



# Board of Education Regular Meeting March 30, 2020

## VIRTUAL MEETING INFORMATION

**Due to the Covid-19 pandemic, District 64 will conduct Board of Education meetings online through Zoom.**

**You can connect as an attendee through Zoom via a computer, mobile device, or phone, and you will be able to listen and view the meeting.**

**While public attendees will be muted, they have the opportunity to email comments which will be read aloud by a Board member during the public comments section of the meeting.**

**Please email public comments to:**

[d64-publiccomments@d64board.org](mailto:d64-publiccomments@d64board.org)

**before (non-agenda items) and during (agenda items) of the online meeting.**

### **Attendee Options to Connect:**

1. Please click the link to join the webinar: <https://zoom.us/j/983413220>
2. iPhone one-tap: +13126266799,,983413220#
3. Telephone: 312 626 6799  
and dial Webinar ID: 983 413 220 when prompted

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### **Notes for online Board of Education meetings through Zoom:**

- Attendees will be muted by default when calling or logging in to the Zoom meeting. The meeting will be in “listen only” mode.
- During the Public Comment portions, the Board of Education President will read the emails that have been sent to [d64-publiccomments@d64board.org](mailto:d64-publiccomments@d64board.org)
- The District will make every effort to post recorded online Board meetings afterwards.

Inspire every child to



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

Regular Board Meeting Agenda  
Monday, March 30, 2020

Virtual Meeting

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

**7:00 p.m. Meeting of the Board Convenes**

- Roll Call

**Pledge of Allegiance**

**Opening Remarks from President of the Board**

**Public Comments**

**A-1 Approval of Meeting Agenda**

--Board President

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

**A-2 Update on E-Learning**

--Assistant Superintendent for Student Learning/Director of Innovation and Instructional Technology

**A-3 Discussion on Hand Washing Capabilities at Schools**

--Superintendent/Director of Facility Management

**A-4 Discussion on Community Forum Meeting on Special Education Program**

--Board President

**A-5 Board Authorizes 2020-21 Staffing Plan**

--Chief School Business Official/  
Assistant Superintendent for Human Resources

**Action Item 20-03-1**

**A-6 Approval of Recommended Personnel Report**

--Board President

**Action Item 20-03-2**

Personnel Report Including:

- Resolution #1246 Honorable Dismissal of Teachers
- Resolution #1247 Dismissal of First-Year Probationary Teachers for Reasons

Other Than Reduction-in-Force

- Resolution #1248 Dismissal of Probationary Educational Support Personnel Employees

**A-7 Approval of Asbestos Abatement Project at Washington School**  
--Chief School Business Official **Action Item 20-03-3**

**A-8 Approval of Flooring Project at Washington School**  
--Chief School Business Official **Action Item 20-03-4**

**A-9 Discussion and Approval of Student Fees 2020-21**  
--Chief School Business Official **Action Item 20-03-5**

**A-10 Approval of Amendments to Transportation Agreement**  
--Chief School Business Official

- Third Amendment to Regular Transportation Services Contract **Action Item 20-03-6**
- First Amendment to Special Education Transportation Services Contract **Action Item 20-03-7**

**A-11 Approval of Quest Food Management Services Contract**  
--Chief School Business Official **Action Item 20-03-8**

**A-12 Approval of Natural Gas Supplier Contract**  
--Chief School Business Official **Action Item 20-03-9**

**A-13 Consent Agenda**  
--Board President **Action Item 20-03-10**

- Bills, Payroll and Benefits
- Approval of Financial Update for the Period Ending February 29, 2020
- Approval of Student-Parent Handbook 2020-21 (specific sections only)
- Destruction of Audio Closed Recordings

**A-14 Approval of Minutes**  
--Board President **Action Item 20-03-11**

- February 18, 2020 - Closed Meeting
- February 18, 2020 - Regular Meeting

**A-15 Other Discussion and Items of Information**  
--Superintendent

- Upcoming Agenda
- FOIA requests (None)
- Memorandum of Information
  - Board of Education Regular Meeting Dates for 2020-2021
- Minutes of Board Committees (None)

**A-16 New Business**

**Adjournment**

Next Meeting: **Monday, April 20, 2020**  
Regular Meeting - 7:00 p.m.  
**Roosevelt School - North Gym**  
1001 S. Fairview Avenue, Park Ridge, IL 60068

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

Approval of Meeting Agenda

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

To: Board of Education  
From: Dr. Lori Lopez, Assistant Superintendent for Student Learning  
Mary Jane Warden, Director of Innovation and Instructional Technology  
Date: March 30, 2020  
Subject: Update on E-Learning

We are looking forward to updating the Board on the program implemented by District 64 following the closing of schools due to Covid-19 and Governor Pritzker's Executive Order.

We will share with the Board our E-learning achievements thus far and answer questions regarding future plans and goals should the closing of schools continue for a prolonged period of time.

To: Board of Education  
From: Dr. Eric Olson, Superintendent  
Ronald DeGeorge, Director of Facility Management  
Date: March 30, 2020  
Subject: Discussion on Hand Washing Capabilities at Schools

Dr. Olson and Mr. DeGeorge will inform the Board on the current situation with regard to access to sinks and hand-sanitizing stations for the students at all 8 schools.

To: Board of Education  
From: Dr. Eric Olson, Superintendent  
Date: March 30, 2020  
Subject: Discussion on Community Forum Meeting on Special Education Program

School District 64 had planned to host a community forum on changes to its special education program on Thursday, April 2, from 7 to 8:30 p.m. This will be rescheduled to a date yet to be determined, either in person or virtually.

The purpose of this meeting is to provide information to the public and to gain stakeholder feedback on proposed changes and the expansion of the district's special education services.

The Board will hold a discussion to determine how members can attend this forum.



Board Authorizes 2020-21 Staffing Plan

At the February 18, 2020 regular Board meeting Chief School Business Official Luann Kolstad and Assistant Superintendent of Human Resources Joel Martin presented the 2020-21 Staffing Plan (Attachment 1). At this time there are no new recommendations to the plan that was presented at that meeting. The administration is re-submitting that plan for Board of Education approval.

