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

Regular Board Meeting Agenda
Monday, January 22, 2018
Jefferson School – Multipurpose Room
8200 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

- 6:30 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 6:30 p.m. • **Board Recesses and Adjourns to Closed Session**
 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)]; student disciplinary cases. [5 ILCS 120/2 (c)(9)] 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)].
- 7:00 p.m. • **Board Adjourns from Closed Session and Resumes Regular Board Meeting**
- **Pledge of Allegiance**
 - **Public Comments**
 - **Recap Overview of Financial Framework with Elizabeth Hennessey** A-1
 -- Chief School Business Official/Elizabeth Hennessey
 - **History and Update of Carpenter HVAC** A-2
 -- Chief School Business Official/ Director of Facility Management/
 Studio GC/2010 Engineering
 - **Introduction of Interim Director of Student Services and Special Education Update** A-3
 -- Superintendent/Interim Director of Student Services

- **Continued Discussion Regarding the District 64 Middle School Resource Officer Program** A-4
-- Superintendent/Board President
- **Discussion Regarding 2018-19 Registration and Residency Verification Process** A-5
-- Chief School Business Official
- **Approval of Construction Bids for Summer 2018:** A-6
 - **Emerson/Franklin Roofing Replacement** Action Item 18-01-1
 - **Lincoln/Franklin Tuck Pointing** Action Item 18-01-2
 -- Chief School Business Official/
Director of Facility Management
- **Approval of Settlement Agreement with Metalmaster/Roofmaster Inc.** A-7
-- Chief School Business Official/
Director of Facility Management Action Item 18-01-3
- **Adoption of Resolution #1197 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** A-8
-- Chief School Business Official Action Item 18-01-4
- **Recommendation and Approval of Personnel Report** A-9
-- Board President Action Item 18-01-5
- **Consent Agenda** A-10
-- Board President Action Item 18-01-6
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending December 31, 2017
 - Adopt Final Calendar for 2018-19 and Tentative Calendar for 2019-20
 - Destruction Audio Closed Minutes
- **Approval of Minutes** A-11
-- Board President Action Item 18-01-7
 - Regular Board Meeting -----December 11, 2017
 - Closed Session Meeting -----December 11, 2017
- **Other Discussion and Items of Information** A-12
-- Superintendent
 - Upcoming Agendas
 - Freedom of Information Act (FOIA) Requests
 - District Committee Update (Elementary Learning Foundation and Traffic Safety Committee)
 - Memorandum of Information
 - 2017 District 64 Employee Campaign for the Park Ridge Community Fund
 - Minutes of Board Committees (none)
 - Other

-- Washington Nominated by ISBE – National Blue Ribbon

• **Adjournment**

Next Meetings: **Monday, February 5, 2018**
Committee-of-the-Whole: Finance – 7:00 p.m.
Special Board Meeting – 8:30 p.m.
Jefferson School
8200 Greendale Avenue
Niles, IL 60714

Monday, February 26, 2018
Regular Board Meeting – 7:00 p.m.
Jefferson School
8200 Greendale Avenue
Niles, IL 60714

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Upcoming Meetings and Topics
As of January 17, 2018

February 5, 2018 – Jefferson School – Multipurpose Room

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

- Preliminary Discussion on Staffing 2018-19
- Discussion on Enrollment at Emerson and Lincoln Schools
- Enrollment Projections for 2018-19 School Year
- Long-Range Financial Projections

Special Board Meeting – 8:30 p.m.

- Review of Intergovernmental Agreement for Emerson Soccer Field and New Lighting Project
- Discussion and Approval of Support Staff Council (SSC) Collective Bargaining Agreement
- Approval of Lincoln School Mechanical Equipment 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
- Discussion on Student Fees 2018-19
- Approval of Support Staff Council (SSC) Collective Bargaining Agreement
- Mid-Year Update on 2020 Vision Strategic Plan Year 3 Implementation and Superintendent Evaluation Mid-Year Update
- Child Care with Confidence Lease/Jefferson Space
- Begin Discussion on 2018-19 Administrative Salaries
- Approval of Revised Intergovernmental Agreement for Emerson Soccer Field and New Lighting Project
- Approval of Construction Bids for Summer 2018 Construction Bid
 - Emerson/Jefferson Paving
 - 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
 - Approval of Roosevelt Plumbing Replacement Bid
 - Roosevelt Corridor Flooring Replacement Bid
- First Reading of Policies from PRESS Issues
- Recommendation and Approval of Personnel Report
- Approval of Financial Update for the Period Ending January 31, 2018 (consent)
- Discipline Data Report

Future Meeting Topics

- Review of Final IGA for SRO (February)
- Second Reading and Approval of Policies from PRESS Issues (March-consent)
- Approval of IGA for SRO (March)
- Resolutions for Reduction in Force, etc (consent)
- SEL Year 1 Update (March or April 2018)

DRAFT

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DRAFT

- 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)
- Approval of Student/Parent Handbook 2018-19 (4/23/18)
- 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)

The above are subject to change.

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official
Elizabeth Hennessy, Managing Director, Raymond James & Associates, Inc.

Date: January 22, 2018

Subject: Recap Overview of Capital Projects Financial Framework

Background

At the September 18, 2017 Committee of the Whole meeting, the administration reviewed with the Board the District 64 Master Facilities Plan and the Capital Projects Financing Framework. The District's \$30 million framework was developed in parallel with the Master Facilities Plan, and was also a multi-year effort by the Board and administration. The adopted funding framework takes the widest view possible of all available resources at the District's disposal. The Board adopted the financing framework at the February 21, 2017 meeting.

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

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

It accesses funds through a combination of sources, while leaving flexibility for future boards to tap additional funding, as needed. The \$30M framework consists of:

- Cash from Operating Fund balance \$10M (***no impact on taxpayers***)
 - Completed in two transfers \$5.5M in fiscal year 2015-16 and \$4.5M in fiscal year 2016-17
- Debt Certificates \$9.25M (***no impact on taxpayers***)
 - Issued spring 2017 (to be repaid \$800K over 15 years from Operating Fund revenues; first repayment in the 2017-18 budget)
- Working Cash Fund bonds - *Board authority to issue* up to \$20.75M to complete Master Facilities Plan
 - The authorization process for the Board to issue Working Cash Fund bonds was completed at the April 24, 2017 meeting and is good through April 2020.
 - When bonds are issued within the next 3 years, repayment ***will impact the Debt Service portion of the tax levy on local property taxes.***
 - The Board will vote specifically on each issuance of the bonds.

Here are several important features of the framework:

- The framework acknowledges the commitment to the community made at the 2007 referendum -- and carried forward by all Boards of Education who have served since that time -- to not return to the community for further rate relief for at least 10 years (2017). The Board annually discusses whether to continue extending this commitment into the future; the most recent past Board had targeted an extension to 2020-21. This discussion typically coincides with a review of the District's long-range financial projections and assumptions used to generate that forecast.
- The framework invests the savings from the Collective Bargaining Agreements (CBAs) for 2016-20 with the District's two largest employee groups (teachers and teaching assistants) into needed facilities work.
- It utilizes cash on hand from the District's Operating Funds balance, which reduced the balance in a planned manner *with no additional burden to taxpayers*.
- It introduced a new form of financing for District 64 -- Debt Certificates -- that are being paid back within the District's operating funds tax levy *with no additional burden to taxpayers*. This commitment is a further sign of the District's commitment to fiscal discipline.
- The limited bonds that may be issued in 2019 through 2020 would make use of an accumulated \$2 million in the Bond and Interest Fund to pay debt service.
- The limited bonds also would fill in only a portion of the debt service levy that has dropped as the District has paid off the 1997 Emerson Middle School bonds and 2014B Bonds.

Current Status

The Board has implemented only the first two steps in the Framework thus far. Proposed summer 2018 projects would be financed through the remaining funds available by the issuance of the Debt Certificates in spring 2017, which is about \$8.265M. It is anticipated that bonds would be issued to fund the remainder of the work in future years, beginning in the summer of 2019.

Tonight Elizabeth Hennessy, Managing Director, Raymond James & Associates, Inc. will walk the Board through a Market Update, including potential implications of the new Federal Tax Laws, Current Outstanding Debt, Five Year Capital Plan and Funding Options (Attachment 1). The financial framework is a dynamic project that will change as the Capital Projects plan is updated. Ms. Hennessy will be presenting the funding options as they were proposed to the Board in February 2017.

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official
Ron DeGeorge, Director of Facility Management
Rick Petricek, Senior Architect, Studio GC Architects
Jeff Chamberlin, Founding Principal, 20/10 Engineering Group LLC

Date: January 22, 2018

Subject: History and Update on Carpenter HVAC

Background

The Carpenter Heating Ventilating and Cooling (HVAC) system was installed over the course of two summers. Summer 2012 work included asbestos abatement, upgrading of the electrical systems to handle the proposed HVAC system, and upgrades to the north gymnasium HVAC. In Summer 2013, the actual installation of the new HVAC system took place. The architect of record on this project was Fanning Howey and the mechanical contractor was F.E. Moran for the replacement of the HVAC system. The initial cost of the system was \$2,145,000 as reported on the original Bid Tabulation document. It should be noted that the current administration was not in place at this time, so information has been compiled from prior reports.

Problems with the Carpenter HVAC were reported beginning in September 2013 with the air conditioning and heating not functioning consistently. In May 2014, a meeting was held with the architect, contractor and District 64 administration to review the unacceptable track record of the system. In summer 2014, administration hired Farnsworth to conduct a retro-commissioning study to identify issues with the system. Farnsworth reported its findings to the Board on August 25, 2014. The findings identified 218 issues with the system, with 62 of the issues being deemed critical.

Since the Farnsworth study, the District has invested considerable time, effort and funds to troubleshoot and ensure the system can continue to operate. Attachment 1 Carpenter Heating Ventilating & Cooling (HVAC) Timeline provides a high level review of what has transpired with the system following the Farnsworth study.

Since August 2015, the District has replaced over 50 motors in the cassettes, seven compressors, 10 pumps and added approximately 400 pounds of freon to replace what has leaked. During the 2016-17 school year, 393 hours of service calls were needed at a cost of approximately \$70,000.

Current Status

Based on continuing problems with the HVAC system and as part of our Master Facilities Plan efforts, the administration requested that Studio GC and 20/10 Engineers review the initial installation of the system and all of the problems that have occurred since its launch. This report

is included as Attachment 2. The report details current issues, including flaws in the design of the system, minimum recommended work to the system, and options to potentially begin replacing some or all of the system.

The District has spent four years trying to identify and fix problems with the system in the hopes that a minimum 20-year useful life could be accomplished. Based on current information from 20/10 Engineering, it is doubtful that this goal can be met without significant changes. At the Board meeting on January 22, 20/10 Engineering and Studio GC will review with the Board of Education the options available to keep the current Carpenter HVAC system functioning until summer 2019, and will begin a discussion of possible alternatives to replace some or all of the current HVAC system to ensure its long-term reliability.

Carpenter Heating Ventilating & Cooling (HVAC) Timeline

2012-13

- The new HVAC system was installed over the course of two summers. During Summer 2012 Phase 1 prep work was the focus to prepare for the new system. Work entailed asbestos abatement, upgrading electrical systems and upgrades with the north gymnasium HVAC.

2013-14

- Summer 2013 - Phase 2 of work completed; HVAC in operation.
- Fall 2013 - first time Carpenter has air conditioning to start school year.
- Beginning in September and continuing through the year, data collected about both air conditioning and heating not functioning consistently; troubleshooting of numerous problems required.
- May - meeting with architects Fanning-Howey, vendors, business manager, facilities manager and others to discuss unacceptable track record concerns throughout first year
- Farnsworth hired to conduct Retro-Commissioning study to identify causes of numerous complaints and issues identified during the year with the HVAC project

2014-15

- August 2014 - Farnsworth completes investigation and reports to Board of Education (218 issues identified-62 issues deemed critical)
 - Punchlist
- Construction managers Nicholas & Associates recommended and approved by Board to complete Fanning & Howey/FE Moran/Farnsworth
- School year begins with problems with humidity levels and cooling
 - portable cooling units delivered to school
- Significant problems continue throughout the fall
- September - meeting held at ESC of all involved parties
- October - baseboard heaters installed in several rooms/offices
- November - ERV window heat added over Thanksgiving recess
- Issues continued throughout the school year related to:
 - humidity complaints
 - after winter break Zone 4 failure (not heating)
 - control inconsistencies between what was being reported in the classroom vs. what was reported to computer monitoring system
 - temporary heaters utilized in February, scheduling/timing issues of heating, baseboard heaters not working

- Zone 3 problems - temperature room swings between 8-9 degrees, cooling tower issue (June) - rooms hot (78 degrees)

2015-16

- Fall - no major issues with cooling reported
- Heating problems reported as seasons shifted
- Winter recess - evacuated and weighed in proper refrigerant charge for baseline
- Remainder of school year heating and cooling - system functioning until June shutdown
- To improve comfort and performance, pilot installed for twinning of cassettes
- Spring - motors of some cassettes began emitting whining sounds (NEW PROBLEM)

2016-17

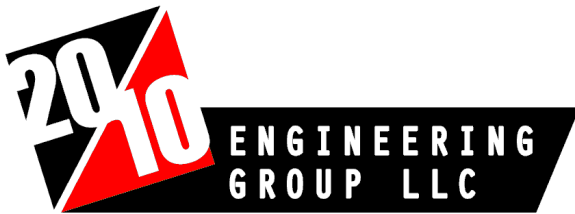
- Summer 2016
 - Based on successful pilot, twinning project completed throughout school
 - Storm damage/power surge damaged printed circuit boards throughout the system (40+) - filed insurance claim (\$35,225)
- Start of school - finished replacing circuit boards and restoring programming to individual units - initial cooling problems throughout the school addressed
- Zone 3 became ongoing issue for cooling and heating
- Fall 2016 - teachers identify noises from cassettes
 - 1 room cassette motor replaced as pilot and sent to Korea for evaluation - after much pressure, LG is providing 10 new replacement motors - D64 to ship the 10 existing motors to LG for evaluation
- Late November - temperature log created to track continuing heating issues for Zone 3 related to ERV blowing outside unconditioned air into classroom making cassettes unable to keep up with additional temperature demands.
 - Heaters rented and delivered to small number of classrooms to maintain appropriate temperature
- December 2016
 - Repeated the evacuation and weighing of charge to see how much refrigerant was lost since winter recess 2015 (baseline) - additional temporary fixes - recharged the system however system did not maintain heating primarily in zone 3
 - After extensive further troubleshooting by Harding, Delta, and D64 identified leak in refrigerant line used for both heating and cooling - leaks being repaired temporarily to restore system functioning
- Winter recess 2016
 - With source of leaks identified - we will remove leaking valves and repair system
 - System will be recharged over break
- Noisy motors will be replaced in 10 units as soon as they arrive

- Winter 2017
 - Replace HR circuit boards
 - Replace 10 cassette motors
 - Leak check, recover freon and weigh in new freon charges by weight
 - New cassette motors ordered for noisy units
 - Meet with Midwest Applied and manufacturer reps about failing motors
- Spring 2017
 - Boiler 1 down and pump fail
 - Replace more cassette motors
 - Replace more HR circuit boards
 - Replace pump ERV 4
 - Leak check, recover freon and weigh in new freon charges by weight

2017-18

- Summer 2017
 - Replace compressor
 - Replace 10 more cassette motors
 - Replace more HR circuit boards
 - Zone 3 shutting down
 - Add test ports for pumps
 - Swap noisy cassette in room 134
 - Replace bearings in ERV4
 - Leak check, recover freon and weigh in new freon charges by weight
- Fall 2017
 - Repair pump seal
 - Repair control problems north gym
 - Check room 134 for heating problems
 - Zone 2 cold
 - Zone 3 cold
 - Leak check, recover freon and weigh in new freon charges by weight
 - Zone 3 erratic, in alarm
 - Replace compressor zone 3
- Winter recess 2017
 - System had problems maintaining temperature, building temperature dropped to 50 degrees.
 - Zone 3 went down, zone in alarm
 - Zone 1 is cold

- Twenty-five portable heaters were rented and placed throughout the building - given the extremely low temperatures we wanted to prevent further damage to the building.
- Harding Mechanical was able to get system up and running, however, the new compressor in zone 3 failed. New compressor ordered.
- Replace compressor zone 3
- Leak check, recover freon and weigh in new freon charges by weight
- As a result of the low temperatures in the building and extremely cold temperatures outside, a pipe in the attic froze and burst causing water damage in two classrooms. Claim filed with insurance carrier.
- As of Friday, December 29, 2017 most of building was maintaining correct temperature.



