other Board members in attendance were Eastman Tiu, Rick Biagi, Tom Sotos, and Larry Ryles. Board members Mark Eggemann and Fred Sanchez arrived during the closed session. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent Joel T. Martin, Public Information Coordinator Bernadette Tramm, Board legal counsel Tony Loizzi of Hodges, Loizzi, and one member of the public.

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

The agenda and all reports for this meeting are also available on the website noted above. Or, reports may be obtained through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

At 6:02 p.m., it was moved by Board President Borrelli and seconded by Board member Sotos 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: Tiu, Biagi, Borrelli, Sotos, Ryles

NAYS: None.

PRESENT: None.

ABSENT: Eggemann, Sanchez

The motion carried.

The Board adjourned from closed session at approximately 6:40 p.m. In addition to those mentioned above, also present were Assistant Superintendent for Student Learning Lori Lopez, Director of

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Innovation and Instructional Technology Mary Jane Warden, Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, and approximately 20 members of the public.

Board President Borrelli provided an update on the status of negotiations with the Support Staff Council (SSC). He reported that the outcome of the most recent meeting between Board representatives and those of the SSC held on October 12 was an offer of non-binding mediation facilitated through a federal mediator. He stated that the Board continues to reach out and work with the SSC in hopes of completing this negotiation, and noted that the groups are scheduled to begin mediation on November 28 with the help of the appointed federal mediator.

Speaking on behalf of the Board, Board President Borrelli extended appreciation to all principals and assistant principals in honor of Principal Appreciation Month in October for their skills and leadership at the building level to create successful learning environments for all District 64 students.

PLEDGE OF ALLEGIANCE AND WELCOME TO FRANKLIN SCHOOL

Franklin Principal Claire Kowalczyk, joined by Assistant Principal Emily Lech, welcomed the Board to Franklin, and led the Pledge. She introduced a short video describing the Second Step curriculum, which introduces a weekly social emotional learning topic to build capacity among students to reinforce their skills, and then followed with a short video tour of the newly renovated Learning Resource Center that was undertaken in summer 2017 and included collaboration with the Franklin PTA, the Elementary Learning Foundation, and a gift from retired teacher Pat Brennan. Board President Borrelli thanked Dr. Kowalczyk for the warm welcome to the school.

PUBLIC COMMENTS

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

- Charlie Monical, a Maine South student; George Monical, his father; and Ginger Pennington, District 64 parent, each individually addressed the Board with their concerns regarding the planned introduction of School Resource Officers in a pilot program at the middle schools later in 2017-18.
- Meg Strotman, Roosevelt parent, addressed the Board in support of the proposed summer 2018 project at Roosevelt School.

CONTINUED DISCUSSION ON TAX LEVY AND RECAP OF FINANCE FORUM (9/28/17)

CSBO Kolstad presented the highlights of informational talks originally offered to the community, called "Demystifying School Finance: State and Local," which District 64 had co-hosted with local community groups in September. She focused her presentation on property taxes, and provided a review of the elements that District 64 can and cannot control on local property tax bills, and then reviewed the relationship between the Equalized Assessed Valuation (EAV), the Consumer Price Index (CPI), and the tax rate. She provided a five-year history of a home in District 64 and reviewed the relationship of homeowners' EAV to District 64's EAV, and also provided a comparison of the EAV between District

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64 and neighboring Des Plaines District 62 with its substantial commercial, industrial and railroad properties. Turning to real estate collection rates, CSBO Kolstad provided a 10-year look back. She then reviewed how the Cook County Clerk applies a 3% lost and cost factor to the operating funds, and the impact that is affected by the tax cap limiting rate. She also reviewed how a 5% lost and cost factor is applied differently to the debt service for the District's bonds. Board members, legal counsel Tony Loizzi and CSBO Kolstad then engaged in further discussion about lost and cost in the operating funds, and the possibility of reducing the amount that the County Clerk would apply to District 64 for the 2017 operating funds levy. The discussion of this topic will be continued at an upcoming meeting.

RESOLUTION # 1192 TO APPROVE 2017 PROPOSED TENTATIVE TAX LEVY AND ESTABLISHMENT OF PUBLIC HEARING

CSBO Kolstad noted that the Board at the October 10, 2017 meeting had reviewed the administration's recommendation for the 2017 tax levy in depth. She again reviewed her written report and spreadsheets that recommend that the Board adopt a tentative levy of 4.95%, which will provide room for the District to collect all property tax revenues that are statutorily available in 2017. She reaffirmed that no matter how high the levy request is for 2017, District 64 would receive only a 2.1% increase plus the taxes associated with new construction due to the provisions of the Property Tax Extension Limitation Law (PTELL) tax cap. CSBO Kolstad reported that in response to Board member questions, she had calculated that the impact of not levying a 2.1% increase would result in a loss of \$14 million in revenue over 10 years. She confirmed that the adoption of the tentative levy tonight would allow the District to establish a public hearing date, and that the final levy would not be adopted until the meeting on December 11, 2017 providing additional time to make adjustments to the levy following further discussion of the lost and cost provisions.

ACTION ITEM 17-10-2

It was moved by Board President Borrelli and seconded by Board member Tiu that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve Resolution #1192 Proposed Tentative Tax Levy and Establishment of Public Hearing.

The votes were cast as follows:

AYES: Sanchez, Ryles, Borrelli, Eggemann, Tiu

NAYS: Biagi

PRESENT: Sotos

ABSENT: None.

The motion carried.