**Financial Implications**

The summary of the Financial Projections based on the additional staffing requests including a benefits allocation shows that the District will still be above the Board required 33.33% or 120 days Cash on Hand (Attachment 2) at the end of the 2021-22 fiscal year. This is the only change that has been made to the projections since they were presented to the Board at the February 25, 2019 Regular Board of Education Meeting. The projections do include the \$11M in summer 2019 construction costs.

These recommendations represent administration’s best projections based on current information and assumptions, and will continue to be refined as our planning for the 2020-21 school year moves forward. As always, our focus is on providing the resources needed to deliver a quality educational program to meet the needs of all D64 students.

ACTION ITEM 20-03-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the recommended 2020-21 Staffing Plan presented and discussed at the February 18, 2020 regular Board of Education meeting.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ AYES:

The votes were cast as follows:

- AYES:
- NAYS:
- PRESENT:
- ABSENT:

3/30/2020

To: Board of Education  
Dr. Eric Olson, Superintendent

From: Luann Kolstad, Chief School Business Official  
Dr. Joel Martin, Assistant Superintendent for Human Resources

Date: February 18, 2020

Subject: Preliminary Enrollment Projections for 2020-21 School Year and Discussion  
of 2020-21 Staffing

### Overview of Enrollment Projections

Over the last four years, the administration has used the cohort survival projection method to determine future enrollments. Last year, District 64 engaged Dr. Jerome McKibben of McKibben Demographics to update our population and enrollment forecasts based on our September 30, 2019, enrollment. This exercise also extended our forecasts out through 2029-30. Typically, a district has the demographer prepare their data for the next 10 years and use this information as initially presented, with no updating, to determine their enrollments for each year. District 64 has a lot of movement throughout the year, with both new students entering and current students leaving the District. By updating our numbers with the demographer each fall, the administration believes that our projections are more accurate.

#### 2020-21 Enrollment Projections

Utilizing Dr. McKibben's enrollment projects for the 2020-21 school year, the administration anticipates an increase of 86 students over the District's September 30, 2019, numbers.

Building	September 30, 2019 Enrollment	Demographer 2020-21	Delta +/-
Carpenter	449	431	-18
Field	671	694	23
Franklin	561	572	11
Roosevelt	685	688	3
Washington	651	670	19
Emerson	871	883	12
Lincoln	721	757	36
<b>Total</b>	<b>4,609</b>	<b>4,695</b>	<b>86</b>

### Known Section Decrease

Carpenter is the only school that is losing a section for the 2020-21 school year. All other schools in the District are either staying even or increasing sections from this school year.

### Known Section Increases Due to Current Enrollment Numbers

There are two grade levels next year that will increase by 1 section due to students who are already enrolled in the District. Since these two sections are not contingent upon students enrolling within the District, the administration will be adding the appropriate staff for the next school year.

- Washington School fourth grade rolling into fifth grade
- Lincoln School sixth grade rolling into seventh grade

### Demographer Projected Enrollment Increases

The District has the possibility of increasing by an additional 5 to 6.5 sections based upon a combination of Dr. McKibben's enrollment projections as well as roll-over sections that are identified as being "bubbles."

There are 3.5 expected increases in sections (detailed below) centered upon Dr. McKibben's enrollment study. The sections are highlighted in purple on the attached document and are not identified as "bubble" sections as it is predicted that they will exceed the class size guideline at the specific particular grade level by more than three students.

- 1 section of first grade at Field School
- 1 section of first grade at Franklin School
- 1 section (.5) of kindergarten at Washington School
- 1 section of first grade at Washington School

Furthermore, the administration is also keeping watch on 5 "bubble sections" as highlighted in the attached enrollment projection document (attachment 1). A "bubble section" is defined as: *A grade level at a particular building that could either increase or decrease by one section prior to the start of the school year, if the projection varied by 3 or fewer students from the actual enrollment.*

- Three of the highlighted bubbles (shown in blue) would **increase** by 1 section if the actual enrollment was slightly higher than the projection.
- Two of the highlighted bubbles (shown in orange) would **decrease** by 1 section if actual enrollment was slightly lower than the projection.

Historically, if a "bubble section" exceeds the class size guideline **prior to the start of the school year**, the District opens another section and hires a teacher.

## Summary of Potential Section Increases

A summary of “bubble” and projected section increases for the 2020-21 is as follows:

- 1 section of first grade at Field School (McKibben projected increase)
- 1 section of fourth grade at Field School (bubble section)
- 1 section of first grade at Franklin School (McKibben projected increase)
- 1 section of second grade at Roosevelt School (bubble section)
- 1 section of fourth grade at Roosevelt School (bubble section)
- 1 section (.5) of kindergarten at Washington School (McKibben projected increase)
- 1 section of first grade at Washington School (McKibben projected increase)

This results in a maximum total potential increase of 6.5 classroom sections.

### **Staffing Request**

Based on the known increase in sections due to current enrollment numbers, the administration requests authorization to hire 2 core teachers and 0.5 special teachers. Additionally, the administration asks for authorization to staff for 6.5 core sections and 4 special sections should enough students enroll to open all of the projected section increases identified above due to projected enrollment. In sum, the administration would like authorization to hire 8.5 core teachers and 4.5 special teachers. Just a reminder that since Carpenter is losing a section, the maximum increase to the District and cost of staffing would only be for 7.5 core teachers.

Please note that the administration does not move forward with the *actual hiring* of any staff member until all students have proven residency and completed the enrollment process for the particular grade level which has exceeded the class size guideline. In addition, once the registration period begins for the 2020-21 school year, the District will be better able to determine if any additional staff is required. The District will continue to monitor the 2 “bubble” sections that may go down a section if students were to move out of that school’s boundaries. If that were to occur, the administration would re-assign staff to open positions within the District.