HVAC SYSTEM RENOVATION OPTIONS GEORGE B. CARPENTER ELEMENTARY SCHOOL PARK RIDGE-NILES SCHOOL DISTRICT 64

January 12, 2018

We visited the building twice in the past month and once previously in the fall of 2016 to investigate the existing HVAC system. We have studied the original design drawings from the summer 2013 renovation project and have read the subsequent report on the system's issues from the following summer. We understand that work was done to improve the operation of the system, but given the recent performance of the system, it is obvious that the efforts have fallen short of providing the building with a reliable, properly functioning HVAC system.

Current Issues

Based on our recent site visits and discussions with service personnel, we understand the following issues still remain with the existing HVAC system:

1. Fan Coil Unit Motors: The existing LG ceiling cassette unit motors have been failing and most of them have been replaced already. Apparently, the last time the LG factory representative visited the site, they were given approximately 50 of the failed motors so the factory could investigate why they were failing. To date, there has been no word from the factory. The LG factory representative did state that the motors had a life expectancy of 50,000 hours. Since the fan coil units operate continuously, they would last 5.7 years, which they aren't.
2. Heat Pump Unit Condenser Water Circulation Pumps: The existing TACO circulation pumps (model 2400-50-3P) at the 10 LG heat pump units in the basement have been failing. Approximately 10 pumps have failed so far. The motors run very hot, almost untouchable. The local TACO representative visited the site and provided 4 new pumps (model 2400-70-3P, same as currently installed but larger) to be tried out. These new pumps have not been installed because the flanges are different than the original ones so the piping would have to be re-worked. The original pumps have a plastic impeller and so do the larger potential replacement pumps. There is no strainer in the piping system upstream of the pumps.
3. Refrigerant Piping System Leaks/Compressor Failures: Probably the most troublesome issue is ongoing refrigerant piping leaks and compressor failures. Despite the revisions made to the refrigeration piping, leaks still plague the systems. Each refrigeration zone is served by (2) LG heat pump units. Variable Refrigerant Flow systems are very unforgiving when it comes to the amount of refrigerant in the system - the perfect amount must be present for the system to function properly. Because of the on-going refrigeration leaks, the mechanical service techs

20/10 Engineering Group, LLC

1216 Tower Rd, Schaumburg, IL 60173 847.882.2010 fax 847.882.2201

Sustainable Designs

Better Engineering Vision



have to visit the school multiple times each year to remove the refrigerant from each zone and weigh it to make sure each zone has the proper amount of refrigeration installed. The following is the status of each zone:

- a. Zone 1 (serves the southwest wing): This zone has had no compressor failures, but frequently refrigerant needs to be added.
 - b. Zone 2 (serves south half of east wing): This zone requires refrigerant to be added each time it is checked and has lost one compressor.
 - c. Zone 3 (serves north half of east wing): This zone has been the most troublesome zone of all of them. It always requires refrigerant to be added and has lost 6 compressors.
 - d. Zone 4 (serves west wing): This zone has been virtually trouble-free and only one time was refrigerant required to be added.
 - e. Zone 5 (serves Gym and Auditorium): This wing has the shortest refrigeration piping, least fan coil units, and has had no trouble.
4. Cooling Tower: The cooling tower has an automatic drain function which empties the tower basin to prevent freezing when outside temperatures fall below a certain setpoint. When the pump tries to re-start the system to fill the basin, the pump becomes air bound and the entire building system goes down.
 5. Fan Coil Unit Wiring: The fan coil units in each zone are not wired together so that shutting off a breaker shuts off fan coil units on multiple zones. When the zones have trouble, the service tech must re-boot all fan coil units on that zone, but that can't be done with the current wiring arrangement.

HVAC System Renovation Options

Budget Cost Opinions include mechanical and electrical work plus contingency. Not included is general construction work or fees.

Minimum Recommended Work (unless all VRF is replaced under Option 4)

1. Fan Coil Unit Motors: For any fan coil units remaining under Options 1 through 3, work with LG to find a reliable replacement fan coil unit motor. Failing that, research other manufacturer motors to see if a more reliable motor can be adapted to the LG fan coil units.
2. Heat Pump Condenser Water Circulation Pumps: Remove existing TACO pumps and provide a Bell & Gossett circulation pump with a metal impeller.
3. Refrigeration System Piping Leaks/Compressor Failures: Based on the amount of work that has been done so far to revise the piping to prevent leaks and knowing that effort has failed to prevent leaks and provide a reliable system, we recommend eliminating the refrigeration piping altogether. The Options below do this starting with the most unreliable zones.
4. Cooling Tower: The cooling tower automatic drain function as a method of preventing freeze-up should be eliminated. The cooling tower should be filled in spring and drained in fall. A heater should be added to the cooling tower basin to prevent freezing once filled.
5. Fan Coil Unit Wiring: Any fan coil units remaining under Options 1 through 3 should be re-wired so that there is a single power shut-off for all fan coils on a particular zone.

Option 1 - Remove VRF Heat Pump Units/Fan Coil Units From Zones 2 & 3

1. Remove fan coil units, all refrigerant piping, refrigerant control boxes, etc.
2. Disconnect the 2 heat pump units serving each zone from the condenser water system and cap the branch condenser water piping at the mains. Abandon the heat pump units in place and utilize them for parts for remaining units.
3. Connect to the existing condenser water piping and route a new one-pipe condenser loop through Zones 2 & 3.
4. At each room formerly served by VRF fan coil units, provide a new heat pump unit with branch piping connections to the new one-pipe condenser water loop. Classrooms shall be served by a dedicated vertical stack heat pump unit with ductwork distribution. Toilet rooms and other spaces shall be served by console type heat pump units or above ceiling mounted horizontal heat pump units..
5. Remainder of existing system to remain in operation, including energy recovery units serving Zones 2 & 3 to continue to provide outside air ventilation to occupied spaces.

Option 2 - Same as Option 1, Plus Remove VRF Heat Pump Units/Fan Coil Units From Zone 1

1. All work associated with Option 1, with same scope of work for Zone 1 as described above for Zones 2 & 3.

Option 3 - Same as Option 2, Plus Remove VRF Heat Pump Units/Fan Coil Units From Zones 4, & 5

1. Same as Option 2, with same scope of work for Zones 4 & 5 as described above for Zones 1, 2 & 3.
2. There will be no more VRF systems in the building and all VRF heat pump units will be removed.
3. The condenser water system including cooling tower and boilers will remain in operation.
4. All heat pump units and all energy recovery units will be connected to the new one-pipe loop.

Option 4 - Same as Option 3, Plus Remove Cooling Tower and Provide Geothermal Wellfield

1. Same as Option 3, with additional removal of cooling tower, boilers, and pumps from the basement.
2. Provide new geothermal wellfield west of the school in the playfields. Wellfield shall consist of 48 bores at 500 ft. with piping entering the storage room adjacent to the fire protection water service room.
3. Geothermal loop circulation pumps will be installed adjacent to the geothermal loop piping entrance to circulate glycol-water solution throughout the building and wellfield.
4. One of the boilers will be relocated to the room to provide supplemental heat to the loop on the coldest of days.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Mike Padavic, Interim Director of Student Services
Date: January 22, 2018
Re: Special Education Update

Mr. Mike Padavic joined District 64 on Tuesday, December 12, 2017 and immediately began to assimilate into our environment and immerse himself in special education within our District. Since his arrival, Mr. Padavic and I have met on a weekly basis to ensure we are moving forward in key improvement areas.

During his first week in District, Mr. Padavic and I conducted “Meet and Greet” sessions with all members of our special education staff. As we traveled to each school, these meetings provided staff an opportunity to share what they are proud of and concerned about relative to their work with our special education students. Mr. Padavic and I are working to identify common threads shared at the eight meetings, and are assembling both short- and long-term action plans.

Mr. Padavic and I have been looking into how best to go about conducting a special education audit. We have interviewed a number of firms and cooperatives, and are narrowing in on a process we’d like to follow to determine where our efforts are on target and where we have room to improve.

From our building meetings, it became clear that we have staff members that would like more professional development on aspects of special education, such as Individualized Education Program (IEP) writing, co-teaching and goal setting, to name a few. We are working to secure a trainer and establish a calendar for professional development.

Mr. Padavic met with an informal parent group on December 18 and January 17. At the meetings, Mr. Padavic is working to establish rapport and rebuild trust with parents of our special education students. We also anticipate launching a District 64 sponsored Special Education Parent group, which we tentatively hope to convene on Wednesday, February 7, 2018. We are working now to confirm this date, and intend to create a welcoming environment for our special education parents to come together for conversation and to explore topics of mutual interest.

Mr. Padavic also is now holding regular department meetings beginning this week. These meetings will allow related service providers time to meet with one another, Mr. Padavic, Assistant Director of Student Services Vasiliki Frake, and our two special education

coordinators. Opening lines of communication through such meetings will be critical as we move forward to improve our service delivery model.

Finally, Mr. Padavic has been attending some IEP meetings and helping to facilitate discussions surrounding student IEP goals.

In sum, Mr. Padavic has made a seamless transition to District 64 and has established a brisk pace to help us identify and move forward in key improvement areas.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: January 22, 2018
Re: Continued Discussion Regarding the District 64 Middle School Resource Officer Pilot Program

Current Status

At the December 11, 2017 meeting, the Board reviewed the status of the development of Intergovernmental Agreements (IGA) with the City of Park Ridge and the Village of Niles for the School Resource Officer (SRO) pilot program at Lincoln and Emerson middle schools. Since the pilot program was approved by the Board on August 28, District 64 has worked closely with legal counsel Hodges, Loizzi to develop an IGA that meets the needs of a middle school pilot program. It was confirmed in December that at the Board's direction, Ekl, Williams & Provenzale LLC had been requested to add further insights into the creation of this draft IGA.

At the December 11 meeting, the Board began discussing a possible timeline following the completion of that consultation to review any changes recommended by the Ekl, Williams report and to continue moving forward with seeking approval of the IGA with the City of Park Ridge and Village of Niles. In particular, Board discussion focused on having an updated "red line" draft IGA, which would indicate any recommendations for changes to the current draft now being considered by the two municipalities.

Over winter recess, the District's legal counsel Hodges reported that it had received the report from Ekl, Williams on December 28, 2017. The material, however, is not in the form of a "red line" draft, but rather provides concepts to consider when introducing an SRO program.

At present, the IGA process is in a holding pattern. It is hoped that the Board's discussion at tonight's meeting will set a clear direction of whether or how to continue moving forward with a review and possible updating of the draft IGA so that the agreements can be finalized with the Village of Niles and City of Park Ridge, and the pilot program launched in the 2017-18 school year.

Recap of Pilot Program Proposal

The proposal for a middle school SRO program came forward at the July 17, 2017 Board of Education meeting based on a desire expressed by the Board to strengthen family/community communication and partnerships focused primarily on behavior expectations and social emotional learning for students. The Board asked administration to identify benefits and specific objectives for this potential initiative.

District 64 assembled an initial planning team including: Lincoln Middle School Principal Tony Murray and Assistant Principal Tim Gleason; Emerson Middle School Principal Jim Morrison and Assistant Principal Tim Benka; and representatives from both the Niles and Park Ridge police departments. The planning team met and identified the following objectives:

- Build positive relationships between students and the local police department
- Promote safety within the school
- Provide a better understanding of the role of the police department within the community
- Open the discussion on current issues with policing and young people
- Provide a venue for students to discuss at-risk behavior
- Encourage open dialogue to provide students with a voice around the issues that impact their schools and communities
- Begin a Police and Junior Advisory Council with students and administration
- Allow for regular check-ins with police and school administration

Additionally, the team felt strongly that our Middle School SRO's will work **at the direction of building administration** to ensure interactions are developmentally appropriate and in alignment with language to be included in the IGA.

Through this brainstorming, it became clear that this proposal aligns with the District 64 *2020 Vision* Strategic Plan objectives related to areas of focus within social emotional learning and the Inquiry-Based Learning strands so staff will look to involve our SRO's in these initiatives. District 64 is implementing new curricular materials in 2017-18 to support social emotional learning, called *Second Step*. Research indicates that when this program is used in middle school, "students exhibit less aggression, make better choices, and experience social and academic success." K-8 grade teachers will have dedicated time each month to plan and deliver Second Step lessons. Second Step topics correlate with topics that are likely to be addressed by SROs and may include: vaping; drug and alcohol prevention; online safety; cyber bullying; social emotional learning; police-citizen contact; Red Ribbon Week (annually observed in October); crime/serious activity; and Healthy Living Month (annually observed in April in Park Ridge). Because SROs will be present in our buildings each week, we also will have the opportunity to be responsive to student issues as they emerge.

At the August 28, 2017 meeting, the Board approved a pilot program at a cost of \$32,959 for the 2017-18 school year. It was noted that the opportunities for police involvement by school will vary slightly as each department has different human and physical resources available. School teams will be in charge of planning ways in which they can maximize the officer(s) during the pilot year.