DISCUSSION ON RETA SECURITY REPORT AND SECURE VESTIBULES

Building on a report from Dr. Heinz at the September 25, 2017 regular Board meeting detailing improvements in safety and security undertaken in District 64 since 2013, the District's security consultant Paul Timm provided additional perspectives about his original 2013 RETA Security Report

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focusing on deterrence, detection, delay and response. He summarized the many items included in recommendations in those four broad areas, and noted that the District had then prioritized its upgrades to implement no cost or low cost recommendations and make other investments each year on higher cost recommendations, such as secure vestibules to add layered security. He then confirmed for the Board that the two areas that offer the greatest protection are: access control -- who is in our buildings and where are they; and communications -- can we get help right away and can we get notifications. Mr. Timm reported on limited scope performance testing by unannounced visits to schools in late 2016 and spring 2017 to gain access. He reviewed how the testing was conducted and the results of both tests, which resulted in his team gaining entry to all schools except those with secure vestibules. Dr. Heinz noted that one of the recommendations from the 2013 study was to enhance training and preparedness of employees, which the District has done through its partnership with the Northeastern Illinois Public Safety Training Academy (NIPSTA), and continued expectations of accountability of all staff of the District's security practices regarding entry doors. In response to Board member questions about the current trends in the field of security since his 2013 study, Mr. Timm noted that interoperability of communication with local law enforcement has advanced and that great improvements in video surveillance also have been made. CSBO Kolstad reported on the expanded incident command training of the building and District crisis teams this year and on research being conducted to recommend a new radio system for the schools. Dr. Heinz reiterated that as Mr. Timm recommended, adding secured vestibules at all schools would provide access control and layered security for students and staff.

QUESTIONS, REFINEMENTS & APPROVAL TO BID 2018 SUMMER FACILITY PROJECTS

CSBO Kolstad, Studio GC architect Rick Petricek, and Facility Management Director DeGeorge presented the summer 2018 facility projects. CSBO Kolstad provided information from Studio GC about the impact of the prevailing wage, and that based on a list of assumptions, Studio GC had estimated a 9.3-9.6% premium over private sector counterparts on only the labor portion of facility projects, not for materials. Turning to the 2018 summer projects, Dr. Heinz confirmed that the District continues to provide resources for student learning and curriculum resources, but that facility improvements are also needed to bring facilities up to required Health Life Safety standards and to maintain a safe, warm and dry school environments that also will support future ready learning and teaching. She emphasized that over past decades, the District had delayed facility investments, which is adding to the current facility needs that must be addressed as guided by the Health Life Safety (HLS) survey and Master Facilities Plan (MFP) completed in 2014-15.

CSBO Kolstad noted that the Board at the September 28, 2017 special meeting had reviewed the complete HLS survey and MFP in depth, and that the Board had the opportunity at the October 10, 2017 meeting to tour the proposed areas at Roosevelt School recommended for updating in summer 2018 and to discuss the entire recommended slate of summer 2018 projects. The team and Board then reviewed and discussed in detail again each line item in the summer 2018 proposal, as provided in the written report and spreadsheets. Team members provided clarifying information to Board member questions throughout this careful review. CSBO Kolstad also confirmed that the total estimated project cost for the

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proposed work would be \$8,477,076, and that the goal would be to utilize funds the District has already obtained from the issuance of the Debt Certificates in spring 2017 and from the remaining funds from the \$10 million moved from Working Cash in 2016. The team recommended moving forward to prepare bid specifications and plans for the bidding process, which would allow the District to be out to bid with most of the projects in late November, with the Roosevelt classroom and main office relocation in mid-January. They confirmed this timeline would allow for competitive bids to be received early in the bidding season and also reflects the significant lead time required on different supplies used during the construction projects. It was agreed that the Educational Service Center (ESC) proposed entryway project be listed as an alternate in the bid package, which would allow additional time to evaluate the continued use of the ESC over the longer term.

ACTION ITEM 17-10-3

It was moved by Board member Sotos and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve preparing bid documents for:

1. Summer 2018 Health Life Safety (HLS) Projects
2. Summer 2018 Critical Infrastructure Category 2 Projects
3. Summer 2018 Critical Infrastructure Category 3 Projects
4. Summer 2018 Capital Projects:
 - a. Roosevelt Classroom and Main Office Relocation
 - b. Roosevelt Secure Vestibule
 - c. Roosevelt Learning Resource Center
 - d. Carpenter Learning Resource Center
 - e. Lincoln Mechanical Equipment.

Board President Borrelli invited comment from members of the public; none were received.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

Following a short break, the meeting resumed at 9:46 p.m.

SUPERINTENDENT EVALUATION / GOAL OVERVIEW

Dr. Heinz noted that annually, her evaluation tool is updated to reflect areas of focus as identified within the corresponding year of the District 64 *2020 Vision* Strategic Plan, to include roles and responsibilities outlined in her job description as well as critical standards for leaders. She reported that the tool was

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created on her arrival in District 64 in 2014-15, and that it is based on a key document created by the Illinois Association of School Boards (IASB) -- “The Superintendent Evaluation Process: Strengthening the Board-Superintendent Relationship” -- as well as a Leadership Standards document created by the Interstate Educational Leadership Policy Standards (ISLLC). Dr. Heinz reported that ISLLC had identified six standards, and that the Board added a seventh to reflect the importance of communications. Dr. Heinz confirmed that she reports mid-year and at year-end on the Strategic Plan, and that the balanced scorecard is utilized to track a variety of metrics as evidence for progress on the six strategic objectives in the plan. Dr. Heinz and the Board then discussed the draft evaluation tool, and carefully reviewed the evidence to be provided for each standard area, including: Vision; Learning and Instruction; Organization, Finance and Facilities; Ethics; Social and Political Environments; Policy and Governance; and Communication and Community Relations. Dr. Heinz and the Board discussed various additional items of evidence to be included as each area was addressed. She also provided clarifying information in response to Board member questions about her job description and contract. Dr. Heinz confirmed that the draft will be updated to reflect these changes, and that it would be used as her evaluation tool for the remainder of the 2017-18 school year.

APPROVAL OF POWERSCHOOL UNIFIED CLASSROOM, ASSESSMENT, AND ANALYTICS SYSTEM

Innovation and Technology Director Warden reviewed the written report and recommendation to purchase PowerSchool Unified Classroom, Assessment and Analytics System. She confirmed that the trio of systems would provide a single dashboard for teachers to assess their students’ learning progress through assignments, common assessments, and benchmark data. She described the search and decision-making process undertaken to identify a replacement for the previous data warehouse, called Inform, that is being retired. She also pointed out that the transition to Unified Classroom is expected to be smooth, as the District already uses PowerSchool for our student information system, parent portal, and the online registration system since Infosnap recently merged with PowerSchool. She responded to Board member questions about various features of each system, the ways they would be utilized, and the impact on student learning. Director Warden confirmed that based on the groundwork and development over the past two years, staff members are now ready to move into the next step of utilizing data even more fluidly to impact their instruction and student learning. Dr. Heinz also affirmed that data is being used to drive instruction across the District and that these new tools will make it possible to do so much more efficiently and effectively.