### **Reduction in Force**

Since the enrollment projections are calling for an increase in both enrollment and sections for the 2020-21 school year, administration does not anticipate needing to RIF any K-8 teachers strictly based on enrollment projections. However, the District may need to RIF teachers to account for staff returning from leaves, returning to full-time from part-time, or changes in enrollment in other programs. In addition, the District annually releases its entire non-tenured part-time staff, as we are unable to identify at this time if there will be a need for part-time staff for the 2012-21 school year. As a reminder, if the District does not dismiss this group of employees, the District would be obligated to rehire them at the same part-time FTE status for the upcoming school year. We anticipate RIF actions to be taken at the regular meeting on March 18.

### **Financial Implications**

The summary of the Financial Projections based on the additional staffing requests including a benefits allocation shows that the District will still be above the Board required 33.33 percent or

120 days Cash on Hand at the end of the 2021-22 fiscal year. The additional salary and benefits for potentially needed new teachers due to enrollment is included in the projections.

These recommendations represent the administration's best projections based on current information and assumptions, and will continue to be refined as our planning for the 2020-21 school year moves forward. As always, our focus is on providing the resources needed to deliver a quality educational program to meet the needs of all D64 students. We look forward to reviewing these recommendations with the Board at its meeting on February 18.

Approval of Recommended Personnel Report

ACTION ITEM 20-03-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report, including Resolution #1246 Honorable Dismissal of Teachers; Resolution #1247 Dismissal of First and Second-Year Probationary Teachers for Reasons Other Than Reduction-in-Force; Resolution #1248 Dismissal of Probationary Educational Support Personnel Employees; 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:

March 30, 2020  
Personnel Report

Julie Dinverno	Leave of Absence request, personal - Intervention Teacher at Franklin School effective August 27, 2020 - June 11, 2021.
Linnea Eschenbaum	Leave of Absence request, personal - 4th Grade Teacher at Washington School effective August 27, 2020 - June 11, 2021.
Kathleen Hartz	Leave of absence request, personal - Speech Language Pathologist at Carpenter School effective August 27, 2020 - June 11, 2021.
Jason Bednar	Resign as Principal at Field School effective June 30, 2020.
Gabrielle Carsello	Resign as Special Education Teacher at Field School effective June 10, 2020.
Antonia Galan	Resign as Special Education Coordinator effective June 22, 2020.
Craig Hoffman	Resign as Special Education Teacher at Washington School effective June 10, 2020.
Julie Jemison	Resign as Intervention Teacher at Lincoln School effective June 10, 2020.
Stephen Majewski	Resign as Associate Principal at Emerson School effective June 22, 2020.
Kelly Moore	Resign as Human Resources Secretary at ESC effective March 10, 2020.
Jessica Shapiro	Resign as 3rd Grade Teacher at Field School effective June 10, 2020.
Anthie Tsakalios	Resign as Washington Building Technologist effective March 20, 2020.
Linda Adamowski	Retire as Teacher Assistant at Emerson School effective June 10, 2020.
Linda Merczak	Change of Assignment from Lunchroom Supervisor at Washington School to Teacher Assistant at Washington School effective March 10, 2020 - \$16.31 hourly.

March 30, 2020  
Personnel Report

Aimee Bergeron	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Zachary Beyer	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Scott Briski	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Jennifer Buti	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Laura Frankiewicz	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Helen Gossel Pasley	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Jill Hagan	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Patricia Hendrie	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Jane Hill	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Richard Hobson	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Kendra Hutchinson	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Ilona Hutter	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Roxanne Kieme	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Marilyn Kim	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.



March 30, 2020  
Personnel Report

Kia London	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Colleen McCloskey	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Cheryl McNally	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Patricia Melidones	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Marie Murphy	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Samantha Neumer	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Katherine Newman	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Brittney O'Grady	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Shannon O'Toole	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Laura Papageorgiou	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Brandon Perl	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Lindsey Plantan	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Dhimitri Treska	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Lisa Trunek	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.

March 30, 2020  
Personnel Report

Jamie Zimniok	Approval of Formal Resolution Authorizing Honorable Dismissal of Teachers.
Sonya Arcuri	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Heidi Auriemma	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Rebecca Bergeron	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Catherine Biller	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Sarah Bozai	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Mark Brzozowski	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Jamie Busse	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Marnie Cienkus	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Gina Cutro	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Frances Fournaris	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Jeanne Gibbons	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Jill Hagan	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Sandra Haltman	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.

March 30, 2020  
Personnel Report

Charles Henderson	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Leticia Hernandez	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
James Kapolnek	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Cathy Kenyeri-Guay	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Hallie Leach	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Dorai Lennon	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Linda Merczak	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Jacqueline Mirza	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Milton Nelson	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Kristin Nicholson	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Melissa O'Connor	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Shannon O'Toole	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Elizabeth Painter	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Elmin Pittges	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.

March 30, 2020  
Personnel Report

Zara Radkov	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Carrie Ryan	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Susan Sirvinkas	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Adam Tsikretsis	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Todd Vucsko	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Kathie Walsh	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Maria Elena Ward	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Marisol Widmayer	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Mary Wilcox	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Kelly Nowak	Approval of Formal Resolution Authorizing Dismissal of First and Second Year Probationary Teachers for Reasons Other Than Reduction In Force.
Dana Wleklinski	Approval of Formal Resolution Authorizing Dismissal of First and Second Year Probationary Teachers for Reasons Other Than Reduction In Force.