As the 2017-18 school year got underway, Dr. Heinz, school principals and assistant principals, and local law enforcement presented an overview of the SRO pilot program at the September 2017 PTO meetings at Emerson and Lincoln middle schools. The District also immediately began working with Hodges, Loizzi to draft the IGA agreements that made it clear that our SROs would work under the direction of building leadership. Furthermore, we worked to bring clarity to what our School Resource Officers would and wouldn't engage in while at Lincoln and Emerson. Draft agreements were presented to the City of Park Ridge and Village of Niles for consideration by their legal counsel prior to adoption by their city or village councils.

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official

Date: January 22, 2018

Subject: Discussion Regarding 2018-19 Registration and Residency Verification Process

Background

At the direction of the Board of Education and Board Policy 7:60 *Residency*, District 64 began requiring annual verification of residency of all students, both new and returning, beginning with the 2015-16 school year. Families are required to submit documentation as part of this process, which must be reviewed and verified by D64 staff. (Attachment 1)

Based on our experience each year and software improvements in the Infosnap online registration system, D64 has streamlined its method of collecting documents. Proving residency on an annual basis, however, continues to be burdensome to the District's families and is very labor intensive for building as well as District staff. It has required the hiring of additional help each of the last two summers so that the registration/residency verification process could be completed by the time school commences in August.

Student residency remains a high priority for District 64. Through detailed residency reviews and surveillance, the administration has identified and removed 24 non-resident students enrolled in the District's schools since the 2015-16 school year. In addition, in excess of 10 non-resident students were identified over the last two school years during the registration process and prevented from enrolling at all.

Currently, if the administration suspects an issue with a student's residency, staff will run a detailed background check using Clear, which is a software product used by other governmental agencies and neighboring school districts, to obtain additional information on an individual. District 64 uses this software to verify an individual's residence when questions have arisen prior to turning the case over to a private investigator.

Recommendation for 2018-19

Beginning with the 2018-19 school year registration, administration is recommending that a new process be implemented for verifying student residency. The new process aims to save time for staff and not be an undue burden on our returning families in terms of providing paperwork, yet will still provide a thorough evaluation of a student's residency.

The new process will require all returning families to submit for a background check prior to registration using the Clear Batch program. Families that pass the screening will not be required

to provide residency paperwork during annual registration via Infosnap beginning in April. All new families to the District and families that do not pass the Clear screening will still be required to provide all requested documents to prove residency for the 2018-19 school year. Families with leases that expire prior to the start of the new school year will be required to provide a new lease in order to complete their registration process.

District 207 used the Clear Batch processing during their 2017-18 registration process and had a very positive outcome in terms of the program identifying potential out-of-district students/families. The annual cost to District 64 is \$2,400 for 10,000 inputs, which is less than the cost of hiring additional summer help this past summer (\$6,500). Administration believes that using this program to screen all families may also uncover additional non-resident students/families currently in the District that provided false information during the 2017-18 registration process. Although physical documentation must be provided by newly enrolling families, the District will also run all new families through the Clear Batch process prior to school beginning in August of each year.

As a reminder, per Board Policy 7:60, a student must reside and sleep in a residence within District 64 on a permanent basis, not just during the school week or a few days during the week for the purposes of securing an education in District 64 or babysitting. Our hope is that all tax paying residents of Park Ridge-Niles realize that non-resident students cost their school district approximately \$16,000 per student to educate annually, and will continue to come forward with any information they hear or witness regarding a possible residency violation. Information can be turned into my office anonymously on any potential cases.

Therefore, we are seeking Board approval to amend our current residency practices and adopt those outlined within this memo beginning with the 2018-19 registration cycle.

**PARK RIDGE-NILES SCHOOL DISTRICT 64
2018-19 REQUIRED RESIDENCY DOCUMENTS**

The checklist below will help you prepare the documents needed to prove residency.

Documents can be scanned (PDF file), or you may upload a picture (JPG file) from your phone as long as the information is readable.

If you are unable to upload your documents into Infosnap, you may still provide print copies to the school office.

All documents will be verified by school staff. The District will review all submitted information and may further investigate a student's residency before registration is considered complete.

RESIDENCY DOCUMENTS - You must provide documentation showing the student and legal guardian PHYSICALLY RESIDE at the address. All documents must be current and show the parent's or guardian's name and address. Any personal information (account numbers, etc.) that does not relate to your proof of residency can be blocked out.

FALSIFYING INFORMATION REGARDING RESIDENCY IS A CLASS C MISDEMEANOR SUBJECT TO
UP TO 30 DAYS IN JAIL AND/OR A \$1,500 FINE (105 ILCS 5/10-20.12B & 730 ILCS 5/5-4.5-65)

Category A (must provide ONE from this category)

- Most recent property tax bill with parent/guardian name and mailing address that matches the student's home address
- Most recent month's mortgage statement
- New homeowners (last 6 months) - Closing Disclosure for the purchase of the home
- Lease agreement signed by both parties AND proof of last month's rent payment. Proof of payment can include: copy of front and back of cleared check from bank, copy of money order, copy of cashier's check, or payment receipt with landlord's signature and phone number
- In lieu of lease, a signed and notarized letter of residence from landlord with contact information, monthly rent amount AND proof of last month's rent payment. Proof of payment can include: copy of front and back of cleared check from bank, copy of money order, copy of cashier's check, or payment receipt with landlord's signature and phone number
- Section 8 letter
- I am living with someone else who is the homeowner or lease tenant. (If you select this option, you will be required to complete additional residency affidavits.)

AND

Category B (must provide TWO from this category)

- | | |
|--|---|
| <input type="checkbox"/> Most recent month's cable TV bill | <input type="checkbox"/> Current bank statement |
| <input type="checkbox"/> Most recent month's telephone bill | <input type="checkbox"/> Current credit card statement |
| <input type="checkbox"/> Current homeowner's/renter's insurance policy | <input type="checkbox"/> Most recent month's water bill |
| <input type="checkbox"/> Most recent month's gas bill | <input type="checkbox"/> Current Medicaid card or LINK card |
| <input type="checkbox"/> Most recent month's electric bill | |

IF YOU CANNOT PRODUCE ALL REQUIRED DOCUMENTS OR NEED HELP:

Please call your school office to determine how to proceed. During the summer when school is not in session, please call the District office at 847-318-4300.

Homelessness or Temporary Living Situations: Your child may qualify for additional services. Students experiencing homelessness or a temporary living situation should contact the District 64 McKinney-Vento Liaison Michael Padavic at 847-318-4332.

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official
Ron DeGeorge, Director of Facility Management

Date: January 22, 2018

Subject: Approval of Summer Construction Bids: Roofing & Tuckpointing

As authorized at the October 23, 2017 Board of Education meeting, District 64 prepared construction documents and sought bids for:

- Total roof replacement at Emerson Middle School and replacement of approximately 90% of the roof at Franklin Elementary School. (The remaining 10% of the Franklin roof is a metal roof with approximately another 30 years of life.)
- Tuckpointing projects at Lincoln Middle School and Franklin Elementary School. This project will bring both Lincoln and Franklin up-to-date on tuckpointing. Going forward, maintenance tuckpointing will be done on both facilities as needed.

The roofing and tuckpointing projects are part of the estimated \$8.4 million in projects approved for bidding for the coming summer.

Roofing Projects

Bids for the Emerson Middle School and Franklin Elementary School Roof Projects were received at 9:00 a.m. on January 18, 2018. The District received bids from nine contractors. The lowest responsible base bid was from National Roofing in the amount of \$1,698,000. As a follow-up to the bid opening, Studio GC met with National Roofing to review the scope of the project and has recommended to administration that the bid be awarded to National Roofing. (Attachment 1). National Roofing has done roofing projects over the last two years, including the emergency roofing project at Carpenter's gym and the roof projects completed last year at Lincoln Middle School and Roosevelt Elementary School.

The Roof Projects are Critical Infrastructure projects. The initial estimate from Studio GC for the project was \$2,418,970. The bid to be awarded represents a difference of \$720,970 from the original estimate. After Studio GC set the initial estimate for the roof projects, core samples of the roofs were done prior to the bid being released to see if the insulation would need to be replaced. It was determined that large portions of the current insulation on the roofs was not damaged and did not need to be replaced.

Related to this work, the District will incur architectural (7.5%) and construction management (2.0%) fees of \$161,310 for this project.

Tuckpointing Projects

Bids for the Lincoln Middle School and Franklin Elementary School Tuckpointing Projects were received at 12:00 p.m. on January 18, 2018. The District received bids from 10 contractors. The lowest responsible base bid was from Construction Consulting & Disbursement Services, Inc. (CCDS) in the amount of \$175,000. Studio GC met with CCDS to review the scope of the project and has recommended to administration that the bid be awarded to CCDS (Attachment 2).

The Tuckpointing Projects are Critical Infrastructure projects. The initial estimate from Studio GC for the project was \$88,153. The bid to be awarded represents a difference of \$67,847 from the original estimate. After the estimates were developed, additional tuckpointing was identified at Franklin Elementary School. Administration believes it is prudent to complete this project all at once.

Related to this work, the District will incur architectural (7.5%) and construction management (2.0%) fees of \$14,820 for this project.

ACTION ITEM 18-01-01

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Roofing Bid to National Roofing Corporation in the amount of \$1,698,000 for the Emerson/Franklin Roofing Replacement.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

ACTION ITEM 18-01-02

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Tuckpointing Bid to Construction Consulting & Disbursement Services, Inc. (CCDS) in the amount of \$175,000 for the Lincoln/Franklin Tuck Pointing.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

1/22/18



223 W. Jackson Blvd., Suite 1200
 Chicago, IL 60606
 P: 312.253.3400 F: 312.253.3401

Client: Park Ridge-Niles School District 64
Project Name: Masonry Tuckpointing
 Lincoln Middle School/Franklin Elementary School
Project No.: 17094
Bid Date: Thursday, January 18, 2018 @ 12:00 p.m.
Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum	Bid Bond	Remarks
		#1		
A Horn Masonry 847-514-4325	NO BID			
Berglund Construction 773-771-9029	NO BID			
BETON 773-823-1145	\$217,000.00	X	X	
CCDS/Stone Construction 847-983-8828	\$175,000.00	X	X	
Cruz Bros. 773-553-9406	NO BID			
Grove Masonry 708-385-0225	\$244,587.00	X	X	



223 W. Jackson Blvd., Suite 1200
 Chicago, IL 60606
 P: 312.253.3400 F: 312.253.3401

Client: Park Ridge-Niles School District 64
Project Name: Masonry Tuckpointing
 Lincoln Middle School/Franklin Elementary School
Project No.: 17094
Bid Date: Thursday, January 18, 2018 @ 12:00 p.m.
Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum	Bid Bond	Remarks
		#1		
Iwanski Masonry 630-317-7300	NO BID			
JSL Building Restoration 847-671-8888	\$245,640.00	X	X	
MPI 773-965-5656	\$178,000.00	X	X	
Otto Baum Company 309-284-1724	\$296,705.00	X	X	
Rasco Masonry 847-863-2281	\$185,000.00	X	X	
REEF LLC 312-719-4826	NO BID			



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Client: Park Ridge-Niles School District 64
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Project No.: 17094
Bid Date: Thursday, January 18, 2018 @ 12:00 p.m.
Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum	Bid Bond	Remarks
		#1		
Restore Works 847-567-5115	NO BID			
Safe Way Tuckpointing 847-299-5348	\$156,000.00	NO	X	
Seyller's Inc. 815-784-3724	\$245,000.00	X	X	
Soumar Masonry Restoration 630-834-3400	\$289,450.00	X	X	
Stone Construction 847-983-8828	NO BID			



223 W. Jackson Blvd., Suite 1200
 Chicago, IL 60606
 P: 312.253.3400 F: 312.253.3401

Client: Park Ridge-Niles School District 64
Project Name: 2018 Roofing Replacement-
 Emerson & Franklin
Project No.: 17092
Bid Date: Thursday, January 18, 2018 @ 9:00 a.m.
Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum		Bid Bond	Remarks
		#1	#2		
A1 Roofing	NO BID				
Adler Roofing	NO BID				
All American	\$1,723,000.00	X	X	X	
Combined Roofing Services	NO BID				
Crowther Roofing	NO BID				
CSR Roofing	\$2,208,284.00	X	X		



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Project No.: 17092
Bid Date: Thursday, January 18, 2018 @ 9:00 a.m.
Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum		Bid Bond	Remarks
		#1	#2		
DCG Roofing Solutions	\$2,274,140.00	X	NO	X	
Elens & Maichin Roofing	NO BID				
Filotto Roofing	NO BID				
F&G Roofing	NO BID				
Garland Company	NO BID				
Knickerbocker	\$1,946,000.00	X	X	X	



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Contractor	Total Bid Amount	Addendum		Bid Bond	Remarks
		#1	#2		
L Marshall	\$1,765,000.00	X	X		
MPI	NO BID				
National Roofing Corporation	\$1,698,000.00	X	X	X	
New Edge Improvement	NO BID				
R.B Crowther	\$1,732,500.00	X	X	X	
R.E Burke RFG	NO BID				

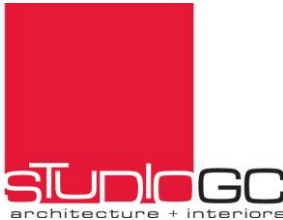


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Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum		Bid Bond	Remarks
		#1	#2		
Reflective Roofing	NO BID				
Riddiford Roofing	\$1,864,075.00	X	X	X	
WRC	\$1,856,815.00	X	X	X	



223 West Jackson Boulevard
Suite 1200
Chicago, IL 60606
Phone: 312 253 3400
Fax: 312 253 3401

January 19, 2018

Mrs. Luann Kolstad
Chief School Business Official
Park Ridge-Niles School District 64
164 South Prospect Avenue
Park Ridge, IL 60068

RE: Masonry Tuckpointing
Lincoln Middle School and Franklin Elementary School
Project No. 17094

Dear Luann:

Bids for the above referenced project were received at 12:00 p.m. on Thursday, January 18, 2018. There were 17 bidders of record; 10 bids were received. A bid tabulation sheet is herein attached for your review.

We have analyzed the bids and the qualifications of the bidders and recommend that the contract for Masonry Tuckpointing at Lincoln and Franklin Schools be awarded to the lowest responsible, responsive bidder, **Construction Consulting & Disbursement Services, Inc. (CCDS)**, in the amount of their base bid proposal of **\$175,000.00**.