Turning to the proposal, Director Warden recounted the analysis process that included a review of multiple products and pricing for several alternatives, and noted that the final pricing included a discount for the three-year term. In response to further Board member discussion, she noted that the final pricing in the Board action tonight includes a further discount for the annual quote from the pricing included in the October 10, 2017 memo of information previously provided to the Board. She noted that CSBO Kolstad had already included the expenditure in the 2017-18 budget adopted by the Board.

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ACTION ITEM 17-10-4

It was moved by Board President Borrelli and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the 3-year contract for the PowerSchool Unified Classroom, Assessment, and Analytics System with an annual license cost of \$29,920.80 and one-time implementation cost of \$15,400.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

By consensus, the Board reordered the agenda to advance Other Discussion and Items of Information.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reviewed the upcoming agendas and changes to the start times based on tonight's meeting. She also reviewed current FOIA requests. She reported that Friday, October 20 was designated as Principal Appreciation Day in District 64, and added her praise and thanks to building administrators for their outstanding leadership. She noted that the Elementary Learning Foundation was planning its first Halloween Hustle 5k run/walk fundraiser on October 28, 2017, and that she and Board member Ryles had attended the IASB North Cook Division meeting on October 18, 2017 that focused on the "Art of School Boarding," and encouraged Board members to consider attending the spring meeting. Dr. Heinz reported that an encore presentation on vaping and other teen behaviors had been scheduled with MCYAF and the Park Ridge Police for November 14, 2017. She further reported that the state was releasing the fourth quarter 2016-17 fiscal year mandated categorical payments, which the District had not anticipated receiving.

Dr. Heinz then reported that slow but steady progress was being made on developing the various Intergovernmental Agreements (IGA) needed to support the introduction of a pilot program on School Resource Officers (SRO) in the two middle schools. She noted that Niles Police Department had conducted SRO training for officers from both Niles and Park Ridge recently, and that the middle schools continue to prepare for the launch of the program once the agreements are in place. Dr. Heinz noted that drafts are being reviewed by the police departments in both communities, and that their comments will have to be addressed once the drafts are returned. Board members and Dr. Heinz discussed the timeline for the Board's review of the draft agreements possibly in November or December; Mr. Loizzi, the Board's legal counsel, affirmed that it is preferable for the other parties to have discussed and approved the agreement prior to its consideration by the District 64 Board. Board members noted that community members would have opportunities to learn about and comment on the proposed IGAs at the board levels in Niles, Park Ridge and in District 64. Mr. Loizzi and Dr. Heinz provided insights into the resources being used to draft the agreement and incorporate best practices into

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the pilot program. Board members then discussed other ways to engage community stakeholders on the topic, such as forming a committee; Mr. Loizzi pointed out that any such engagement would best be focused not on the legal IGA itself, but rather on gathering points of view regarding the philosophy and major tenants of the SRO program. The Board agreed to continue discussion at the November 13, 2017 meeting.

APPROVAL OF RECOMMENDED PERSONNEL REPORT

Board President Borrelli stated 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.

Personnel Report

Jillian Coen - Employ as 10-Mo Secretary Level IV at Lincoln School beginning October 25, 2017 - \$18.65 hr.

Lisa Nixon - Resign as Special Education Teaching Assistant at Roosevelt School effective October 20, 2017.

Amy Walker - Resign as Level V Secretary for Student Services at ESC effective October 20, 2017.

Kia London - Revision from August 28, 2017 Personnel Report - Leave of Absence Request, Maternity – (.54) FLES Teacher at Carpenter School effective January 8, 2018 – February 26, 2018 (tentative).

ACTION ITEM 17-10-5

It was moved by Board member Eggemann and seconded by Board member Tiu 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:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

CONSENT AGENDA

A. Bills, Payroll and Benefits

Bills

10 - Education Fund-----	\$1,317,337.97
20 - Operations and Maintenance Fund -----	190,680.56
30 - Debt Services-----	6,117.48

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40 - Transportation Fund -----	474,317.57
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	338,796.30
61 - Capital Projects - 2017 Debt Certificates -----	44,929.47
80 - Tort Immunity Fund -----	910.70
90 - Fire Prevention and Safety Fund -----	-
Checks Numbered:128363-128579	Total: <u>\$2,373,090.05</u>

Payroll and Benefits for Month of September, 2017

10 - Education Fund-----	\$3,991,187.26
20 - Operations and Maintenance Fund -----	232,717.45
40 - Transportation Fund -----	984.10
50 - IMRF/FICA Fund -----	80,436.12
51 -SS/Medicare -----	90,917.75
80 - Tort Immunity Fund -----	-
Checks Numbered:13528-13597	Total: <u>\$4,396,242.68</u>
Direct Deposit: 900121815 – 900123370	

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

B. Approval of Financial Update for the Period Ending September 30, 2017

The monthly Financial Update can be viewed on the District 64 website www.d64.org > Departments > Business Services.

C. Destruction of Audio Closed Minutes

ACTION ITEM 17-10-6

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 Consent Agenda of October 23, 2017 which includes Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending September 30, 2017; and Destruction of Audio Closed Minutes.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

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The motion carried.

APPROVAL OF MINUTES _____

ACTION ITEM 17-10-7

It was moved by Board member Eggemann and seconded by Board member Biagi that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Regular Board Meeting on September 25, 2017; Committee of the Whole: IASB Starting Right Workshop on September 25, 2017; Committee-of-the-Whole: Facilities on September 18, 2017; Special Board Meeting on September 18, 2017; and Closed Session Meeting on August 14, 2017.

The votes were cast as follows:

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

NAYS: None.

PRESENT: Sotos

ABSENT: None.