# RESOLUTION

## HONORABLE DISMISSAL OF TEACHERS

**WHEREAS**, the teachers listed in this Resolution are employed by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64 during the 2019-2020 school year; and

**WHEREAS**, the Board has determined to decrease the number of teachers employed in the School District; and

**WHEREAS**, each teacher has been categorized into one or more positions that the teacher is qualified to hold, based upon legal qualifications and any other qualifications established in the District's job description for such positions; and

**WHEREAS**, within each position and subject to agreements made by the District's Joint Committee on honorable dismissals, the District has assigned each teacher to one of four groupings based on performance evaluation ratings; and

**WHEREAS**, the Board must first dismiss those teachers in Group 1 before dismissing any teacher in Group 2 who is qualified to hold a position currently held by a teacher in Group 1, and these Group 1 teachers are not entitled to recall rights; and

**WHEREAS**, the Board must first dismiss those teachers in Group 2 before dismissing any teacher in Group 3 who is qualified to hold a position currently held by a teacher in Group 2, and these Group 2 teachers are entitled to limited recall rights only in certain circumstances; and

**WHEREAS**, the Board must first dismiss those teachers in Group 3 before dismissing any teacher in Group 4 who is qualified to hold a position currently held by a teacher in Group 3, and teachers in Groups 3 and 4 are entitled to recall rights; and

**WHEREAS**, as between or among teachers in Group 1 qualified to hold a position, the sequence of dismissal is at the Board's discretion; and

**WHEREAS**, as between or among teachers in Group 2 qualified to hold a position, the teacher or teachers with the lowest average performance evaluation rating must be dismissed first; and

**WHEREAS**, as between or among teachers in Group 2 with the same average performance evaluation rating and within each of Groups 3 and 4, the teacher or teachers with the shorter length of continuing service with the District must be dismissed first unless an alternative method of determining the sequence of dismissal is established in a collective bargaining agreement or contract between the Board and a professional faculty members' organization; and

**WHEREAS**, whenever the number of honorable dismissal notices based upon economic

necessity exceeds five (5) or one hundred fifty percent (150%) of the average number of teachers honorably dismissed in the preceding three (3) years, whichever is greater, the Board is required to hold a public hearing on the question of dismissals; and

**WHEREAS**, a public hearing on the question of the dismissals is not required; and

**WHEREAS**, the Board has concluded that the teachers named in this resolution will be honorably dismissed at the end of the 2019-2020 school year, pursuant to Section 24-12 of the *School Code* (105 ILCS 5/24-12).

**NOW, THEREFORE**, Be It Resolved by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, that:

**Section 1:** The following teachers shall be honorably dismissed at the end of the 2019-2020 school year because of the decision of the Board to decrease the number of teachers employed:

Aimee Lynn Bergeron  
Zachary Beyer  
Scott T Briski  
Jennifer Buti  
Laura Frankiewicz  
Helen Gossel Pasley  
Jill E. Hagan  
Patricia Hendrie  
Jane Hill  
Richard J. Hobson

Kendra N. Hutchinson  
Ilona Hutter  
Roxanne Kieme  
Marilyn Kim  
Kia D. London  
Colleen McCloskey  
Cheryl McNally  
Patricia Melidones  
Marie Murphy

Samantha L Neumer  
Katherine Newman  
Brittney O'Grady  
Shannon O'Toole  
Laura Papageorgiou  
Lindsey Plantan  
Brandon R Perl  
Dhimitri Treska  
Lisa M. Trunek  
Jamie H. Zimniok

**Section 2:** The President and Secretary of the Board are authorized and directed to give the teachers a written Notice of Honorable Dismissal, together with the reason therefore, attached as Exhibit A and incorporated by reference, by first class mail at least forty-five (45) days before the end of the school year.

**Section 3:** The Superintendent or designee shall also deliver a copy of the Notice to the teachers by certified mail, return receipt requested and personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

**Section 4:** This Resolution is in full force and effect upon its passage.

**ADOPTED** this 30<sup>th</sup> day of March, 2020, by the following vote:

AYES:

NAYS:

ABSENT:

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Board President

ATTEST

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Board Secretary

Resolution #1246

**EXHIBIT A**

\_\_\_\_\_, 2020

**Via First Class Mail, Personal Delivery, and  
Certified Mail, Return Receipt Requested**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RE: NOTICE OF HONORABLE DISMISSAL**

Dear \_\_\_\_\_:

At its meeting held on March 30, 2020, the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, pursuant to Section 24-12 of the *School Code*, resolved to honorably dismiss you effective at the end of the 2019-2020 school year. The reason for your dismissal is the decision by the Board to decrease the number of teachers employed in the School District. Your last day of employment in the District, subject to the use of snow or emergency days, will be \_\_\_\_\_, 2020.

Sincerely,

Board of Education  
Park Ridge-Niles Community Consolidated  
School District No. 64  
Cook County, Illinois

ATTEST

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary



**EXHIBIT B**

**RECEIPT CONFIRMATION**

I, \_\_\_\_\_, received the attached Notice of Honorable Dismissal by personal  
(name of employee)

delivery from \_\_\_\_\_, \_\_\_\_\_, of  
(name of person delivering notice) (title)

Park Ridge-Niles Community Consolidated School District No. 64, on \_\_\_\_\_, 2020.  
(date notice was given)

\_\_\_\_\_  
(signature of employee)

**RESOLUTION**

**DISMISSAL OF**

**FIRST YEAR PROBATIONARY TEACHERS**

**FOR REASONS OTHER THAN REDUCTION-IN-FORCE**

**WHEREAS**, the teachers listed in this Resolution are employed by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64 during the 2019-2020 school year; and

**WHEREAS**, the teachers named in Section 1 are completing their first year of probationary teaching service during the current school year, having taught or otherwise been present and participating in the District's educational program for at least 120 days of full-time employment by the end of the current school year; and

**WHEREAS**, the Board of Education has determined that these teachers should not be re-employed for the 2020-2021 school year, pursuant to Section 24-11 of the *School Code* (105 ILCS 5/24-11), for reasons other than reduction-in-force;

**NOW, THEREFORE**, Be It Resolved by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, that:

**Section 1:** The following first-year probationary teacher(s) will not be re-employed for the 2020-2021 school year:

Kelly Nowak  
Dana Wleklinski

**Section 2:** The President and Secretary of the Board are authorized and directed to give the teachers a written Notice of Dismissal by certified mail, return receipt requested, at least forty-five (45) days before the end of the school year. A copy of this Notice is attached as Exhibit A and incorporated by reference.