Please note that the total bid amount includes a total of \$25,000.00 in contingency allowance monies. Any unused allowance money will be credited back to the school district at the conclusion of the project.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Richard Petricek, AIA
Senior QA and QC Manager

Enclosure – Bid Tabulation

cc: Ron DeGeorge, Park Ridge-Niles SD 64
Vicki Luczynski, StudioGC



223 W. Jackson Blvd., Suite 1200
 Chicago, IL 60606
 P: 312.253.3400 F: 312.253.3401

Client: Park Ridge-Niles School District 64
Project Name: Masonry Tuckpointing
 Lincoln Middle School/Franklin Elementary School
Project No.: 17094
Bid Date: Thursday, January 18, 2018 @ 12:00 p.m.
Project Architect: Rick Petricek

BID TAB WORKSHEET

Contractor	Total Bid Amount	Addendum	Bid Bond	Remarks
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A Horn Masonry 847-514-4325	NO BID			
Berglund Construction 773-771-9029	NO BID			
BETON 773-823-1145	\$217,000.00	X	X	
CCDS/Stone Construction 847-983-8828	\$175,000.00	X	X	
Cruz Bros. 773-553-9406	NO BID			
Grove Masonry 708-385-0225	\$244,587.00	X	X	



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Client: Park Ridge-Niles School District 64
Project Name: Masonry Tuckpointing
 Lincoln Middle School/Franklin Elementary School
Project No.: 17094
Bid Date: Thursday, January 18, 2018 @ 12:00 p.m.
Project Architect: Rick Petricek

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REEF LLC 312-719-4826	NO BID			

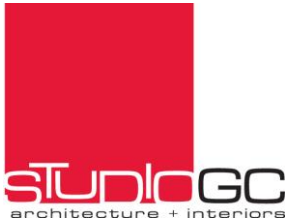


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Stone Construction 847-983-8828	NO BID			



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January 19, 2018

Mrs. Luann Kolstad
Chief School Business Official
Park Ridge-Niles School District 64
164 South Prospect Avenue
Park Ridge, IL 60068

RE: 2018 Roofing Replacement
Emerson Middle School and Franklin Elementary School
Project No. 17092

Dear Luann:

Bids for the above referenced project were received at 9:00 a.m. on Thursday, January 18, 2018. There were 21 bidders of record; nine (9) bids were received. A bid tabulation sheet is herein attached for your review.

We have analyzed the bids and the qualifications of the bidders and recommend that the contract for 2018 Roofing Replacement at Emerson and Franklin Schools be awarded to the lowest responsible, responsive bidder, **National Roofing Corporation**, in the amount of their base bid proposal of **\$1,698,000.00**.

Please note that the total bid amount includes a total of \$80,000.00 in contingency allowance monies. Any unused allowance money will be credited back to the school district at the conclusion of the project.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Richard Petricek, AIA
Senior QA and QC Manager

Enclosure – Bid Tabulation

cc: Ron DeGeorge, Park Ridge-Niles SD 64
Vicki Luczynski, StudioGC



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 P: 312.253.3400 F: 312.253.3401

Client: Park Ridge-Niles School District 64
Project Name: 2018 Roofing Replacement-
 Emerson & Franklin
Project No.: 17092
Bid Date: Thursday, January 18, 2018 @ 9:00 a.m.
Project Architect: Rick Petricek

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Adler Roofing	NO BID				
All American	\$1,723,000.00	X	X	X	
Combined Roofing Services	NO BID				
Crowther Roofing	NO BID				
CSR Roofing	\$2,208,284.00	X	X		



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Filotto Roofing	NO BID				
F&G Roofing	NO BID				
Garland Company	NO BID				
Knickerbocker	\$1,946,000.00	X	X	X	



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New Edge Improvement	NO BID				
R.B Crowther	\$1,732,500.00	X	X	X	
R.E Burke RFG	NO BID				



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Riddiford Roofing	\$1,864,075.00	X	X	X	
WRC	\$1,856,815.00	X	X	X	

To: Board of Education
Dr. Laurie Heinz, Superintendent
From: Luann Kolstad, Chief School Business Official
Ron DeGeorge, Director of Facility Management
Date: January 22, 2018
Re: MetalMaster Settlement Agreement

Background

In summer 2016, the District embarked on the first year of replacing and repairing the building roofs in the District through our current Health Life Safety/Master Facilities Plan. Through a competitive bid process, MetalMaster was chosen as the lowest responsible bidder for the roofing projects and was vetted out through the construction management firm, Nicholas & Associates, Inc. Roofing work was done on the District's Educational Service Center, and Washington, Roosevelt, Lincoln, Franklin and Carpenter schools.

At the conclusion of the roofing projects, administration and FGM Architects performed a walk-through of the roofing installation at Washington School. It was noted that the fully-adhered EPDM membrane that was installed had hundreds of nodules and a portion of the membrane was wrinkled and not rolled flat. MetalMaster's response regarding the nodules was that they are lumps of hardened adhesive that were sprayed on during installation. Other newly installed EPDM membrane roofs were inspected in the District and found to have similar nodules on them. Administration voiced concerns regarding what was considered a sub-standard installation and a new roof that required cutting and patching due to a leak (not related to nodules).

Administration and MetalMaster met with Firestone, the manufacturer of the roofing material, regarding the installation. The manufacturer stated that they would still honor the warranty on the EPDM roofs. Administration remained concerned regarding the cost associated with the installation of these roofs and gave MetalMaster two alternatives: replace the EPDM roofs or provide an extended, 15-year warranty, including maintenance.

During this period, District 64 withheld the \$198,000 final payment to MetalMaster. Withholding the final payment was administration's guarantee that a fair settlement would be reached between the District and MetalMaster.

Proposed Remedy

As the proposed Settlement Agreement (Attachment 1) states, both MetalMaster and Firestone disagree with the District as to there being any issues with the roofing systems at the schools. However, both parties wish to resolve their differences without the cost and expense of litigation.

MetalMaster will therefore provide:

- Annual Roofing Inspections of the buildings listed above. The scope of the inspections is included in the Settlement Agreement Section 2, a, i - xiii. The cost of the annual inspection program is approximately \$4K or \$60K over the 15 years of the agreement.
- Inspection Report delivered to the District within 30 days of completion of inspections. This report will include the results of the inspections and provide detailed suggestions on any preventative maintenance options and any necessary repairs to the roofs.
- Repairs as a Result of Annual Inspection. If the inspection finds any damages to the roofing system, failures of the roofing system to work as designed and/or in accordance with the manufacturer's specifications or other defects in the roofing system that are caused by MetalMaster, they will promptly and at no cost to the District perform the repairs. The scope of the repair service are outlined in the Settlement Agreement Section 2, C.

The District's attorney, James Levi of Hodges Loizzi, has prepared a settlement agreement with MetalMaster. MetalMaster has agreed to and signed the agreement. Upon the Board approving the agreement tonight, MetalMaster's final payment from summer 2016 of approximately \$198,000 will be paid to MetalMaster.

Recommendation

Administration recommends that the Board enters into this agreement, and is satisfied that the proposed terms will give the District the proper protection in terms of the expected lifetime of the EPDM membrane roofs that were installed by MetalMaster in summer 2016.

ACTION ITEM 18-01-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Settlement Agreement between MetalMaster and District 64 for the summer 2016 EPDM membrane roofs.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

1/22/18

**SETTLEMENT AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64 AND METALMASTER
SHEET METAL, INC., D/B/A METALMASTER ROOFMASTER**

THIS SETTLEMENT AGREEMENT (“Agreement”) dated as of January 22, 2018 (the “Effective Date”) is entered into by and between the Board of Education of Community Consolidated School District No. 64, a body corporate and politic (“Board”) and MetalMaster Sheet Metal, Inc., d/b/a MetalMaster RoofMaster, Inc., an Illinois corporation (“MetalMaster”) (sometimes collectively referred to as the “Parties”).

WITNESSETH

WHEREAS, in approximately March 2016, the Board sought public bids to perform certain roof work at the following schools within the School District: (i) George B. Carpenter Elementary School; (ii) Hendee Education Service Center; (iii) Lincoln Middle School; (iv) Theodore Roosevelt Elementary School; and (v) George Washington Elementary School (collectively, the “Schools”); and

WHEREAS, after due advertisement, a roof contract was awarded to MetalMaster RoofMaster, Inc. pursuant to that certain Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum – Construction Manager Advisor Edition, AIA Document A101/CMA – Electronic Edition, dated March 24, 2016, with a Contract Sum of \$2,059,870 (the aforementioned contract and all documents incorporated therein are collectively referred to as the “Contract Documents”) (the roof work to be performed pursuant to the Contract Documents shall be referred to as the “Project”); and

WHEREAS, before final completion of Project, certain workmanship issues arose that caused pimpling of the roof membrane at George Washington Elementary School; and

WHEREAS, the Board promptly notified MetalMaster of the issues at George Washington Elementary School and MetalMaster undertook certain actions to repair the membrane pimpling, which repairs included, removing and patching portions of the roof membrane; and

WHEREAS, MetalMaster has requested final payment for its work, which final payment totals \$198,894.89 and the Board is holding \$198,894.89 for such payment (the “Funds”); and

WHEREAS, the roofing system installed at the Schools is covered by several manufacturer and installer warranties, including warranties provided by MetalMaster; and

WHEREAS, to ensure that roofs at the Schools perform in accordance with the Contract Documents, the manufacture specifications, and to further ensure that the repairs performed by MetalMaster do not invalidate the MetalMaster Warranties (defined in Paragraph 6 below), the Parties desire to enter into this Settlement Agreement; and

WHEREAS, MetalMaster disagrees that there are or were any issues with the roofing systems at the Schools; and

WHEREAS, the Parties wish to resolve their differences without the cost, expense, and uncertainties of litigation among them.

NOW, THEREFORE, in consideration of the mutual undertakings contained herein and for other valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. The understandings set forth above are incorporated in this Paragraph as though fully set forth.

2. Annual Roof Inspections. MetalMaster shall perform annual roof inspections at the Schools commencing in the spring of 2018 and each spring thereafter with the final inspections taking place in the spring of 2031. MetalMaster and the Board shall mutually agree upon the dates of the annual inspections.

a. *Scope of Inspections.* The inspections required under this Paragraph shall consist of the following services at the Schools:

i. Inspecting all gutters and drains for accumulation of leaves, or any other obstructions that may hinder proper drainage; and

ii. Inspecting all gutter and drain seals, screens and strainers to ensure they are properly working and to ensure there is no potential for water infiltration; and

iii. Inspecting all vents, hatches, stacks, skylights and HVAC penetrations for potential water infiltration; and

iv. Inspecting all HVAC units to ensure that condensation is properly drained from the units through pipes to drains; and

v. Inspecting all rain caps on stacks and seams for all roof top units to ensure that they are functioning properly and there is no potential for water infiltration; and

vi. Inspecting the roofing systems for any damages that may have occurred in servicing roof top units; and

vii. Inspecting the roof for any cracks or splits at roof terminations, including edge flashings and expansion joints; and

viii. Inspecting all coping joints and metal flashings to ensure that they are functioning properly and there is no potential for water infiltration; and

ix. Inspecting all flashings at all walls, pipes, ventilators and other penetrations to ensure that they are functioning properly and there is no potential for water infiltration; and

x. Inspecting the roofs for any open joints, sagging flashing, missing counter-flashing, punctures, tearing due to building movement and missing or protruding fasteners; and

xi. Inspecting the roofs for any soft spots, interlayer separation, blisters, pimpling, splits, ridging or bare spots, as well as any mechanical or physical damage caused by tools or heavy objects, hail, vandalism or excessive foot traffic; and

xii. Inspecting the roofs for any indications of ponded water or poor drainage; and

xiii. Inspecting the roofs for any pinholes, erosion of coating and any cracks or moisture penetration.

b. *Inspection Report.* Within thirty (30) days of the completion of the inspections required in this Paragraph, MetalMaster shall provide the Board with a written report documenting the results of the inspections and providing detailed suggestions on any preventative maintenance options and any necessary repairs to the roofs.

c. *Repairs as a Result of Annual Inspections.* In the event any inspection conducted hereunder finds any damages to the roofing system, failures of the roofing system to work as designed and or in accordance with the manufacturer's specifications or other defects in the roofing system that are caused by, arising from or related to any work performed by MetalMaster or are caused by, arising from or related to the failure of MetalMaster to perform any required work, MetalMaster shall promptly, and at no cost to the Board, repair such damages, failures and defects. Such repair services shall include, but not be limited to: (i) 24 hour emergency response during which temporary repairs may be made to prevent further damage until a permanent solution can be applied; (ii) repairs agreed upon by the Owner and MetalMaster; (iii) snow and ice removal; (iv) field and flashing repairs and (v) removing debris from the roof, drains and gutters; (vi) any other work authorized by the Board and the applicable warranty provider to ensure that the warranty is maintained.

3. Parking of Vehicles and Material Storage. When performing services under this Agreement, MetalMaster may park its vehicles and store materials at the Schools, at such locations designated by the Board.

4. Debris Removal. When performing any services under this Agreement, MetalMaster shall clean, on a daily basis, the worksite so that it is free from garbage and debris. Upon completion of any services under this Agreement, MetalMaster shall cart away surplus materials and debris from the worksite and leave the worksite in a broom-clean condition.

5. Coordination of Work. The Board may engage the services of other contractors to perform work at the Schools and MetalMaster shall cooperate with all such contractors with regard to scheduling and sequencing of work so as to avoid conflicts and delays.

6. Confirmation and Extension of Warranties. In connection with the Project, MetalMaster provided the Board with warranties for all of the EPDM roof membrane work performed by MetalMaster at the Schools, which warranties are effective as of August 15, 2016, and expire on August 15, 2018; MetalMaster also provided the Board with warranties for all of the EPDM roof related sheet metal trim and flashing, shingle roofing, shingle roof related sheet metal trim and flashing, flush seam metal wall panel, and flush seam metal wall panel related sheet metal trim and flashing work performed by MetalMaster at the Schools, which warranties are also in effect as of August 15, 2016 and expire on August 15, 2017 (collectively, the “MetalMaster Warranties”). A copy of the MetalMaster Warranties are attached to this Agreement as Exhibits A-E and incorporated herein. MetalMaster acknowledges and confirms that it has performed certain roof repairs to the Schools, including, but not limited to, patching and replacing roof membrane, and that those repairs in no way voided, limited or diminished the Board’s rights under the MetalMaster Warranties. Moreover, MetalMaster hereby affirms the validity of the MetalMaster Warranties as of the Effective Date and hereby extends the warranty periods of the MetalMaster Warranties to August 15, 2031.

7. Release of Funds. Within seven (7) days of the last party to execute this Agreement and upon MetalMaster tendering its final pay application with final lien waivers from all subcontractors and suppliers, and MetalMaster’s compliance with any other obligations under the Contract Documents, the Board shall release to MetalMaster \$198,894.89, which amount represents the total the balance of the contract sum due to MetalMaster.

8. Insurance. For the duration of this Agreement, MetalMaster shall carry the following types of insurance at its own cost and expense: (1) commercial general liability insurance on an occurrence basis in the minimum amount of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate; (2) umbrella or excessive liability insurance, on an occurrence basis, in a minimum amount of \$5,000,000.00 per occurrence and in the aggregate; (3) worker’s compensation coverage in the minimum statutory amounts and employers liability insurance with minimums not less than \$1,000,000.00 each accident for bodily injury by accident and \$1,000,000.00 each employee for bodily injury by disease; and (4) business auto liability insurance, for all autos, including, owned, hired and non-owned vehicles, in the amount of \$1,000,000.00 per accident. MetalMaster shall name the Indemnitees (defined in Paragraph 9 below) as additional insureds on all insurance policies required herein, with the exception of the worker’s compensation insurance. The insurance required of MetalMaster shall be primary and non-contributory. Any insurance of an Indemnitee shall not contribute to a loss until all insurance of MetalMaster related to the claim has been exhausted. The excess or umbrella insurance shall follow the form of the underlying policies in all respects.