The motion carried.

ADJOURNMENT

At 11:28 p.m., it was moved by Board President Borrelli and seconded by Board member Sanchez to adjourn.

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

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**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting held at 8:00 p.m.
October 10, 2017
Roosevelt School - North Gym
1001 S. Fairview, Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:10 p.m. Other Board members in attendance were Tom Sotos, Larry Ryles, Rick Biagi, Mark Eggemann, and Eastman Tiu. Board member Fred Sanchez arrived during the building tour at 8:10 p.m. Also present were Superintendent Laurie Heinz, Assistant Superintendent Joel T. Martin, Chief School Business Official Luann Kolstad, Director of Student Services Jane Boyd, Public Information Coordinator Bernadette Tramm, legal counsel Tony Loizzi, 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>.

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

At 6:11 p.m., it was moved by Board President Borrelli and seconded by Board member Eggemann to adjourn to closed session to discuss the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2(c)(10)], and litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes [5 ILCS 120/2(c)(11)].

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Sanchez

The motion carried.

The Board adjourned from closed session at approximately 6:40 p.m. 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, and two members of the public.

Board President Borrelli provided an update on the status of negotiations with the Support Staff Council. He announced that the next negotiating meeting would be on Thursday, October 12 and noted that the hope is to finalize the negotiations but that more work may need to be done.

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Board President Borrelli then convened a Committee-of-the-Whole: Update on Strategic Plan, Balanced Scorecard, Curriculum and Tech. At 7:56 p.m., the Board adjourned from the Committee-of-the-Whole: Update on Strategic Plan, Balanced Scorecard, Curriculum and Tech and resumed the special Board meeting. In addition to those mentioned above, also present were Director of Facility Management Ron DeGeorge and approximately 10 members of the public.

The Board agreed by consensus to conduct the Pledge prior to the facility tour on the agenda.

PLEDGE OF ALLEGIANCE

Board member Larry Ryles led the Pledge.

TOUR AND RECAP OF ROOSEVELT SCHOOL PROPOSED SUMMER 2018 PROJECTS

Roosevelt Principal Kevin Dwyer led a guided walking tour of the north end and main corridor of the school for the Board and public in attendance. He pointed out the specific classrooms and areas that would be renovated by the proposed summer 2018 project at Roosevelt that will enhance various learning environments and improve the direct supervision, safety and efficiency of day-to-day operations. Dr. Dwyer, Facility Management Director DeGeorge, Studio GC architect Rick Petricek, CSBO Kolstad and Dr. Heinz responded to numerous questions along the route. Upon return to the north gym, Dr. Dwyer enumerated the specific improvements to the learning environment as contained in his written report and also shared the schematic drawings of the areas to be renovated. Board members and the team continued to discuss the major components of the proposal, including: moving several grade level classrooms to create a Kindergarten/grade 1 “primary wing” along the main hallway; grouping music classrooms together in the same wing near the auditorium performance space; moving the school office to vacated classrooms within the existing building footprint and creating a secure vestibule at the adjacent main entry, which would be shifted north along Prospect closer to Albion; and other related improvements.

CSBO Kolstad, Facility Management Director DeGeorge and Mr. Petricek then provided a detailed review of the complete slate of proposed summer 2018 projects across District 64 from the Health Life Safety and Facilities Master Plan, with a total project cost of almost \$8.5 million, including: Health Life Safety category B required of \$635,512; critical infrastructure 2 (recommended) of \$5,390,945; critical infrastructure 3 of \$98,180; and other capital projects of \$2,352,438. The work at each school was detailed and discussed, with the primary focus on the most significant investments: roofing at Franklin and Emerson; site detention/drainage and asphalt at the Emerson/Jefferson campus; asphalt at Washington; mechanical equipment at Lincoln; tuck pointing at two schools; updating of the Carpenter Learning Resource Center (LRC); the Educational Service Center entryway; and the extensive work at Roosevelt including water piping and other HLS projects, improvements to its LRC, and the other enhancements to its learning environment in combination with a reconfigured office/secure vestibule. In response to Board member questions, Mr. Petricek confirmed that the cost of the secure vestibule at Roosevelt would be just over \$90,000, when undertaken in conjunction with the proposed reconfigured

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office. The team also pointed out that the District has begun discussions with the Village of Niles concerning the Emerson/Jefferson campus asphalt work on parking areas to determine what detention work may be needed as the scale of the work becomes clearer.

CSBO Kolstad confirmed that the recommended timeline would be for the Board to vote at the October 23, 2017 regular meeting on taking the next step to prepare bid documents for the summer 2018 slate of projects.

PUBLIC COMMENTS

Board President Borrelli invited comments from members of the public, which were received as follows:

- Nicole Azark, a Roosevelt teacher, addressed the Board about the need for adding security features to Roosevelt and shared her personal experience with school violence as a student in Winnetka in May 1988.
- Teddy Giannopoulos, a long-time Roosevelt neighbor, addressed the Board regarding safety concerns related to vehicle traffic and the potential for improvements with the proposed shift northward of the main entrance.
- Annette McMillan, a long-time Roosevelt neighbor, addressed the Board regarding concerns related to drivers not following safety rules and being disrespectful of neighbors' access.
- Marge Gillespie, a Roosevelt neighbor, expressed concerns about traffic congestion related to the before and after school Beyond the Bell program and possible relocation of the drop off/pick up location for it.
- Sue Henley, District 64 parent, addressed the Board on suggestions to improve communications with parents and community members.

Board President Borrelli then polled the Board on whether legal counsel Tony Loizzi should remain at the meeting. The consensus of the Board was that the remaining agenda items would not require counsel's presence; Mr. Loizzi departed the meeting.