**Section 3:** The Superintendent or designee shall also deliver a copy of the Notice to the teachers by first class mail and personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

**Section 4:** This Resolution is in full force and effect upon its passage.

**ADOPTED** this 30<sup>th</sup> day of March, 2020, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

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Board President

---

Board Secretary

Resolution #1247

**EXHIBIT A**

\_\_\_\_\_, 2020

**Via Certified Mail, Return Receipt Requested and  
Personal Delivery, and/or First Class Mail**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RE: NOTICE OF DISMISSAL**

Dear \_\_\_\_\_:

At its meeting held on March 30, 2020, the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, pursuant to Section 24-11 of the *School Code*, resolved not to re-employ you for the 2020-2021 school year, for reasons other than reduction-in-force. Your last day of employment in the District, subject to the use of snow and emergency days, will be June 10, 2020.

Sincerely,

Board of Education  
Park Ridge-Niles Community Consolidated School District No. 64  
Cook County, Illinois

ATTEST

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary

**EXHIBIT B**

**RECEIPT CONFIRMATION**

I, \_\_\_\_\_, received the attached Notice of Dismissal by  
(name of employee)  
personal delivery from \_\_\_\_\_, \_\_\_\_\_,  
(name of person delivering notice) (title)  
on \_\_\_\_\_, 2020.  
(date notice was given)

\_\_\_\_\_  
(signature of employee)

# RESOLUTION

## DISMISSAL OF PROBATIONARY EDUCATIONAL SUPPORT PERSONNEL EMPLOYEES

**WHEREAS**, the educational support personnel employees listed in this Resolution are employed by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64 on a probationary basis during the 2019-2020 school year; and

**WHEREAS**, the Board has determined that these probationary educational support personnel employees shall not be reemployed for the 2020-2021 school year;

**NOW, THEREFORE**, Be It Resolved by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, that:

**Section 1:** The following named probationary educational support personnel employees shall not be reemployed for the 2020-2021 school year.

Sarah Bozai	Gina M. Cutro	Sandra Haltman
Jacqueline M. Mirza	Heidi Auriemma	Charles N. Henderson
Dorai Lennon	Frances Fournaris	Leticia Hernandez
Kristin N Nicholson	Rebecca Bergeron	James R. Kapolnek
Jill E. Hagan	Melissa O'Conor	Hallie E. Leach
Marisol Widmayer	Kathie L Walsh	Milton Nelson
Shannon O'Toole	Catherine M. Biller	Elizabeth M. Painter
Elmin A. Pittges	Zara Radkov	Susan Beth Sirvinskis
Jamie R. Busse	Sonya T. Arcuri	Todd R. Vucsko
Carrie B. Ryan	Mark M. Brzozowski	Maria Elena Ward
Cathy A. Kenyeri-Guay	Marnie D Cienkus	Mary Wilcox
Linda Merczak	Jeanne Gibbons	Adam Tsikretsis

**Section 2:** The President and Secretary of the Board are authorized and directed to give the educational support personnel employees a written Notice of Dismissal by first class mail at least thirty (30) days before the employees are dismissed. A copy of this Notice is attached as Exhibit A and incorporated by reference.

**Section 3:** The Superintendent or designee shall also deliver a copy of the Notice to the educational support personnel employees by certified mail, return receipt requested, and personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

**Section 4:** This Resolution is in full force and effect upon its passage.

**ADOPTED** this 30<sup>th</sup> day of March, 2020, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

---

Board President

---

Board Secretary

Resolution #1248

**EXHIBIT A**

\_\_\_\_\_, 2020

**Via First Class Mail, Personal Delivery, and  
Certified Mail, Return Receipt Requested**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RE: NOTICE OF DISMISSAL**

Dear \_\_\_\_\_:

At its meeting held on March 30, 2020, the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, resolved not to reemploy you for the 2020-2021 school year. Your last day of employment in the District, subject to the use of snow or emergency days, will be \_\_\_\_\_, 2020.

Sincerely,

Board of Education  
Park Ridge-Niles Community Consolidated  
School District No. 64  
Cook County, Illinois

ATTEST

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary



**EXHIBIT B**

**RECEIPT CONFIRMATION**

I, \_\_\_\_\_, received the attached Notice of Dismissal by personal  
(name of employee)

delivery from \_\_\_\_\_, \_\_\_\_\_, of  
(name of person delivering notice) (title)

Park Ridge-Niles Community Consolidated School District No. 64, on \_\_\_\_\_, 2020.  
(date notice was given)

\_\_\_\_\_  
(signature of employee)

To: Board of Education  
Dr. Eric Olson, Superintendent

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

Date: March 30, 2020

Subject: Approval of Asbestos Abatement Project at Washington School

As has been done in the past at four of our elementary buildings, the administration is recommending replacement of the hallway flooring at Washington School while other construction projects are taking place in the building. There will also be asbestos abatement done in any classrooms that are being affected by the reconfiguration of spaces within the building.

Some of the asbestos abatement work will take place over the D64 spring recess, mainly in the hallway spaces. By doing this work over spring recess, the District avoids the annual price increase in the summer for asbestos abatement work and allows our construction contractors to begin their work as soon as school is over in June. The newly abated floors will be clean concrete for the rest of the school year. We used this approach in the past at all four elementary buildings. The administration will ensure that areas that may encounter wetness will have the appropriate floor mats to avoid slip hazards. The remaining work will be completed in the first week after the school year ends in June.

Through testing done by United Analytical Services (UAS), the areas that will require asbestos abatement and the type of abatement were identified. From this information, bid specifications per building were developed. The District conducted bid openings on Tuesday, February 25, 2020 for the summer 2020 asbestos abatement project at Washington School (Attachment 1). Once again, D64 is pleased with the strong interest received in our projects from contractors.

The District received 7 bids with the lowest responsible bid in the amount of \$132,140 from Husar Abatement, Ltd. of Franklin Park, Illinois. The District's environmental consultant, Thad Daniels, Director of Field Services for UAS, Inc., has recommended that the Board award the contract to Husar Abatement, Ltd. (Attachment 2).