9. Indemnification. MetalMaster agrees to indemnify, defend and hold the Board, its individual Board members, employees and agents (collectively, the “Indemnitees”) harmless from and against any losses, costs, damages, liabilities, claims, suits, actions, causes of action and expenses (including, without limitation, reasonable attorneys’ fees, expert witness fees, and

court costs) suffered or incurred by the Indemnitees arising from, related to or in connection with (i) MetalMaster's failure to comply with any of the terms, covenants and conditions contained within this Agreement, and (iv) any negligent act or omission of MetalMaster relating to, arising from or connected with this Agreement.

10. Joint and Mutual Release. As a material inducement to each of the Parties to enter this Agreement, each of the Parties, on behalf of itself, its predecessors, successors, assigns, insurers, present and previous shareholders, agents, directors, officers, employees and representatives hereby irrevocably, unconditionally and fully releases, acquits, and forever discharges each of the other Parties and each of their predecessors, successors, assigns, insurers, present and previous attorneys, shareholders, agents, directors, officers, employees, and representatives from any and all charges, complaints, claims, demands, actions, causes of actions, liabilities, obligations, promises, agreements, controversies, damages (including without limitation special, consequential and punitive damages, together with lost profits), suits, rights, costs, losses, debts and expenses of every nature and kind whatsoever, whether based in contract, tort, statute or otherwise, and whether now existing or hereafter arising as a direct or indirect result of any acts, omissions, or events occurring to the date of this Agreement which any of the Parties had or now have or may have in the future and which arise out of the pimpling of the roof membrane at the Schools. This joint and mutual release shall become effective upon the full execution of this Agreement.

11. Governing Law, Jurisdiction and Venue. This Agreement shall be construed in all respects in accordance with and governed by the laws and decisions of the State of Illinois without regard to its choice of law provisions. Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Each of the Parties acknowledges that this Agreement is being entered by each Party in partial consideration of each Party's right to enforce in the State of Illinois and in Cook County the terms and provisions hereunder. Each of the Parties consents to jurisdiction in the State of Illinois and the exclusive venue in the Circuit Court of Cook County, Illinois or the U.S. District Court, Northern District of Illinois, Eastern Division, as permitted by applicable law. Each of the Parties waives any and all rights to contest jurisdiction and venue.

12. Counterparts. This Agreement may be executed in counterparts by the respective Parties, and each such counterpart shall be deemed an original document. All such counterparts shall be construed together and shall constitute one instrument.

13. Complete Agreement. This Agreement, and the contracts referenced herein, embody and constitute the final and entire understanding among the Parties with respect to the settlement and release of claims contemplated herein. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement. Neither this Agreement nor any provision of this Agreement may be waived, modified, amended, discharged or terminated, except by an instrument in writing signed by the party against which the enforcement of such waiver, modification, amendment, discharge, or termination is sought and then only to the extent set forth in such instrument. This Agreement may not be contradicted by evidence of prior, contemporaneous, or subsequent oral agreements or statements.

14. **Time is of the Essence.** Time is of the essence of this Agreement.

15. **Authority to Execute.** Each signatory hereto represents and warrants that he or she has the necessary and proper corporate authority to execute this Agreement and bind his or her entity to the terms and conditions herein.

IN WITNESSES WHEREOF, the Parties have executed this Agreement on the dates set forth below and it is effective as of the date first set forth above.


**BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED
SCHOOL DISTRICT NO. 64**

**METALMASTER SHEET METAL, INC.,
d/b/a METALMASTER ROOF MASTER,
INC.**

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

471711_2

Warranty  *Warranty*

08/15/16 EFFECTIVE 08/15/18 EXPIRES

**METALMASTER
ROOFMASTER**

Metalmaster Roofmaster, Inc. hereby guarantees all the EPDM roof membrane work only performed by Metalmaster Roofmaster, Inc. on the below referenced project against any defect of material and/or workmanship for a period of two (2) years from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

MULTIPLE LOCATIONS
PROJECT LOCATION

METALMASTER ROOFMASTER, INC.


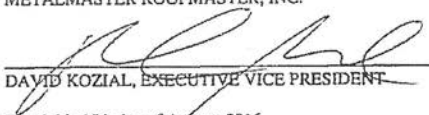

DAVID ROZAL, EXECUTIVE VICE PRESIDENT


Dated this 15th day of August, 2016

Non Transferable

METALMASTER
GEORGE B. CARPENTER ELEMENTARY SCHOOL WARRANTIES

EXHIBIT A

<i>Warranty</i>		<i>Warranty</i>
08/15/16 EFFECTIVE		08/15/17 EXPIRES
METALMASTER ROOFMASTER		
<p>Metalmaster Roofmaster, Inc. hereby guarantees all EPDM roof related sheet metal trim and flashing, Shingle roofing, Shingle roof related sheet metal trim and flashing, flush seam metal wall panel, and flush seam metal wall panel related sheet metal trim and flashing work performed by Metalmaster Roofmaster, Inc. only on the below referenced project against any defect of material and/or workmanship for a period of one (1) year from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.</p> <p>Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters, (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.</p> <p>Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.</p>		
<u>PARK RIDGE NILES CCSD 64</u> OWNER	METALMASTER ROOFMASTER, INC.  DAVID KOZIAL, EXECUTIVE VICE PRESIDENT	
<u>2016 RE-ROOFING AT MULTIPLE SCHOOLS</u> PROJECT NAME	Dated this 15th day of August, 2016	
<u>MULTIPLE LOCATIONS</u> PROJECT LOCATION		
Non Transferable		

Warranty  *Warranty*

08/15/16 EFFECTIVE 08/15/18 EXPIRES

**METALMASTER
ROOFMASTER**

Metalmaster Roofmaster, Inc. hereby guarantees all the EPDM roof membrane work only performed by Metalmaster Roofmaster, Inc. on the below referenced project against any defect of material and/or workmanship for a period of two (2) years from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

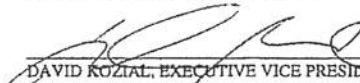
Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

MULTIPLE LOCATIONS
PROJECT LOCATION


METALMASTER ROOFMASTER, INC.

DAVID KOZIAL, EXECUTIVE VICE PRESIDENT

Dated this 15th day of August, 2016

Non Transferable

METALMASTER
HENDEE EDUCATION SERVICE CENTER WARRANTIES

EXHIBIT B

Warranty  *Warranty*

08/15/16 EFFECTIVE 08/15/17 EXPIRES

**METALMASTER
ROOFMASTER**

Metalmaster Roofmaster, Inc. hereby guarantees all EPDM roof related sheet metal trim and flashing, Shingle roofing, Shingle roof related sheet metal trim and flashing, flush seam metal wall panel, and flush seam metal wall panel related sheet metal trim and flashing work performed by Metalmaster Roofmaster, Inc. only on the below referenced project against any defect of material and/or workmanship for a period of one (1) year from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters, (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components, (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64 METALMASTER ROOFMASTER, INC.
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME DAVID KOZIAL, EXECUTIVE VICE PRESIDENT

MULTIPLE LOCATIONS
PROJECT LOCATION Dated this 15th day of August, 2016

Non Transferable

Warranty  *Warranty*

08/15/16 EFFECTIVE 08/15/18 EXPIRES

**METALMASTER
ROOFMASTER**

Metalmaster Roofmaster, Inc. hereby guarantees all the EPDM roof membrane work only performed by Metalmaster Roofmaster, Inc. on the below referenced project against any defect of material and/or workmanship for a period of two (2) years from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64 METALMASTER ROOFMASTER, INC.
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

MULTIPLE LOCATIONS
PROJECT LOCATION


DAVID ROZIAL, EXECUTIVE VICE PRESIDENT


Dated this 15th day of August, 2016

Non Transferable

METALMASTER
LINCOLN MIDDLE SCHOOL WARRANTIES

EXHIBIT C

<i>Warranty</i>		<i>Warranty</i>
08/15/16 EFFECTIVE		08/15/17 EXPIRES
METALMASTER ROOFMASTER		
<p>Metalmaster Roofmaster, Inc. hereby guarantees all EPDM roof related sheet metal trim and flashing, Shingle roofing, Shingle roof related sheet metal trim and flashing, flush seam metal wall panel, and flush seam metal wall panel related sheet metal trim and flashing work performed by Metalmaster Roofmaster, Inc. only on the below referenced project against any defect of material and/or workmanship for a period of one (1) year from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.</p> <p>Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.</p> <p>Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.</p>		
<u>PARK RIDGE NILES CCSD 64</u> OWNER	METALMASTER ROOFMASTER, INC.  <u>DAVID KOZIAL, EXECUTIVE VICE PRESIDENT</u>	Dated this 15th day of August, 2016
<u>2016 RE-ROOFING AT MULTIPLE SCHOOLS</u> PROJECT NAME		
<u>MULTIPLE LOCATIONS</u> PROJECT LOCATION		
Non Transferable		

Warranty  *Warranty*

08/15/16
EFFECTIVE

08/15/18
EXPIRES

**METALMASTER
ROOFMASTER**

Metalmaster Roofmaster, Inc. hereby guarantees all the EPDM roof membrane work only performed by Metalmaster Roofmaster, Inc. on the below referenced project against any defect of material and/or workmanship for a period of two (2) years from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

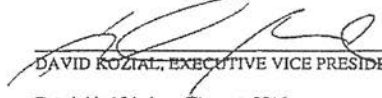
Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

MULTIPLE LOCATIONS
PROJECT LOCATION

METALMASTER ROOFMASTER, INC.


DAVID ROZIAL, EXECUTIVE VICE PRESIDENT

Dated this 15th day of August, 2016

Non Transferable

THEODORE ROOSEVELT ELEMENTARY SCHOOL WARRANTIES
METALMASTER

EXHIBIT D



Warranty

Warranty

08/15/16

08/15/17

EFFECTIVE

EXPIRES

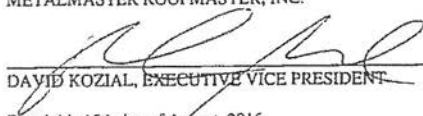
METALMASTER ROOFMASTER

Metalmaster Roofmaster, Inc. hereby guarantees all EPDM roof related sheet metal trim and flashing, Shingle roofing, Shingle roof related sheet metal trim and flashing, flush seam metal wall panel, and flush seam metal wall panel related sheet metal trim and flashing work performed by Metalmaster Roofmaster, Inc. only on the below referenced project against any defect of material and/or workmanship for a period of one (1) year from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64
OWNER

METALMASTER ROOFMASTER, INC.

DAVID KOZIAL, EXECUTIVE VICE PRESIDENT

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

Dated this 15th day of August, 2016

MULTIPLE LOCATIONS
PROJECT LOCATION

Non Transferable

Warranty  *Warranty*

08/15/16 EFFECTIVE 08/15/18 EXPIRES

**METALMASTER
ROOFMASTER**

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Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64 METALMASTER ROOFMASTER, INC.
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

MULTIPLE LOCATIONS
PROJECT LOCATION


DAVID ROZAL, EXECUTIVE VICE PRESIDENT

Dated this 15th day of August, 2016

Non Transferable

METALMASTER
GEORGE WASHINGTON ELEMENTARY SCHOOL WARRANTIES

EXHIBIT E

Warranty  *Warranty*

08/15/16 EFFECTIVE 08/15/17 EXPIRES

**METALMASTER
ROOFMASTER**

Metalmaster Roofmaster, Inc. hereby guarantees all EPDM roof related sheet metal trim and flashing, Shingle roofing, Shingle roof related sheet metal trim and flashing, flush seam metal wall panel, and flush seam metal wall panel related sheet metal trim and flashing work performed by Metalmaster Roofmaster, Inc. only on the below referenced project against any defect of material and/or workmanship for a period of one (1) year from the effective date shown above. If during the warranty period, Metalmaster Roofmaster will diligently correct any applicable defects in workmanship and/or material upon receipt of written notice from the Owner. The Owner shall furnish notice to Metalmaster Roofmaster promptly upon discovery of the condition requiring repair.

Metalmaster Roofmaster is not liable for any loss or damage during the warranty period for (a) Any and all misuse and/or abuse by the owner or others; (b) Failure by the Owner to provide routine maintenance; (c) Routine wear and tear; (d) Any act(s), conduct or omission(s) by any person, acts of war, terrorism, vandalism, natural forces or disasters; (e) Deterioration or failure of adjacent or surrounding building components; (f) Condensation, ice backup or infiltration in, through or around adjacent or surrounding building components; (g) Any acids, harmful chemicals, alteration, repair, disturbance, roofing, penetrations, heavy traffic, installation or attachment of any kind that does not comply with published specifications and/or which were not performed by Metalmaster Roofmaster; (h) The architecture, engineering, construction or design of the roof, roofing system or building. Any and all other applicable Manufacturer's warranty exclusions are incorporated herein by reference and shall apply with the same force as if fully set forth herein.

Metalmaster Roofmaster's liability is limited to the repair of its material and workmanship only. Metalmaster Roofmaster is not liable for any loss or damage to the exterior, interior or contents of any structure under any circumstance. This Metalmaster Roofmaster Warranty shall become null and void if payment of all sums due and owing is not received in full.

PARK RIDGE NILES CCSD 64 METALMASTER ROOFMASTER, INC.
OWNER

2016 RE-ROOFING AT MULTIPLE SCHOOLS
PROJECT NAME

MULTIPLE LOCATIONS
PROJECT LOCATION


DAVID KOZIAL, EXECUTIVE VICE PRESIDENT

Dated this 15th day of August, 2016

Non Transferable

To: Board of Education
Dr. Laurie Heinz, Superintendent

From: Luann Kolstad, Chief School Business Official

Date: January 22, 2018

Subject: Adoption of Resolution #1197 Directs the Chief School Business Official Under the Direct Supervision of the Superintendent to Begin Preparation of the Tentative Budget for 2018-19 Fiscal Year

Every January, administration requests authority to begin preparation of the next fiscal year's budget. The budget project takes many months and input from a wide range of individuals both internally as well as outside the District with vendors that the District contracts with for the following fiscal year. Some examples include curriculum adoptions, transportation, food service, etc.

Inside District 64, the business office works with curriculum specialists, department heads, principals and central office administrators to develop a budget that addresses the education of our students and advances the areas of focus within the *2020 Vision* Strategic Plan while maintaining a fiscally conservative budget.