REVISIT LONG-RANGE FINANCIAL PROJECTIONS

CSBO Kolstad noted that every major financial decision that the Board considers typically involves reviewing financial projections to see what the long-term impact may be. She reviewed the individual revenue and expenditure assumptions within the financial projections that track the District's expected operating fund balance for future years. For the levy, she confirmed that the projection includes levying what the District is entitled to receive each year under the PTELL tax cap, along with new construction. She also pointed out that on the expenditure side, a potential pension cost shift of 0.5% of certified staff salaries for the first year, increasing 0.5% annually, is built into the projections as a conservative approach to the forecast. Following this review, CSBO Kolstad confirmed that the District ended the 2016-17 fiscal year with a total Operating Funds balance of \$45.9 million or 64.7%. She pointed out that based on current assumptions, the projections indicate the Board will not only meet its promise to taxpayers as part of the 2007 referendum to not request additional operating rate referendum funding for

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at least 10 years, but extend it to at least the 2020-21 fiscal year. During the ensuing discussion with Board members, CSBO Kolstad estimated that the impact of the Collective Bargaining Agreements with teachers was a savings of \$2.6 million over three years. She noted that ideally the District could potentially continue staving off an operating rate referendum by keeping salary increases in line with the annual tax cap limitations and by maintaining its fiscal discipline over other spending. She noted, however, that the many questions regarding state and federal funding mean that the forecasts must be considered only estimates based on these current assumptions and information.

DISCUSSION OF THE LEVY PROCESS AND DISTRICT 64 2017 LEVY

CSBO Kolstad presented an overview of the tax levy process and the impact of the Property Tax Extension Limitation Law (PTELL) “tax cap” in Cook County, which limits the increase in the District’s property tax extension to 5% of the increase in the Consumer Price Index - All Urban Consumers (CPI-U), whichever is less. CSBO Kolstad reported that the prior year Consumer Price Index, Urban (CPI-U) was 2.1%, which means that no matter how large the levy request is for 2017, District 64 will only receive a 2.1% increase plus the taxes associated with new construction as allowed by the tax cap.

For 2017, CSBO Kolstad recommended that the Board adopt a 4.95% levy request, based upon the increase in the CPI-U of 2.1% and the projected increase in new property EAV, which she estimated may add 0.62% for a total of 2.72%. She reviewed the factors in the tax levy and the specific calculation formula. Turning to the 2017 tentative levy extension, CSBO Kolstad reviewed the specific levy amount recommended for each fund based on the financial need of the fund and keeping in mind rate caps on several of the funds. Overall, she noted that the recommended 4.95% levy request would total \$66.4 million for the operating funds, including bond and interest, and again noted that PTELL would ultimately adjust this request to what is allowed by law. She also reviewed the final outcome of the 2016 tax levy. In addition, CSBO Kolstad presented the levy percentage increases requested by the Board over the past decade alongside the actual levy increase that was received and the CPI used in PTELL, and noted that past Boards had always approved a levy request sufficiently high enough to capture all new property Equalized Assessed Valuation (EAV).

Board members, CSBO Kolstad and Dr. Heinz continued the discussion of levy calculation assumptions and five-year financial projections, which rest on the District seeking the property tax revenues that are statutorily available in order to meet the District’s financial commitments, invest in facilities, and to meet the Board’s goal of extending the referendum commitment to at least 2020-21 by maintaining a strong operating fund balance. Discussion also included the loss and cost factor added by the Cook County Clerk to the District’s levy; CSBO Kolstad will provide further details on the County Clerk’s practices and the impact on District 64 over multiple years at an upcoming meeting. The varying impact of property tax assessment objections based on their timing also was discussed. In response to Board member interest, CSBO Kolstad will provide a summary at an upcoming meeting of the “*Demystifying School Finance: State and Local*” presentation given on September 28, 2017 for a community program co-sponsored by District 64, the League of Women Voters and the northwest suburban chapter of the

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American Association of University Women. Dr. Heinz and CSBO Kolstad encouraged Board members to submit any questions concerning the levy and related topics, so that responses can be provided to all Board members. CSBO Kolstad noted that the Board would be asked to adopt a tentative levy at the October regular meeting and set a date for a public hearing, and that the final levy would be adopted at the December 11, 2017 regular meeting.

SUPERINTENDENT EVALUATION/GOAL OVERVIEW

The consensus of the Board was that given the lateness of the hour, the topic would be held until the next meeting.

APPROVAL OF RECOMMENDED PERSONNEL REPORT

Board President Borrelli stated 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.

Personnel Report

Carol Duffy - Employ as Teaching Assistant at Field School effective September 25, 2017 - Base, Step 1, \$16,886.30.

Bethany Johnson - Employ as (.50) Teaching Assistant at Carpenter School effective September 20, 2017 - Base, Step 1, \$8,595.69.

Jill Mazza - Employ as 10-Month Secretary Level IV at Emerson School effective October 4, 2017 - \$18.65 hr.

Bonita Porter - Resign as Lunch Program Supervisor at Washington School, effective September 29, 2017.

Sally Ann Civinelli - Retire as Special Education Teacher at Field School effective June 2019.

ACTION ITEM 17-10-1

It was moved by Board member Sotos 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, 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, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reviewed the draft agenda for the October 23, 2017 meeting with various updates based on this evening’s discussion. The consensus was to begin the meeting at 6:30 p.m. She noted the

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recommendation contained in the Memo of Information regarding the PowerSchool Unified Classroom, Assessment and Analytics that would be brought for approval at the next regular meeting.

Board members and Dr. Heinz discussed further opportunities for the Board to engage with new employees, and for administrators and Board members to engage in person with community members and open further avenues of two-way dialogue and heighten awareness of the District in the local community.

ADJOURNMENT

At 11:01 p.m., it was moved by Board President Borrelli and seconded by Board member Tiu to adjourn.