The project fees for Pre-Design asbestos inspection and design services is \$15,673 for Asbestos Project Design through the bid process and Asbestos Project Management/Asbestos Analytical Laboratory Services is estimated to be \$59,062.50. These fees are payable to UAS, Inc.

ACTION ITEM 20-03-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Washington Asbestos Abatement work to Husar Abatement, Ltd. in the amount of \$132,140.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

3/30/20

## PARK RIDGE-NILES SCHOOL DISTRICT 64 - WASHINGTON ELEMENTARY SCHOOL

## ASBESTOS ABATEMENT -

BID DATE: TUESDAY, FEBRUARY 25, 2020 @ 2:00 P.M.

PRE-BID MEETING DATE: TUESDAY, FEBRUARY 25, 2020 @ 4:00 P.M.

UAS No. 2091009-02

VOL NO.	CONTRACTOR'S NAME AND ADDRESS/PHONE/E-MAIL	ADDENDA ACKNOWLEDGED (Yes or No)	BASE BID	REQUIRED DOCUMENTS INCLUDED
1	Holian Industries Tim Holian 7504 Meyer Road Spring Grove, IL 60051 <a href="mailto:holianfamily@gmail.com">holianfamily@gmail.com</a> (815) 675-6683	NA	\$385,000	Yes
2	M&O Environmental 17217 South Ashland Ave. Hazel Crest, IL 60429 Joe Schuman - (847) 346-9352 <a href="mailto:jschuman@mocompany.com">jschuman@mocompany.com</a>	NA	\$245,000	Yes
3	Colfax Corporation 2441 Leavitt Street Chicago, IL 60647 Matt Boll (773) 908-3071 <a href="mailto:mboll@colfaxcorp.net">mboll@colfaxcorp.net</a>	NA	\$199,000	Yes
4	EHC Industries 366 Hollow Hill Road, Wauconda, IL 60084 Mike Foster - (630) 207-1584 <a href="mailto:mfoster@ehcindustries.com">mfoster@ehcindustries.com</a>	NA	\$237,000	Yes
5	Valor Technologies, Inc., Scott Montgomery 3 North Point Court, Bolingbrook, IL 60440 <a href="mailto:scott@valortechnologies.com">scott@valortechnologies.com</a> (630) 679-9800	NA	\$184,835	Yes

PARK RIDGE-NILES SCHOOL DISTRICT 64 - WASHINGTON ELEMENTARY SCHOOL

ASBESTOS ABATEMENT -

BID DATE: TUESDAY, FEBRUARY 25, 2020 @ 2:00 P.M.

PRE-BID MEETING DATE: TUESDAY, FEBRUARY 25, 2020 @ 4:00 P.M.

UAS No. 2091009-02

VOL NO.	CONTRACTOR'S NAME AND ADDRESS/PHONE/E-MAIL	ADDENDA ACKNOWLEDGED (Yes or No)	BASE BID		REQUIRED DOCUMENTS INCLUDED
6	DEM Services, Inc. 1765 Courtland Court, Unit A Addison, IL 60101 John Gorniak - (708) 544-2266 <a href="mailto:dem@demservices.com">dem@demservices.com</a>	NO BID			
7	Celtic Environmental 6640 W. 99 <sup>th</sup> Place, Chicago Ridge, IL 60415 Anthony Guiliano - (708) 491-2346 <a href="mailto:Anthony@celticenvironmental.com">Anthony@celticenvironmental.com</a>	NA	\$336,990		Yes
8	<b>Husar Abatement, LTD</b> <b>10215 Franklin Avenue</b> <b>Franklin Park, IL 60131</b> Michael Husar - (847) 349-9105 <a href="mailto:michael.husarltd@gmail.com">michael.husarltd@gmail.com</a>	NA	<b>\$132,140</b>		Yes
9	COVE Remediation 5316 W. 124 <sup>th</sup> Street, Alsip, IL 60803 Patrick Connolly - (708) 287-7041 <a href="mailto:patrick@coverem.com">patrick@coverem.com</a>	NO BID			



UNITED ANALYTICAL SERVICES, INC.

3020 Woodcreek Drive, Suite F  
Downers Grove, IL 60515  
Phone: (630) 691-8271  
Fax: (630) 691-1819  
E-mail: uasinc@uas1.com

March 4, 2020

Ms. Luann Kolstad / Mr. Ron DeGeorge  
Park Ridge-Niles School District #64  
164 S. Prospect Avenue  
Park Ridge, IL 60068

Re: **Bid Recommendation Letter for Husar Abatement, Ltd. (Husar)  
Asbestos Abatement Response Action Services - Spring & Summer 2020  
Park Ridge Niles School District 64 - Washington Elementary School  
2020 School Renovations - 1500 Stewart Avenue, Park Ridge, IL 60068**

Dear Ms. Kolstad and Mr. DeGeorge:

On February 25, 2020, seven (7) responsive bids were received, opened, and read by Park Ridge-Niles School District #64 regarding the project indicated above. A copy of the bid tabulation is attached. The seven (7) responsive bids ranged from \$132,140 to \$385,000. The apparent low bidder was Husar Abatement, Ltd. (Husar) of Franklin Park, Illinois at \$132,140 and submission the required bid form elements, including, project schedule, staffing and bid bond. As required in the bidding documents, Husar viewed the proposed scope of work at the pre-bid conference on February 18, 2020.

We have contacted Mr. Tomasz Stogowski, Principal and Project Estimator for Husar and reviewed their bid and scope of work. Mr. Stogowski stated that he fully understands the scope of work, the very tight time frame for this multi-phased project, the manpower needed for the project, current site conditions and liquidated damages. Mr. Stogowski further stated that he was comfortable and confident with the bid. In addition, discussion with Husar's references and review of past work experience demonstrates that they are both competent and capable of performing the work as specified, in the time frame specified. Therefore, United Analytical Services, Inc. (UAS) recommends award of the project to the apparent low responsible bidder, Husar.