ACTION ITEM 18-01-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt Resolution #1197, directing 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* 105 ILCS 5/17-1

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:
NAYS:
PRESENT:
ABSENT:

1/22/2018

Approval of Recommended Personnel Report

ACTION ITEM 18-01-5

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:

Personnel Report
January 22, 2018

Craig Hoffman	Employ as Special Education Teacher at Washington School effective January 8, 2018 - Base, Step 1, \$26,106.94 (Prorated from 96.5 days out of 185 days).
Andie Karras	Employ as LRC Assistant at Field School effective January 12, 2018 - \$15.65 hr.
Suzana Taipovic	Employ as Teaching Assistant at Field School effective December 18, 2017- \$15.65 hr.
Elise (Lisa) Wright	Resign as Lunch Program Supervisor at Washington School effective December 22, 2017.
Diane Kravets	Retire as Teacher Assistant at Jefferson School effective June 2018.

Consent Agenda

ACTION ITEM 18-01-6

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda January 22, 2018 which includes Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending December 31, 2017; Adopt Final Calendar for 2018-19 and Tentative Calendar for 2019-20; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

1/22/18

APPROVAL OF BILLS AND PAYROLL

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

Bills

10 - Education Fund -----	\$ 1,030,439.47
20 - Operations and Maintenance Fund -----	\$ 356,911.96
30 - Debt Services -----	\$ 6,117.48
40 - Transportation Fund -----	\$ 262,471.89
50- Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 198,895.00
61 - Capital Projects - 2017 Debt Certificates -----	\$ 379,458.68
80 - Tort Immunity Fund -----	\$ 495.50
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 128906-128966, 128971-129080	
ACH's Numbered: 171800102-171800109, 171800122-171800163	
Total:	\$ 2,234,789.98

Payroll and Benefits for Month of December, 2017

10 - Education Fund -----	\$ 3,994,582.65
20 - Operations and Maintenance Fund -----	\$ 226,088.42
40 - Transportation Fund -----	\$ 984.10
50 - IMRF/FICA Fund -----	\$ 80,775.97
51 - SS/Medicare -----	\$ 88,895.21
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 13764 - 13821	
Direct Deposit: 900127469 - 900128878	
Total:	\$ 4,391,326.35

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

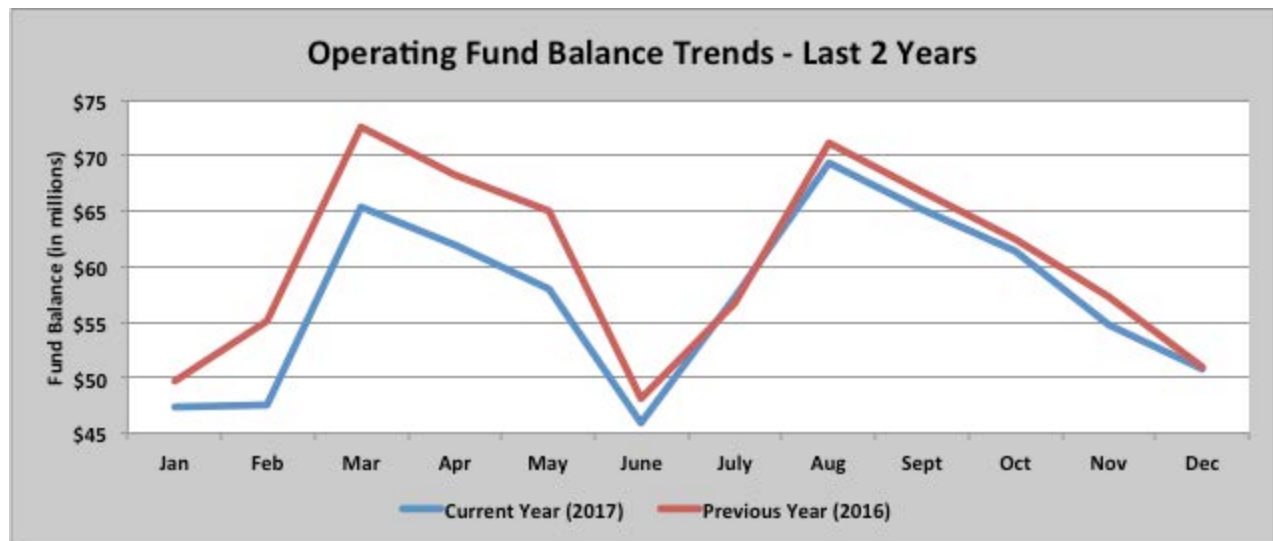
Date: January 22, 2018

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

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

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

Fund balance in the Operating Funds decreased \$4 million in December to a total of \$50.7 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:

- 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.
- November and December – Fund balance in the current year (blue line) took a sharper dip in November and then realigned with the previous year (red line) in December because of a payroll timing difference. The District runs payroll biweekly, so there were 3 payrolls in November 2017 and only 2 payrolls in November 2016. The reverse occurred in December with 2 payrolls in 2017 and 3 payrolls in 2016.

From a macro-level perspective, the District’s fund balance in the Operating Funds as of December 31, 2017, was nearly identical to the prior December 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 - December

Total revenue for the District was 48% of budgeted revenues as of December 31. This is comparable to last year’s pace (45%).

Revenues in December were scarce as the District received only 2% of its annual revenue budget during the month. There were two notable sources of local revenue this month.

1. The District received both 2017 TIF payments from the City of Park Ridge. TIF revenue totaled \$658,000, which was slightly higher than the budgeted amount of \$635,000. The payment related to the value of property within the TIF is recorded in the Education Fund, and the payment for the number of students residing in the TIF is recorded in the Operations and Maintenance Fund.
2. The District adjusted its accounting methodology for the upkeep and support of student Chromebooks. A journal entry was made in December to separate all student fees collected for Chromebooks into a revenue account and all payments for Chromebook repairs and maintenance into an expense account. The adjustment included all activity going back to July 1, which resulted in \$203,000 of revenue recorded during the month. This change in accounting was discussed with and approved by the District’s audit firm.

State revenue was limited to the two monthly installments of Evidence Based Funding totaling \$304,000 and a small special education grant reimbursement. A few months ago the State Comptroller announced that the first two quarters of categorical payments for 2017-18 would be released by December, but that did not occur. No updates have been publicized regarding the revised timeline for these payments.

Expenditure Summary - December

After six months of activity (or 50% of the fiscal year), the District has expended 46% of its overall budget. It is customary for spending to run slightly 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
December	40%	40%
November	33%	29%
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
December	60%	54%
November	56%	50%
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. The District’s capital project work from the summer of 2017 is being completed and paid out at a faster rate than the previous summer’s work. 80% of the Capital Projects Fund budget has been expended to date as compared to 48% at this point last year. This year’s expenses also include final payouts for work done during the 2016-17 fiscal year, so last year’s construction budget was underspent. Secondly, one of the private 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 accounts payable expenditures are in line with the budget as of December.

Other Financing Sources/Uses Summary – December

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 December 31, 2017

Fund	Audited 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 December 31, 2017
(10) Education	\$ 26,522,419	\$ 28,678,940	\$ 25,375,286	\$ 3,303,654	\$ -	\$ 29,826,073
(20) Operations & Maintenance	\$ 8,559,168	\$ 3,253,590	\$ 2,799,579	\$ 454,011	\$ -	\$ 9,013,179
(40) Transportation	\$ 2,800,917	\$ 2,282,086	\$ 1,224,569	\$ 1,057,517	\$ -	\$ 3,858,434
(50) Retirement (IMRF)	\$ 832,865	\$ 409,433	\$ 468,575	\$ (59,142)	\$ -	\$ 773,723
(51) Retirement (Social Security)	\$ 338,377	\$ 773,748	\$ 513,498	\$ 260,250	\$ -	\$ 598,627
(70) Working Cash	\$ 5,913,179	\$ 306,646	\$ -	\$ 306,646	\$ -	\$ 6,219,825
(80) Tort Immunity	\$ 911,192	\$ 187,902	\$ 646,675	\$ (458,773)	\$ -	\$ 452,419
Total Operating Funds	\$ 45,878,117	\$ 35,892,345	\$ 31,028,182	\$ 4,864,163	\$ -	\$ 50,742,280
(60) Capital Projects	\$ 4,051,425	\$ 48,287	\$ 380,471	\$ (332,184)	\$ -	\$ 3,719,241
(61) Capital Projects - 2017 Debt Certificates	\$ 8,985,462	\$ 32,094	\$ 3,438,230	\$ (3,406,136)	\$ -	\$ 5,579,326
(30) Debt Service	\$ 3,984,231	\$ 1,357,807	\$ 3,093,209	\$ (1,735,402)	\$ -	\$ 2,248,829
Total Non-Operating Funds	\$ 17,021,118	\$ 1,438,188	\$ 6,911,910	\$ (5,473,722)	\$ -	\$ 11,547,396
Total All Funds	\$ 62,899,235	\$ 37,330,533	\$ 37,940,092	\$ (609,559)	\$ -	\$ 62,289,676

This Report Can be Viewed on the

[Financial Data Current](#)

SCHOOL DISTRICT 64 PARK RIDGE-NILES
2018-19

AUGUST

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	0
6	7	8	9	10	0
13	14	15	TI	TI	0
(20	21	22	23	24	5
27	28	29	30	31	5
			Total		10

(10)

SEPTEMBER

Mon	Tue	Wed	Thr	Fri	Total
HOL	4	5	6	7	4
10	11	12	13	14	5
17	18	19	20	21	5
24	25	26	27	28	5
			Total		19

(29)

OCTOBER

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	5
HOL	9	10	11	12	4
15	16	17	18	19	5
22	23	24	25	26	5
29	30	31			3
			Total		22

(51)

NOVEMBER

Mon	Tue	Wed	Thr	Fri	Total
			1	2	2
5	TI	7	8	9	4
12	13	14	15	16	5
FPT	NIA	NIA	HOL	NIA	0
26	27	28	29	30	5
			Total		16

(67)

DECEMBER

Mon	Tue	Wed	Thr	Fri	Total
3	4	5	6	7	5
10	11	12	13	14	5
17	18	19	20	21	5
NIA	HOL	NIA	NIA	NIA	0
NIA					0
			Total		15

(82)

JANUARY

Mon	Tue	Wed	Thr	Fri	Total
	HOL	NIA	NIA	NIA	0
7	8	9	10	11	5
14	15	16	17	18	5
HOL	22	23	24	25	4
28	29	30	31		4
			Total		18

(100)

FEBRUARY

Mon	Tue	Wed	Thr	Fri	Total
				1	1
4	5	6	7	8	5
11	12	13	14	15	5
HOL	19	20	21	22	4
25	26	27	28		4
			Total		19

(119)

MARCH

Mon	Tue	Wed	Thr	Fri	Total
				1	1
4	5	6	7	8	5
11	12	13	14	15	5
18	19	20	21	22	5
NIA	NIA	NIA	NIA	NIA	0
			Total		16

(135)

APRIL

Mon	Tue	Wed	Thr	Fri	Total
NIA	2	3	4	5	4
8	9	10	11	12	5
15	16	17	18	FPT	4
22	23	24	25	26	5
29	30				2
			Total		20

(155)

MAY

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
6	7	8	9	10	5
13	14	15	16	17	5
20	21	22	23	24	5
HOL	28	29	30	31	4
			Total		22

(177)

JUNE

Mon	Tue	Wed	Thr	Fri	Total
3	4	5	XED	XED	3
XED	XED	XED	13	14	0
17	18	19	20	21	0
24	25	26	27	28	0
			Total		3

(180)

JULY

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	0
8	9	10	11	12	0
15	16	17	18	19	0
22	23	24	25	26	0
29	30	31			0

School Begins for Students:	8/20/18
School Closes for Students:	6/5/19
Pupil Attendance Days:	180
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	185
Proposed Emergency Days	5

UPCOMING ELECTIONS

Gubernatorial General Election	11/6/18
Consolidated Primary Election	2/26/19
Consolidated General Election	4/2/19

SCHOOL HOLIDAYS

Labor Day	9/3/18
Columbus Day	10/8/18
Veterans' Day	11/11/18
Thanksgiving Day	11/22/18
Christmas Day	12/25/18
New Year's Day	1/1/19
M.L. King Day	1/21/19
Presidents' Day	2/18/19
Casimir Pulaski Day	3/4/19
Good Friday	4/19/19
Memorial Day	5/27/19
8th Grade Promotion	6/4/19

End of First Trimester	November 14, 2018
End of Second Trimester	March 1, 2019
End of Third Trimester	June 5, 2019

CALENDAR LEGEND

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

Potential Records Day	March 4, 2019
Potential Records Day	June 5, 2019

REV: 11/1/17
Tentative Adopted: 4/24/17
Adopted: 1/22/18

SCHOOL DISTRICT 64 PARK RIDGE-NILES
2019-20 (2020 is Leap Year)

AUGUST

Mon	Tue	Wed	Thr	Fri	Total
			1	2	0
5	6	7	8	9	0
12	13	14	TI	TI	0
(19	20	21	22	23	5
26	27	28	29	30	5
			Total		10

(10)

SEPTEMBER

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

(30)

OCTOBER

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

(52)

NOVEMBER

Mon	Tue	Wed	Thr	Fri	Total
				1	1
4	TI	6	7	8	4
11	12	13	14	15	5
18	19	20	21	22	5
FPT	NIA	NIA	HOL	NIA	0
			Total		15

(67)

DECEMBER

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

(82)

JANUARY

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

(101)

FEBRUARY

Mon	Tue	Wed	Thr	Fri	Total
3	4	5	6	7	5
10	11	12	13	14	5
HOL	18	19	20	21	4
24	25	26	27	28	5
			Total		19

(1202)

MARCH

Mon	Tue	Wed	Thr	Fri	Total
2	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	NIA	4
NIA	NIA	NIA	NIA	NIA	0
30	31				2
			Total		16

(136)

APRIL

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
6	7	8	9	FPT	4
13	14	15	16	17	5
20	21	22	23	24	5
27	28	29	30		4
			Total		21

(157)

MAY

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

(177)

JUNE

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	XED	XED	3
XED	XED	XED	11	12	0
15	16	17	18	19	0
22	23	24	25	26	0
29	30				
			Total		3

(180)

JULY

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	0
6	7	8	9	10	0
13	14	15	16	17	0
20	21	22	23	24	0
27	28	29	30	31	0

School Begins for Students:	8/19/19
School Closes for Students:	6/3/20
Pupil Attendance Days:	180
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	185
Proposed Emergency Days	5

UPCOMING ELECTIONS	
Presidential Primary Election	3/17/20

SCHOOL HOLIDAYS	
Labor Day	9/2/19
Columbus Day	10/14/19
Veterans' Day	11/11/19
Thanksgiving Day	11/28/19
Christmas Day	12/25/19
New Year's Day	1/1/20
M.L. King Day	1/20/20
Presidents' Day	2/17/20
Good Friday	4/10/20
Memorial Day	5/25/20
8th Grade Promotion	6/2/20

End of First Trimester	November 13, 2019
End of Second Trimester	February 28, 2020
End of Third Trimester	June 3, 2020

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

Potential Records Day	March 2, 2020
Potential Records Day	June 3, 2020

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

June 27, 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 18-01-7

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 December 11, 2017 and the Closed Meeting on December 11, 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 7:00 p.m.
December 11, 2017
Jefferson School - Multipurpose Room
8200 N. Greendale Avenue, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:04 p.m. Other Board members in attendance were Larry Ryles, Rick Biagi, and Eastman Tiu. Board members Tom Sotos, 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, Director of Facility Management Ron DeGeorge, Public Information Coordinator Bernadette Tramm, Board legal counsel Tony Loizzi of Hodges, Loizzi, and three members of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District’s website at: <http://www.d64.org>. The agenda and all reports for this meeting are also available on the website noted. 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 6:05 p.m., it was moved by Board President Borrelli and seconded by Board member Biagi to adjourn to closed session to discuss 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 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)]; and the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2(c)(10)].