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

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Inspire every child to



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

Regular Board Meeting Agenda
Monday, December 11, 2017
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

- 6:00 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 6:00 p.m. • **Board Recesses and Adjourns to Closed Session**
-- The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussion whether a particular parcel should be acquired. [5 ILCS 120/2 (c)(5)]
- 6:45 p.m. • **Board Adjourns from Closed Session and Convenes to a Public Hearing on the Tax Levy**
- 7:00 p.m. • **Board Adjourns from Public Hearing on the Tax Levy and Resumes Regular Board Meeting**
- **Musical Prelude**
-- Emerson School Orchestra
 - **Pledge of Allegiance**
 - **Public Comments**
 - **Adoption of Final 2017 Tax Levy Resolution #1193 and Resolution #1194 for the Reduction of Certain Fund** A-1
-- Chief School Business Official Action Item 17-12-1
 - **Discussion of Child Care with Confidence Lease/Jefferson Space** A-2
-- Superintendent/Chief School Business Official

- **Report and Acceptance of Annual Audit FY18** A-3
 -- Assistant Business Manager Action Item 17-12-2

- **Present Tentative Calendar for 2018-19 School Year and Tentative Calendar for 2019-20** A-4
 -- Superintendent

- **First Reading of Policies** A-5
 -- Superintendent

- **Approval of Recommended Personnel Report** A-6
 -- Board President Action Item 17-12-3

- **Consent Agenda** Action Item 17-12-4 A-7
 -- Board President
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending November 30, 2017
 - Resolution #1195 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the January 22, 2018 Regular Board of Education Meeting
 - Destruction Audio Closed Minutes (none)

- **Approval of Minutes** Action Item 17-12-5 A-8
 -- Board President
 - Closed Session Meeting -----November 13, 2017
 - Regular Board Meeting -----November 13, 2017
 - Closed Session Meeting -----October 23, 2017
 - Closed Session Meeting -----October 10, 2017

- **Other Discussion and Items of Information** A-9
 -- Superintendent
 - Upcoming Agenda
 - District Committee Update (none)
 - Memorandum of Information
 - 2017 District 64 Employee Campaign for Park Ridge Community Fund
 - Minutes of Board Committees (Board Policy Committee)
 - Other
 - Triple I Conference

- **Adjournment**

Next Regular Meeting:

Monday, January 22, 2018
 Regular Board Meeting – 7:00 p.m.
Jefferson School – Multipurpose Room *(moved from Roosevelt School)*
 8200 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.

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Madelyn Wsol <mwsol@d64.org>

FOIA Request

1 message

George Monical <george.monical@gmail.com>

Sat, Oct 21, 2017 at 9:13 AM

To: Madelyn Wsol <mwsol@d64.org>

Hi Madelyn,

I am looking for all data that was considered when deciding to implement an SRO program in our middle schools. This data should include the data points that are listed in the DOJ and DOE rubric for implementing this type of program. That rubric is attached for your convenience.

- All available data on discipline incidents, ticketing, arrests, and school perception.
- Relevant data from mandated collections, including state and district accountability data as well as the US Department of Education's Civil Rights Data Collection.
- Best practices for school-law enforcement partnerships that were considered.
- Exemplar MOUs from existing school-law enforcement partnerships from across the country to suit local needs
- Language samples that will be included which explicitly prohibit SROs from involvement in enforcing school codes of conduct or engaging school discipline, and clarify their role to ensure safety and security.
- Needs that were identified and local concerns as demonstrated by local data

Thank you in advance for your attention to this request.

George

--

George Monical


 **SRORubric.pdf**
143K



Safe School-based Enforcement through Collaboration, Understanding, and Respect

SECURE

Local Implementation Rubric

What is the SECURE Local Implementation Rubric?

The U.S. Departments of Education (ED) and Justice (DOJ) have designed the **SECURE Local Implementation Rubric** to help **school districts, schools, and law enforcement agencies** determine the type of school-police partnership that will be most effective in their community and, where appropriate, to incorporate school-based law enforcement officers, commonly referred to as school resource officers (SROs), into the school learning environment. This rubric includes **five suggested action steps** to ensure safe school-based enforcement through collaboration, understanding, and respect within a community's schools. Each action step below is based on research and evidence and reflects examples of existing school and law enforcement partnerships across the country.

How do school districts and local law enforcement agencies use the SECURE Local Implementation Rubric?

Jurisdictions can use the **Checklist to Start** for implementing *new* school-police partnerships; *or*, if they have a school-police partnership, as a checklist to assess their existing program. The **Checklist to Improve** is for improving *existing* partnerships for responsible and innovative school safety management practices that include the presence of SROs in schools. The **Checklist to Improve** can also be used by jurisdictions with *new* school-police partnerships after they complete the steps in the **Checklist to Start**.

Who should use the SECURE Local Implementation Rubric?

This SECURE Rubric can be used by the school district and local law enforcement officials (including sheriffs, deputies, heads of policy departments, SRO chiefs, and organizations representing SROs) responsible for crafting, implementing, evaluating, and improving memoranda of understanding (MOUs) that explicitly articulate the role of law enforcement and school resource officers (SROs) in schools. As appropriate, this rubric may be of assistance to local school board members, superintendents, assistant superintendents, principals, and vice/assistant principals.

What are the SECURE Rubric Action Steps?

The **SECURE Rubric** includes five common-sense action steps that can help ensure that SROs are incorporated responsibly into school learning environments. These action steps are:

1. Create sustainable partnerships and formalize MOUs among school districts, local law enforcement agencies, juvenile justice entities,¹ and civil rights and community stakeholders.
2. Ensure that MOUs meet constitutional and statutory civil rights requirements.²
3. Recruit and hire effective SROs and school personnel.
4. Keep your SROs and school personnel well trained.
5. Continually evaluate SROs and school personnel, and recognize good performance.

DISCLAIMER: This rubric is not an endorsement of any law or written agreement. These action steps and recommended activities are provided for the user's convenience and do not necessarily reflect the positions or policies of ED or DOJ. Neither ED nor DOJ controls or guarantees the accuracy, relevance, timeliness, or completeness of any outside information. All school district and law enforcement officials and policymakers should also seek independent guidance to ensure that any proposed legislation or policy is consistent with all applicable Federal and State laws.

¹ These entities include those representing judges, prosecutors, public defenders and civil legal aid partners, probation officers, and relevant social service agencies.

² Including Federal, State, and local prohibitions on discrimination on the basis of race, color, national origin, language status, religion, sex, sexual orientation, and disability; on the use of excessive force; and on improper searches, seizures, or interrogations.