Sincerely,  
UNITED ANALYTICAL SERVICES, INC.

Thad Daniels  
Director of Field Services

attachment - Bid Tabulation - 02/25/2020

cc: Mike Glenn (UAS), Kevin Aikman (UAS)

To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 30, 2020  
Re: Approval of Flooring Project at Washington School

Administration and Studio GC architects prepared construction documents and sought bids for the flooring project at Washington School for summer 2020. Much like has been done at the other schools, the carpeting will be removed from all hallways and classrooms that have structural/remodeling work being done in them. The carpeting will be replaced with a luxury vinyl tile (LVT) which is the same product used in our other schools. This bid also includes the cost of the flooring in the new addition at Washington School.

The Bid Opening for the flooring project at Washington school took place on Monday, March 9, 2020 at 9:00 a.m. The District received bids from three contractors. The lowest responsible bid was from Michael Kautz Flooring in the amount of \$417,390.

Studio GC met with Michael Kautz Flooring to review the scope of the project and has recommended to the administration that the bid be awarded to Michael Kautz Flooring (Attachment 1).

Related to this work, the District will incur architectural (7.5%) and construction management (2.0%) fees of \$39,652 for this project. The requirement to pay the prevailing wage on this flooring contract is costing the District approximately \$40K.

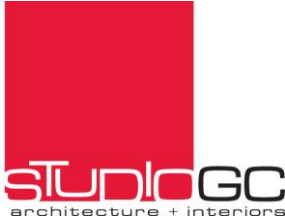
ACTION ITEM 20-03-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the flooring contract for Washington Summer 2020 work at a total cost of \$417,390 to Michael Kautz Flooring.

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

- AYES:
- NAYS:
- PRESENT:
- ABSENT:

3/30/2020



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

March 10, 2020

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

RE: Floor Replacement  
Washington Elementary School  
Project No. 19100

Dear Luann:

Bids for the above referenced project were received at 9:00 a.m. on Monday, March 9, 2020. There were four (4) bidders of record; three (3) 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 the Floor Replacement at Washington Elementary School be awarded to the lowest responsible, responsive bidder, **Michael Kautz Carpets & Designs, Inc.** in the amount of their base bid proposal of \$417,390.00, **for a total contract amount of \$417,390.00.**

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: 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:** Flooring Replacement  
 Washington Elementary School  
**Project No.:** 19100  
**Bid Date:** Monday, March 9, 2020 @ 9:00 a.m.  
**Project Architect:** Richard Petricek

### BID TAB WORKSHEET

Contractor	Total Bid Amount	Addn	Bid	Remarks
		#1	Bond	
Continental Flooring Co. 800-122-1235	\$519,741.00	X	X	
Michael Kautz Flooring 847-394-8200	\$417,390.00	X	X	
Red Feather Group 630-656-3178	NO BID			
Tiles in Style, LLC 630-473-9004	\$493,250.00		X	

To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 30, 2020  
Subject: Discussion and Approval of Student Fees 2020-21

The administration has completed the student fee analysis for 2020-21 using the same format as the prior two years. (Attachment 1) As shared in years past, our informational flyer illustrates how the revenue generated from student fees is used to support educational offerings.

The first page of the document provides a visual pie chart that represents major expenditure categories covered by student fees for both elementary and middle school students. The second and third pages provide a comprehensive list of expenses that the Board may legally charge as student fees and a cost per student for each expense category. The pie charts are color-coded to match the descriptions of the in-depth fee sheets for easier understanding. Expense figures have been updated to reflect the budget adopted for the 2019-20 school year. Enrollment figures have been updated, too.

This year's in-depth analysis of student fees shows that at the Elementary and Middle School levels, fees paid by parents/guardians cover 37% and 42% respectively, of the total expenditures that the Board may legally charge as student fees. Park Ridge-Niles District 64 taxpayers, therefore, are paying 63% and 58% respectively, of the expenditures that can be allocated as student fees.

### **Recommendations for 2020-21**

Attachment 2 is the schedule of proposed school fees for 2020-21. The administration is recommending that the general student fee be kept at the same level as 2019-20: \$84 for preschool and kindergarten, \$227 for elementary, and \$315 for middle school. It is important to note that this will be the **twelfth** year the required fees will remain the same.

In the category of participatory fees, a comparison of the District's expenses for Interscholastic Sports and Cross Country to student fees collected indicates these program fees are set correctly so that the student fees are covering the allowable expenditures. Over the last two fiscal years, the Board has voted to raise both of these fees so that the fees covered the expenditures. This was a planned increase that was split over two years. At this time administration is not recommending any increases.

Attachment 3 is a financial projection for the Extended Day Kindergarten (EDK) program at Jefferson School. The EDK program is a tuition-based enrichment program for parents who need full-day programming for their kindergarten students. Because the program is not mandated, the District has historically set the fees at a rate that ensures the program will break even or operate at a small profit. Cost projections for 2020-21 dictate that the fee for next year remains the same at \$24 per day for the regular program. Students that attend EDK in the morning also have the option to register for early childcare services beginning at 7:00 a.m. for \$12 per day. If the Board approves the proposed rates, the EDK program is projected to operate at a surplus of approximately \$220K in 2020-21. The administration does not recommend a reduction in fees at this time.

Attachment 4 is a financial projection for the Community Preschool program at Jefferson School. The District operates a preschool program that is a blend of special education students and regular education/community students. As required by the State, tuition can only be assessed to the community students. Unlike EDK, program fees for the Community Preschool are not set with the purpose of breaking even. The non-financial benefits of providing early childhood education to students along with the desire to operate the program at full capacity drive the tuition rates set by the District.

Community students who are 3 years old attend three days per week, while 4-year-olds have the option of registering for 4 or 5 days per week. To assist with staffing, the tuition is structured so that the 5-day per week program is offered at a lower daily rate. The administration is recommending a \$1.00 increase in the program rates for 2020-21 to \$25 per day for 3 days per week, \$24 per day for 4 days per week, and \$23 per day for 5 days per week. Preschool fees have not been increased for three years. However, the gap between revenue and expenditures is growing in excess of \$200K warranting a tuition increase. The increase in fees will result in approximately a \$10K decrease in the variance between revenues and expenditures.