The votes were cast as follows:

AYES: Tiu, Biagi, Borrelli, Ryles

NAYS: None.

PRESENT: None.

ABSENT: Eggemann, Sotos, Sanchez

The motion carried.

The Board adjourned from closed session at approximately 7:02 p.m. and took a brief break before resuming the regular meeting at approximately 7:07 p.m. With the consensus of the Board, the agenda was modified to move the musical prelude in advance of the hearing.

MUSICAL PRELUDE

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Emerson Chamber Orchestra students under the direction of Erica Faulhaber, Orchestra Director, performed a short program of holiday music, to the warm appreciation of all present.

In addition to those individuals mentioned previously, also present were Assistant Superintendent for Student Learning Lori Lopez, Director of Innovation and Instructional Technology Mary Jane Warden, Assistant Director of Student Services Vasiliki Frake, Assistant Chief School Business Official Brian Imhoff, and approximately 50 members of the public. Board member Larry Ryles was no longer present.

BOARD PRESIDENT REMARKS

Board President Borrelli provided an update on the status of negotiations with the Support Staff Council (SSC). He reported that on November 28, the District negotiating team had its first mediation session with the SSC group. He noted that some items were tentatively reached, but more remains to be done. He noted that the Board had been updated tonight in closed session, and going forward has provided direction and a framework to the negotiation team. He announced that the next meeting of the two groups would be on January 8, 2018.

BOARD CONDUCTS PUBLIC HEARING ON TAX LEVY

Board President Borrelli provided background information about the reasons for the tax levy and the proposed increase. He noted that the adoption of the 2017 Tax Levy is the culmination of work that has been done by the administration since the 2017 CPI-U of 2.1% was known in January 2017. Once the CPI-U was known and the Board's assumptions for Financial Projections were updated in February 2017, he reported that administration began putting together the 2017-18 Budget and the 5-Year Financial Projections, beginning with future enrollment and staffing needs for the upcoming school year. Board President Borrelli noted that at the October 10, 2017, October 23, 2017 and November 13, 2017 Board of Education meetings, administration had reviewed with the Board the tax levy process for the District, including the implications for future financial projections. He noted that at the November 13, 2017 meeting, the Board was polled regarding the Loss & Cost added on to the Operating Funds and Debt Service Funds, and that the Board had directed the administration to keep the Loss & Cost on all funds this year, including Debt Service. Board President Borrelli confirmed that the 2017 tax levy request had been set higher than the CPI-U of 2.1% so that the District may capture all legally entitled funds generated from new construction within the school district borders. He noted that the County Clerk will make the legally required adjustments to the District's tax levy before issuing the tax levy extension in the late spring of 2018. He reported that the funds received from the tax levy account for 85% of total revenue the District anticipates receiving each fiscal year, and that the funds received from the 2017 tax levy will be expended over the course of the 2017-18 and 2018-19 fiscal years, and would be used to pay salaries; benefits including legally required payments to Social Security, the Illinois Municipal Retirement Fund (IMRF), Medicare and the Teachers Retirement System (TRS); operational costs including transportation of students and maintenance of District 64 facilities; and repayment of outstanding bond payments.

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Board President Borrelli then moved to open the hearing and accept public testimony, which was seconded by Board member Eggemann. The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

Board President Borrelli invited testimony from the public; none was received. He then invited comments from the Board members; none was received.

There being no testimony, at 7:28 p.m. Board President Borrelli adjourned the public hearing on the tax levy and immediately reconvened the regular meeting.

PLEDGE OF ALLEGIANCE

Board President Borrelli led the Pledge.

PUBLIC COMMENTS

Board President Borrelli invited public comments on items not in the agenda, which were received as follows:

- Michael Hendricks, a District 64 alumni and current homeowner, urged the Board to contain costs and lower real estate property taxes.

REPORT AND ACCEPTANCE OF ANNUAL AUDIT FY17

Assistant CSBO Brian Imhoff reported on the outcome of the required annual audit, which was performed by independent, external auditors Klein Hall CPA. He reported that the District had received an unqualified audit opinion for 2016-17, which indicates the financial statements prepared by the Business Office are free of material misstatement and fairly represent the District's financial condition. He noted that the auditors did not propose any adjustments to the District's year-end balances. Further, Assistant CSBO Imhoff reported that the required communication letters from the auditors indicated that the District had no internal control weaknesses or deficiencies, which is the seventh year in a row that the District had had no reportable findings. He pointed out that the auditors had made no recommendations for internal consideration and had not highlighted anything out of the ordinary in their other management letters. Assistant CSBO Imhoff confirmed that the audit serves an important tool to validate the accuracy of the financial information that routinely serves as the basis for many of the Board's decision, and that the opinions of the independent auditors add transparency regarding how the community's money is being spent. Board members congratulated the Business Office for another exemplary audit, and discussed the selection process of the auditing firm. Board members reached consensus to continue with the current auditors Klein Hall CPA through the current fiscal year and consider issuing an RFP for the 2018-19 audit.

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ACTION ITEM 17-12-1

It was moved by Board member Sanchez and seconded by Board member Tiu that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, accept the annual audit report as presented for the fiscal year ending June 30, 2017.

The votes were cast as follows:

AYES: Sanchez, Borrelli, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: Ryles, Sotos

The motion carried.

ADOPTION OF FINAL 2017 TAX LEVY RESOLUTION #1193, RESOLUTION #1194 INSTRUCT THE COUNTY CLERK HOW TO APPORTION 2017 TAX LEVY EXTENSION REDUCTIONS, AND RESOLUTION #1195 AUTHORIZING TAX FOR ILLINOIS MUNICIPAL RETIREMENT PURPOSES

CSBO Kolstad reported that the Board was now ready to approve the levy, following many months of review and discussion about the levy and uses of funds and completion of the necessary notices and other public steps. She confirmed that following the Board’s discussion at the November 11, 2017 meeting, the Board had agreed by consensus that once the fund balance in Debt Service is used in the upcoming fiscal year for the next step in the Capital Projects Financial Framework for summers 2019 and 2020, the District will maintain a \$250,000 balance in the Debt Service Fund to cover potential issues with future levies. She noted that the Board had agreed that if the balance is at \$250,000 or more, the Board may direct the administration to prepare a resolution to have Cook County reduce the Loss and Cost by a certain percentage for that tax levy year. CSBO Kolstad reported that the Board Policy Committee will be asked to put this into policy, so that future boards and administrations will understand the decision that was made regarding Loss & Cost.

ACTION ITEM 17-12-2

It was moved by Board member Biagi and seconded by Board member Sanchez that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt the attached Resolution #1193 Providing for a Levy of Taxes For the Year 2017, Resolution #1194 Instruct the County Clerk How to Apportion 2017 Tax Levy Extension Reductions, and Resolution #1195 Authorizing Tax For Illinois Municipal Retirement Purposes. These resolutions and supporting documentation will be filed with the Cook County Clerk’s Office.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sanchez

NAYS: None.

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PRESENT: None.

ABSENT: Sotos, Ryles

The motion carried.

WATER TESTING UPDATE

CSBO Kolstad reported that District 64 had conformed with the requirements of the the new Illinois Public Act 99-0922 for water testing of school districts, and had gone beyond the guidelines to test all Illinois Department of Public Health required drinking water sources within our pre-K through grade 5 schools and our two middle schools, as well as a number of non-required drinking water and/or potable water sources within the schools buildings. She confirmed that the District had contracted with United Analytical Services Inc., an environmental health company, to conduct both the required and extended testing, which had been completed in the fall. CSBO Kolstad reported that District 64 results showed that out of 189 water sources testing, 184 were within safe/acceptable ranges and that testing verified that all functioning drinking fountains at District 64 schools have met national standards and are considered safe for students and staff members to drink from. CSBO Kolstad reported that the District was taking steps on the five sources that were identified as requiring attention, including four classroom sinks and one disused bubbler, none of which are used for drinking. She further noted that the detailed results had been shared with all parents and staff, and had been published to the District 64 website. Director of Facility Management DeGeorge then reviewed and responded to Board member questions concerning the specific steps being undertaken by the District’s plumber on these five sources following IDPH mitigation guidelines, and the timeline for completion.

SPECIAL EDUCATION PLACEMENT UPDATE

Board President Borrelli noted that at the November 13, 2017 meeting, several parents had unexpectedly addressed the Board during the public comment period regarding their concerns about their current fourth grade children transitioning to middle school one year early in August 2018. He noted that neither the Board nor Dr. Heinz had been aware of these concerns prior to the meeting, and that the timing of this information also coincided with the retirement of Director of Student Services Jane Boyd. Dr. Heinz then provided the Board with a written report on the organization of the District’s elementary special education program and her research into the option being discussed with parents, one of which was to transition several students to their home middle school one year early. She recounted her extensive efforts undertaken since that meeting to speak with special education families and staff to gain a fuller picture of how the District’s special education program has evolved through time and the challenges it faces in the near future. Dr. Heinz reported that currently, the special education instructional classrooms at the elementary schools have fewer students, but may represent an age range beyond what the Illinois State Board of Education (ISBE) recommends or allows, and that the District has utilized four waivers for the past two years to continue serving students in grades K-5 together at the home elementary school. She noted that the proposal former Director Boyd had developed what she believed was a viable option to advance children to middle school one year early to address the age-span issue while being of value to all students involved. Looking ahead to 2018-19, Dr. Heinz recommended that the District remain

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committed to working through the Individualized Education Program (IEP) process where staff and parents take an active role in identifying the specific educational needs and goal areas for each child, and that a full range of placement decisions for fifth grade students for 2018-19 would be reviewed and decided on a case-by-case basis. As a result, Dr. Heinz confirmed that District 64 would continue to seek permission from ISBE for 2018-19 as/if needed to have a larger than four-year age span to keep all students in one classroom serviced by one teacher and supported by teacher assistants. She also recommended that the District conduct a special education audit at the direction of the new Interim Director of Student Services to gather input from a wide variety of stakeholders and to recommend a delivery model and staffing implications for the instructional classrooms. Dr. Heinz also reported that the District would engage the Board in a further conversation in February about staffing needs for 2018-19 for schools that have larger than the ISBE allowed age spans at the elementary grades, and also confirmed that space considerations would also be identified at the schools. Assistant Student Services Director Vasiliki Frake confirmed that the waiver process would continue. Dr. Heinz again reaffirmed for the Board and all members of the community that the District remains committed to providing students with a continuum of services to meet the needs of all learners, and that offerings for special education students far exceed what is required in terms of a free and appropriate public education, which is a point of pride shared by District 64 and this community.

Following further Board member questions and discussion, Board President Borrelli invited public comments. The following individuals provided insights about their experiences and offered a range of recommendations for the Board's consideration going forward: Miki Tesija, parent; Tom Brown, Roosevelt parent, who also provided a petition with more than 1,000 community signatures and 150 comments regarding the early transition to middle school; Mike Locascio, parent; Mark Martin, parent; Lorena Fisher and Thomas Fisher, parents; John Petrocci, parent; Kate Szczepaniak, parent; Barbara Spiewak, Field parent; Lina DiVito and Lorrie Domin, parents; and Lisa Zago, parent.

Board President Borrelli thanked all those who had taken time to share their experiences and thoughts with the Board and Dr. Heinz, and noted that the Board would continue to closely monitor progress on special education program concerns.

At 9:13 p.m., Board President Borrelli called a brief recess; the meeting resumed at 9:32 p.m.

DISCUSSION ON SCHOOL RESOURCE OFFICERS

Board President Borrelli reported that the Board had directed that the firm of Ekl, Williams & Provenzale provide additional insights to the District's legal counsel Hodges Loizzi into the creation of a draft Intergovernmental Agreement (IGA) with the City of Park Ridge and the Village of Niles, which is needed to introduce School Resource Officers (SRO) at the two middle schools for a pilot program for 2017-18 that the Board had approved in August. Board members, Dr. Heinz and legal counsel Tony Loizzi of Hodges Loizzi discussed the timeline for receipt of the Ekl, Williams report; how and when the Board may be able to review the recommendations and a "red line" draft of such changes to the

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existing draft agreements, which had previously been shared with the two municipalities for their review; and whether the Board’s review could be conducted at the regular January 22, 2018 meeting or at an earlier special meeting to be called as suggested by a three Board members. During related discussion, Board members affirmed their desire to provide an opportunity for public comment on whatever recommendations are received as part of the Board’s review process. The Board continued to discuss the sequence of how any recommended changes should be reviewed and then submitted to the two municipalities for their approval, so that the pilot program could get underway in 2018. Mr. Loizzi also pointed out that District 64 would not want to ask the two municipalities to act on an IGA twice, so that a timeline would need to be developed for the District 64 Board to review recommendations and incorporate any changes before presenting it to the other public bodies. Board President Borrelli concluded that the Board and District would need to await the actual receipt of the report from Ekl, Williams and the recommendations from Hodges Loizzi before a timeline to meet could be determined.

PRESENT TENTATIVE CALENDAR FOR 2018-19 SCHOOL YEAR AND TENTATIVE CALENDAR FOR 2019-20

Dr. Heinz reported that the District’s Calendar Committee had met to review a draft calendar for 2018-19 and to prepare a tentative calendar for 2019-20. She noted that both proposed calendars remain closely aligned with Maine Township High School District 207 regarding the key vacation periods of winter and spring recess, which families in the past have confirmed are of high priority. She reviewed the key dates for each school year, and pointed out that District 64 paces about one week behind D207 for the start and close of school during both years. Dr. Heinz confirmed that the calendars provide for the minimum of 176 days of student attendance as required by Board Policy 6:20, and noted they would return for final adoption by the Board at the next regular meeting.

FIRST READING OF POLICY 7:180

Dr. Heinz reported that the District was presenting the required, two-year review of the Prevention of and Response to Bullying, Intimidation, and Harassment policy for the Board’s consideration. She noted that the policy itself had only one recommended update from PRESS, and that the only additional change was adding the names of the District administrators designated as contacts for reporting purposes.

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.