SECURE Local Implementation Rubric

<p style="text-align: center;">ACTION STEP</p>	<p style="text-align: center;">CHECKLIST TO START</p> <p style="text-align: center;">Use the following checklists when implementing <i>new</i> school-law enforcement partnerships.</p>	<p style="text-align: center;">CHECKLIST TO IMPROVE</p> <p style="text-align: center;">Use the following checklists when improving <i>existing</i> school-law enforcement partnerships.</p>
<p>1 Create sustainable partnerships and formalize MOUs among school districts, local law enforcement agencies, juvenile justice entities, and civil rights and community stakeholders.</p>	<ul style="list-style-type: none"> ▪ Measure student, family, school staff, and community experience of school safety and law enforcement presence to gauge your starting place. <ul style="list-style-type: none"> ○ Consider available data on discipline incidents, ticketing, arrests, and school perception. ○ Use relevant data from mandated collections, including state and district accountability data as well as the US Department of Education’s Civil Rights Data Collection. ▪ Find resources on best practices for school-law enforcement partnerships. ▪ Draft an MOU together with stakeholder groups to develop a sustainable and regularly-reviewed partnership: <ul style="list-style-type: none"> ○ Collect and adapt exemplar MOUs from existing school-law enforcement partnerships from across the country to suit local needs. ○ Make language applicable and accessible to all audiences (including students, families, school staff). ○ Include language that explicitly prohibits SROs from involvement in enforcing school codes of conduct or engaging school discipline, and clarify their role to ensure safety and security. ○ Identify needs and local concerns in the MOU as demonstrated by local data. 	<ul style="list-style-type: none"> ▪ Use data to assess the effectiveness of existing partnerships and MOUs. <ul style="list-style-type: none"> ○ Consider available disaggregated data on discipline incidents, ticketing, arrests, and school perception, as well as number and percentage of sworn legal officers in schools. ○ Use relevant data from mandated collections, including state and district accountability data as well as the US Department of Education’s Civil Rights Data Collection. ▪ Establish a regular timeline to evaluate and revise MOUs to reflect changes in local needs and concerns: <ul style="list-style-type: none"> ○ Involve school administrators, educators, local law enforcement, students, parents and families, and other relevant stakeholders during MOU revision process. ○ Share MOUs with colleagues in other communities for feedback and information on best practices. ○ Share MOUs with State officials and local lawmakers to inform State policy related to SROs in schools. ○ Provide school administrators and SROs with up-to-date copies of MOU agreements and discuss implementation strategies within the context

		of specific school environments.
<p>2</p> <p>Ensure that MOUs meet constitutional and statutory civil rights requirements.³</p>	<ul style="list-style-type: none"> ▪ Incorporate Federal and State constitutional requirements, including legal requirements relating to searches, seizures, uses of force, and interrogations. ▪ Incorporate the requirements of Federal, State, and local civil rights statutes, including those prohibiting race, color, national origin, language status, disability, religion, and sex discrimination. ▪ Gather, organize, and present data⁴ on law enforcement practices (including searches, seizures, citations, ticketing, arrests, use of force, interrogations, court referrals, alleged student misconduct leading to law enforcement practices, etc.). ▪ Disaggregate the data by race, ethnicity, age, sex, type of offense, English learner (EL) status, and disability status. ▪ Include a mechanism to receive complaints about discrimination and other input from parents and students, and to gather information about the complainants' race, age, sex, EL status, and disability status. 	<ul style="list-style-type: none"> ▪ Establish a process for regularly collecting and analyzing data (including searches, seizures, citations, ticketing, arrests, use of force, interrogations, court referrals, alleged student misconduct leading to law enforcement practices, etc.). ▪ Use this data to regularly evaluate and revise policies if information indicates that a school-based law enforcement program is being carried out in a manner that is inconsistent with Federal and State constitutions, civil rights laws, and applicable privacy laws. ▪ Involve stakeholder groups to design and implement a plan of action to address constitutional, privacy, or civil rights-related concerns.
<p>3</p> <p>Recruit and hire effective SROs and school personnel.</p>	<ul style="list-style-type: none"> ▪ Draft and publish hiring guidelines for SROs with input from students, parents and families, and community stakeholders, potentially including the following: <ul style="list-style-type: none"> ○ Ability to work effectively with students, parents, teachers, and school administrators ○ An understanding of the importance of diversion 	<ul style="list-style-type: none"> ▪ Establish a regular timeline to review and update SRO hiring guidelines. ▪ Maintain an onboarding / training program for new SROs in which they are mentored by experienced SROs on topics including: <ul style="list-style-type: none"> ○ Constitutional and civil rights ○ Childhood and adolescent development

³ Including Federal, State, and local prohibitions on discrimination on the basis of race, color, national origin, language status, religion, sex, sexual orientation, and disability; on the use of excessive force; and on improper searches, seizures, or interrogations.

⁴ Refer to U.S. Department of Education, FERPA Frequently Asked Questions: "[Sharing information with School Law Enforcement Units and School Resource Officers.](#)"

	<ul style="list-style-type: none"> programs and alternatives to arrest ○ Respect for youth and families of all backgrounds and cultures ○ An understanding of developmentally appropriate, trauma-informed practices for interacting with youth ○ Consideration of the applicant's past discipline and legal history ○ Strong interpersonal communication skills ○ Strong public speaking ability ○ Effective law-related teaching and mentoring skills ○ Minimum years of experience ○ An interest in promoting and enriching the lives of youth ○ Knowledge of the specific needs and local concerns of the community ▪ Include interviews by school staff, students, parents and families, community stakeholders, and youth development experts. 	<ul style="list-style-type: none"> ○ Age-appropriate responses to student conduct ○ Disability and special education issues ○ Conflict resolution and de-escalation techniques ○ Bias-free policing, including implicit bias and cultural competence ○ Responses to trauma ○ Restorative justice techniques ○ Interacting with specific student groups such as those with disabilities or limited English proficiency or who are lesbian, gay, bisexual, or transgender (LGBT). ▪ Regularly review performance using SRO-specific rating instruments to ensure a good fit between SROs and particular schools.
<p>4 Keep your SROs and school personnel well trained.</p>	<ul style="list-style-type: none"> ▪ Include language in the MOU on ongoing training needs and plans for both SROs and school staff, and incorporate joint training of SROs and school staff as appropriate. ▪ Develop an ongoing training and refresh program that covers the topics listed in the onboarding training list in step #3. <ul style="list-style-type: none"> ○ Other topics can include: use of force that reflects differences in strength and physical vulnerabilities of youth, limited appropriate use of handcuffs in a school setting, consequences of student involvement in the criminal and juvenile justice system, and all available alternatives to arrest. ▪ Train school personnel not to call upon SROs to address non-violent or non-threatening behavior by 	<ul style="list-style-type: none"> ▪ Establish a schedule to regularly review current data with SROs and school staff, including analysis on suspensions, expulsions, and arrests, which may indicate there are civil rights concerns where disproportionality exists (particularly for students of color and students with disabilities). ▪ Establish a schedule to regularly solicit the input of SROs and school staff on effective training for preventing unnecessary arrests for minor, non-crisis disciplinary incidents. ▪ Establish a schedule to regularly incorporate SRO and educator input on local best practices into SRO training manuals and staff handbooks on professional practice. ▪ Involve SROs in school life activities designed to improve

	<p>using less punitive methods such as restorative justice or using the student code of conduct.</p> <ul style="list-style-type: none"> ▪ Train SROs to exercise discretion to minimize arrests for minor misbehaviors and use all available diversion programs and other alternatives to arrest. ▪ Solicit SRO input in the development of training materials to prevent unnecessary arrests of students involved in minor school-based offenses. 	<p>trust and relationship building between SROs, students, families, and staff.</p> <ul style="list-style-type: none"> ▪ Incorporate real-life simulations in SRO and staff training to provide opportunities for practice in the effective de-escalation of non-crisis disciplinary incidents to prevent unnecessary arrests in schools.
<p>5 Continually evaluate SROs and school personnel, and recognize good performance.</p>	<ul style="list-style-type: none"> ▪ Design a comprehensive performance evaluation and recognition system (including a regular performance schedule that is appropriate and made clear throughout the hiring process and onboarding) that maps to trainings provided and capabilities you expect staff to demonstrate, and is conducted by experienced and qualified professionals. ▪ Evaluate ability to de-escalate and use alternative disciplinary actions to prevent citations, ticketing, and arrests. ▪ Create a mechanism to collect feedback from students, families, and peers, and other school staff for SRO and school staff evaluations. 	<ul style="list-style-type: none"> ▪ Incorporate research on positive youth development and safe and supportive learning environments in all evaluation and support systems.

**Freedom of Information Act Request
2017-29**



Madelyn Wsol <mwsol@d64.org>

FOIA 2017-29

1 message

Madelyn Wsol <mwsol@d64.org>

Mon, Oct 23, 2017 at 8:41 AM

To: VVSD FOIA <vvsdfoia@gmail.com>

Cc: Laurie Heinz <lheinz@d64.org>, Tramm <BTramm@d64.org>

Bcc: Madelyn Wsol <mwsol@d64.org>

To Whom it May Concern:

This email serves to acknowledge your request for information under the Illinois *Freedom of Information Act*.

Sincerely,

Madelyn Wsol

Administrative Assistant to the Superintendent/ FOIA Officer

Park Ridge-Niles School District 64

164 S. Prospect Avenue, Park Ridge, IL 60068

847.318.4302

From: **VVSD FOIA** <vvsdfoia@gmail.com>

Date: Sun, Oct 22, 2017 at 3:40 AM

Subject: FOIA Request

To: btramm@d64.org

To Whom it May Concern:

This is a request for information under the Illinois Freedom of Information Act. I hereby request the following records.

Any emails sent or received by [REDACTED] on November 9, 2016.

Please provide any responsive documents in an electronic format. This is not a commercial request.



Madelyn Wsol <mwsol@d64.org>

FOIA 2017-30

1 message

Madelyn Wsol <mwsol@d64.org>

Mon, Oct 23, 2017 at 8:32 AM

To: VVSD FOIA <vvsdfoia@gmail.com>

Cc: Laurie Heinz <lheinz@d64.org>, Tramm <BTramm@d64.org>

Bcc: Madelyn Wsol <mwsol@d64.org>

To Whom it May Concern:

This email serves to acknowledge receipt of your request for information under the Illinois *Freedom of Information Act*.

Sincerely,

*Madelyn Wsol**Administrative Assistant to the Superintendent/ FOIA Officer**Park Ridge-Niles School District 64**164 S. Prospect Avenue, Park Ridge, IL 60068**847.318.4302*From: **VVSD FOIA** <vvsdfoia@gmail.com>

Date: Sun, Oct 22, 2017 at 3:44 AM

Subject: FOIA Request

To: btramm@d64.org

To Whom it May Concern:

This is a request for information under the Illinois Freedom of Information Act. I hereby request the following records.

Any records of internet browsing that exist on any district owned electronic device operated by [REDACTED]
This request is limited to internet browsing that occurred during the month of November, 2016.

Please provide any responsive documents in an electronic format. This is not a commercial request.



Madelyn Wsol <mwsol@d64.org>

FOIA Request

1 message

George Monical <george.monical@gmail.com>

Sun, Oct 29, 2017 at 10:26 AM

To: Madelyn Wsol <mwsol@d64.org>

Hi Madelyn,

I request a digital copy of the Superintendent's contract and any documentation about how the Superintendent is evaluated. If previous evaluations are a matter of public record then I request them as well.

I prefer a digital version.

Thanks,

George

--

George Monical




FOIA request

1 message

Robert Propst <Robert.Propst@advanceddisposal.com>
To: "btramm@d64.org" <btramm@d64.org>

Tue, Nov 7, 2017 at 10:25 AM

Bernadette,

I need your help on obtaining the last winning RFP for garbage disposal services. If you can direct me on how to get on your next RFP bid list I would greatly appreciate the assistance.

Thank you,

Rob Propst | Major Account Executive



4612 West Lake St | Melrose Park | IL 60160

M: 224-830-5677 | F: 708-240-2027 | E: robert.propst@advanceddisposal.com

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