Dr. Heinz noted that the updated personnel report tonight includes her recommendation to appoint Michael Padavic as Interim Director of Student Services for the remainder of 2017-18 school year. She noted that Mr. Padavic had retired in June from Oak Park Elementary School District 97 in Oak Park, Illinois, where he served for eight years as Senior Director of Special Services. She reported that Mr. Padavic offers an unusually well-rounded perspective on all of the different aspects of student services,

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based on his training as a social worker and through his lengthy career providing or overseeing services for special needs children in a diversity of settings, including residential facilities, special education cooperatives, and at both the high school and elementary school levels. In seeking an interim director, Dr. Heinz reported that the District had focused heavily on seeking to identify a veteran administrator who could move seamlessly into the role and could offer District 64 up to the 100 days allowed by the retirement system regulations to bridge over to the end of the current school year. Dr. Heinz reviewed the transition plan in place to introduce him directly to special education staff and parents as he joins the District on December 12. She reported on the priority calendar she has developed with him to focus on the key issues as expressed in her earlier report at tonight's meeting and parent concerns mentioned. Dr. Heinz reported that Mr. Padavic had been unable to attend the Board meeting tonight due to a long-standing previous commitment on a project for a neighboring district, and that she looked forward to introducing him in person at the January 22, 2018 regular Board meeting.

Personnel Report

Michael Padavic - Employ as Interim Director of Pupil Services for District 64 effective December 12, 2017 - \$530.40 per day (up to 100 days to be determined).

April Mosier - Employ as Early Childhood Teaching Assistant at Jefferson School effective November 13, 2017 - \$15.65 hr.

Elim Pittges - Employ as (.50) Early Childhood Teaching Assistant at Jefferson School effective November 27, 2017 - \$15.65 hr.

Susan Scialabba - Employ as Teaching Assistant at Carpenter School effective December 4, 2017- \$15.65 hr.

Kevin Maisel - Employ as Lunch Program Supervisor at Washington School effective December 4, 2017 - \$14.00 Hr.

Barbara Ziegler - Employ as Lunch Program Supervisor at Washington School effective December 5, 2017 - \$14.00 Hr.

Angela Lesniak - Resign as Special Education Teacher at Washington School effective November 17, 2017.

Elizabeth Gray - Retire as Elementary School Teacher effective June 2018.

Brian Jacobi - Retire as Band Director effective June 2019.

Patricia Kisielius - Retire as Elementary Teaching Assistant effective January 2018.

Suzanne Stevens - Retire as Elementary School Teacher effective June 2018.

Carol Zydek - Retire as Middle School Math Teacher effective June 2019.

ACTION ITEM 17-12-3

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 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.

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The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Tiu

The motion carried.

CONSENT AGENDA

A. Bills, Payroll and Benefits

Bills

10 - Education Fund-----	\$1,026,784.29
20 - Operations and Maintenance Fund -----	247,672.53
30 - Debt Services-----	6,117.48
40 - Transportation Fund -----	271,848.72
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	-
61 - Capital Projects - 2017 Debt Certificates -----	63,047.16
80 - Tort Immunity Fund -----	3,969.00
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered:128746-128747, 1286750-128902

Total: \$1,619,439.18

Payroll and Benefits for Month of November, 2017

10 - Education Fund-----	\$6,226,463.60
20 - Operations and Maintenance Fund -----	341,329.79
40 - Transportation Fund -----	1,476.15
50 - IMRF/FICA Fund -----	124,188.17
51 -SS/Medicare -----	141,569.76
80 - Tort Immunity Fund -----	-

Checks Numbered:13667-13763

Direct Deposit: 900125010 – 900127468

Total: \$6,835,027.47

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 November 30, 2017

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

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C. Resolution #1196 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the January 22, 2018 Regular Board of Education Meeting

D. Second Reading and Approval of Policy 7:180

E. Destruction of Audio Closed Minutes (none)

ACTION ITEM 17-12-4

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 Consent Agenda of December 11, 2017 which includes: 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; Second Reading and Approval of Policy 7:180; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Tiu

The motion carried.

APPROVAL OF MINUTES

ACTION ITEM 17-12-5

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 November 13, 2017 and the Closed Meetings on October 10, October 23 and November 13, 2017.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Tiu

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

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Dr. Heinz discussed upcoming meeting agendas and reports with the Board, and reviewed recent FOIA requests received by the District. Assistant Superintendent Lopez provided an update on the participation of eighth grade students in the Illinois Youth Survey scheduled for the week of January 29, 2018. She noted that the survey had been administered every other year in District 64 since 2002 to understand youth attitudes and behaviors, and that results will be shared with the Board when received this summer. Dr. Lopez also updated the Board on the December meeting of the District 64 Middle School Review Committee, which began work earlier this fall. She noted that the committee had met to review data and themes from student focus groups and from a recently concluded ThoughtExchange conversation. Dr. Lopez further reported that a Scheduling Subcommittee had been created and will meet with consultant Dr. Michael Rettig in January to generate a variety of schedules for consideration. She noted that once the subcommittee has brainstormed scheduling options, the options would be brought forward to parents and staff for feedback as the committee’s work continues.

Dr. Heinz also announced that interested parents and community members had begun to submit applications to participate in the 2017-18 Superintendent Focus Group on Social Emotional Learning, which will continue to strengthen relationships and develop more lines of communication between the District and larger community specifically on this topic area. Dr. Heinz also shared perspectives from her participation in a safety seminar and other workshops during the annual Triple I Conference in November.

ADJOURNMENT

At 10:28 p.m., it was moved by Board President Borrelli and seconded by Board member Eggemann to adjourn.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Tiu

The motion carried.

President

Secretary

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Inspire every child to



**Board of Education
Park Ridge – Niles School District 64**

Committee-of-the-Whole: Finance

Monday, February 5, 2018

7:00 p.m.

Jefferson School – Multipurpose Room

8200 N. Greendale Avenue

Niles, IL 60714

AGENDA

APPENDIX

1. Call to Order and Roll Call
2. Preliminary Discussion on Staffing 2018-19 **A-1**
3. Discussion on Enrollment at Emerson and Lincoln Schools **A-2**
4. Enrollment Projections for 2018-19 School Year **A-3**
5. Long-Range Financial Projections **A-4**
6. Public Comments
7. Adjournment

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

Special Board Meeting Agenda
Monday, February 5, 2018
Jefferson School – Multipurpose Room
8200 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

- 7:00 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Introductions
 - Opening Remarks from President of the Board
- 7:00 p.m. • **Board Adjourns to Committee-of-the-Whole: Finance**
- 8:30 p.m. • **Board Adjourns from Committee-of-the-Whole: Finance and Resumes Special Board Meeting**
- Pledge of Allegiance
 - Public Comments
 - **Review of Intergovernmental Agreement for Emerson Soccer Field and New Lighting Project** A-1
 - Chief School Business Official
 - **Discussion and Approval of Support Staff Council (SSC) Collective Bargaining Agreement** A-2
 - Superintendent **Action Item 18-02-1**
 - **Approval of Lincoln School Mechanical Equipment Bid** A-3
 - Chief School Business Official **Action Item 18-02-2**
 - **Other Discussion and Items of Information** A-4
 - Superintendent
 - Upcoming Agenda
 - District Committee Update (none)
 - Memorandum of Information (none)

- Other

- **Adjournment**

Next Regular
Meeting:

Monday, February 26, 2018
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.

Inspire every child to



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

Regular Board Meeting Agenda
Monday, February 26, 2018
Jefferson School – Multipurpose Room
8200 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

7:00 p.m.	Meeting of the Board Convenes <ul style="list-style-type: none">• Roll Call• Introductions• Opening Remarks from President of the Board• Pledge of Allegiance and Welcome -- Mrs. Lisa Halverson, Principal Jefferson School• Public Comments• Discussion on Student Fees 2018-19 A-1 -- Superintendent/Chief School Business Official• Approval of Support Staff Council (SSC) Collective Bargaining Agreement A-2 --Superintendent/Board President Action 18-02-3• Mid-Year Update on 2020 Vision Strategic Plan Year 3 Implementation And Superintendent Mid-Year Update A-3 -- Superintendent• Discussion of Child Care with Confidence Lease/Jefferson Space A-4 -- Superintendent/Chief School Business Official• Begin Discussion on 2018-19 Administrative Salaries A-5 -- Superintendent• Approval of Revised Intergovernmental Agreement for Emerson Soccer Field and New Lighting Project A-6 -- Chief School Business Official Action Item 18-02-4
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- **Approval of Construction Bids for Summer 2018:** A-7
 - Emerson/Jefferson Paving Bid Action Item 18-02-5
 - ESC Entry Stair and ADA Ramp Bid Action Item 18-02-6
 - Carpenter LRC Remodeling Bid Action Item 18-02-7
 - Roosevelt – HLS Classroom/Office Bid Action Item 18-02-8
 - 2018 Sealcoating Multiple Schools Bid Action Item 18-02-9
 - Roosevelt Plumbing Replacement Action Item 18-02-10
 - Roosevelt Corridor Flooring Replacement Action Item 18-02-11
- Chief School Business Official/
Director of Facility Management

- **First Reading of Policies from PRESS Issues** A-8
 - Superintendent

- **Recommendation and Approval of Personnel Report** A-9
 - Board President Action Item 18-02-12

- **Consent Agenda** A-10
 - Board President Action Item 18-02-13
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending January 31, 2018
 - Destruction Audio Closed Minutes (none)

- **Approval of Minutes** A-11
 - Board President Action Item 18-02-14
 - Committee-of-the-Whole: Finance -----February 5, 2018
 - Regular Board Meeting -----February 5, 2018
 - Regular Board Meeting -----January 22, 2018
 - Closed Session Meeting -----January 22, 2018

- **Other Discussion and Items of Information** A-12
 - Superintendent
 - Upcoming Agenda
 - District Committee Update (Elementary Learning Foundation)
 - Memorandum of Information (none)
 - Minutes of Board Committees
 - Other (none)

- **Adjournment**

Next Meetings: **March 12, 2018**
Regular Board Meeting – 7:00 p.m.
Carpenter School-South Gym
300 N. Hamlin Avenue
Park Ridge, IL 60068

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Bernadette Tramm <btramm@d64.org>

FOIA request

1 message

Robert Propst <Robert.Propst@advanceddisposal.com>
To: Tramm <BTramm@d64.org>

Mon, Dec 18, 2017 at 12:51 PM

Good afternoon,

I'm requesting the following information. Thank you for sending me past FOIA information.

- Copy of the most recent service agreement or contract for garbage disposal services.
- Copy of the last three months of garbage disposal service invoices.

Thank you,

Rob Propst | Major Account Executive



4612 West Lake St | Melrose Park | IL 60160

M: 224-830-5677 | F: 708-450-9160 | E: robert.propst@advanceddisposal.com

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"Every Day, Driven to Deliver - Service First, Safety Always"

Freedom of Information Act 2017-39



Madelyn Wsol <mwsol@d64.org>

Fwd: Public Information Request

1 message

Laurie Heinz <lhein@d64.org>

Thu, Dec 28, 2017 at 8:19 PM

To: Bernadette Tramm <btramm@d64.org>, Madelyn Wsol <mwsol@d64.org>

PUBLIC INFORMATION REQUEST

Parent's Foundation for Education
Emanuel Hernandez
PO Box #7138
Austin, TX 78713

December 21, 2017

Park Ridge CCSD 64

Laurie Heinz
Superintendent
164 S Prospect Ave
Park Ridge, IL 60068

Dear Laurie Heinz,

This request is made under the Illinois Freedom of Information Act, 5 ILCS 140, which guarantees the public's access to information in the custody of public agencies. I respectfully request access to the following information:

An excel spreadsheet containing the following information for every teacher and staff member (employee) currently employed in Park Ridge CCSD 64. Please organize this information in the following manner:

- Campus (or office building name, for staff)
- First Name
- Middle Name
- Last Name
- Position
- Grade Level(for teachers)
- Subject Area taught (for teachers)
- Certified in Area of Instruction (for teachers)
- Any state certifications such as "LBS1, LBS2, ELL, etc."
- Home Address
- School Email
- Personal Email

- Personal Phone Number
- Gender
- Race/Ethnicity
- Hire Date
- Years of Experience
- Current Salary

If you have any questions about any of the data requested above, please feel free to reach out to me at emanuel@parents.foundation, or call (512) 580-7117 for more immediate assistance. In particular, it may be easier to send multiple excel spreadsheets containing different data categories.

In addition, please notify me if there are any parts of this request that cannot be fulfilled for any reason.

Thank you for your attention to this request.

Sincerely,

Emanuel Hernandez



Dr. Laurie Heinz
Superintendent of Schools
Park Ridge-Niles School District 64
[@DrLaurieHeinz](#) | [#engageD64](#)

MEMORANDUM OF INFORMATION

#006

2017-18

TO: Board of Education
Dr. Laurie Heinz, Superintendent

FROM: Vasiliki Frake and Tim Gleason, Co-Chairs

DATE: January 22, 2018

RE: 2017 District 64 Employee Campaign for the Park Ridge Community Fund

It is our pleasure to report that District 64 employees and retirees contributed \$11,132.00 to the 2017 Park Ridge Community Fund campaign. This year's theme was once again focused on "*giving begins at home.*" It was a wonderful community-building opportunity to combine efforts across the District and to support local social service agencies that community members count on for assistance.

The campaign ran from November 1, 2017 through December 15, 2017. In all, 227 employees and retirees contributed to the campaign. We cannot thank everyone enough for their generosity and commitment to supporting the District 64 community.

We believe a major factor in the success of this year's campaign was the focused outreach of the building representatives, who organized informative, entertaining and heart-warming efforts customized for their colleagues. We'd like to personally thank the PRCF representatives for their dedication to this important work - **Carpenter:** Laura Daehler, Sandy Blethen; **Field:** Katie Balogi, Jenny Fragale; **Franklin:** Laura Rousakis; **Jefferson:** Kathy Hirsch, Maura Tulig; **Roosevelt:** Linda Mirza, Amanda Wagner; **Washington:** Maryann Geisheker; **Emerson:** Patty McLean, Jess Caplis; **Lincoln:** Tim Gleason; and, **ESC:** Dr. Laurie Heinz.

As incentives to participate, each building conducted a drawing among those who had participated in the campaign to win a day off from work. Additionally, six \$50 gift cards and twelve \$25 gift cards contributed by several of our business partners were also drawn for 18 lucky staff members from all those who contributed throughout the District.

In addition to their direct contributions, District 64 employees also had an opportunity to bid in several "flash" silent auctions. Several of our business partners supported our campaign by contributing tickets to Chicagoland sports events for these lively District-wide auctions. We would not be able to raise as much money as we did without the generosity of these partners, and we thank them for their gracious support.

Overall, the 2017 campaign was a tremendous success! We are very proud of District 64 employees both past and present for responding with such generosity and compassion to the human needs of local residents. Their support helps these important agencies continue to provide vital services that improve the lives of so many in our community. We are proud to support the Park Ridge Community Fund, which serves as the conduit for our support to reach those most in need.