### **Next Steps**

Once the Board approves the 2020-21 student fees, we will update the District website with the new documents. We will also continue to include this information in the online registration form that will be available in April 2020.

Again, the general student fees for 2020-21 will be unchanged for the twelfth year.

ACTION ITEM 20-03-5

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the 2020-21 Student Fees as presented.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

3/30/2020



## What makes up required 2020-21 student fees?

As guided by Illinois law, District 64 charges an annual student fee to support learning by *partially* offsetting expenses for instructional materials, supplies and technology. Student fees have remained the same for 11 years.

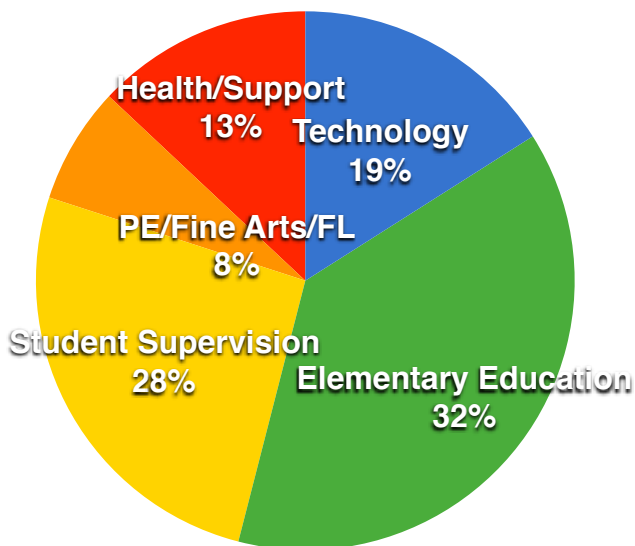
Student fees do *not* cover salaries to deliver education, such as teachers and teacher assistants, or for other staff, such as office/health assistants, custodians, principals, or District administration. The only staff salaries that can be included in fees are for student supervision.

### ELEMENTARY SCHOOL: \$619 value provided for \$227 fee

- ◆ Students receive materials, supplies and technology valued at \$619.
- ◆ The student fee for grades 1-5 is \$227.
- ◆ The cost split is 37% paid by parents of current students and 63% carried in the District's budget paid by all local property taxpayers.

Please refer to the accompanying fee list on pages 2 and 3 for a detailed breakdown by each expense category. Pie chart colors correspond to the fee list.

**Elementary School: \$619 Value**

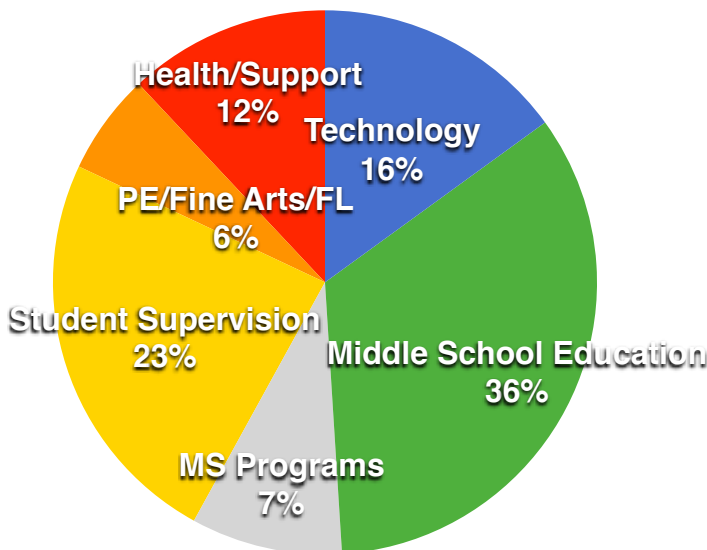


### MIDDLE SCHOOL:

#### \$742 value provided for \$315 fee

- ◆ Students receive materials, supplies and technology valued at \$742.
- ◆ The student fee for grades 6-8 is \$315.
- ◆ The cost split is 42% paid by parents of current students and 58% carried in the District's budget paid by all local property taxpayers.

**Middle School: \$742 Value**



Park Ridge Niles School District 64  
2020-21 Fee Breakdown

Note: Fee list colors correspond to pie charts on page 1

Function	Description	2019-20	Grant	Extra Fees	Total by	Cost per	Cost per	Enrollment
		Adopted Budget Expenses	Revenues (Deduct)	Received (Deduct)		Function	Elementary Student	
<b>2225</b>	<b>Student Technology:</b>				\$ 544,450	\$ 118	\$ 118	
	- Chromebooks (new devices, licenses, cases, etc.)	\$ 445,200		-\$ 95,190				
	- Student iPad and laptop refresh, cases, charge stations	\$ 10,440						
	- Classroom projectors	\$ 75,000						
	- Equipment (3D printers, display screens, etc.)	\$ 109,000						
<b>1110</b>	<b>Elementary Education (K-5 Grade):</b>				\$ 600,644	\$ 198		
	- Online licenses/subscriptions	\$ 139,508						
	- Math supplies (workbooks, activity kits, etc.)	\$ 7,633						
	- Language arts supplies (reading texts, novels, etc.)	\$ 5,000						
	- Science supplies (science kits, lab supplies, curric materials)	\$ 32,990						
	- Classroom supplies and student planners	\$ 51,828						
	- Textbooks and teacher materials	\$ 343,485						
	- Magazine subscriptions	\$ 20,200						
<b>1120</b>	<b>Middle School Education (6-8 Grade):</b>				\$ 407,396		\$ 257	
	- Online licenses/subscriptions	\$ 135,143						
	- Repair/maintenance of classroom equipment	\$ 3,240						
	- Math supplies (workbooks, activity kits, etc.)	\$ 2,820						
	- Language arts supplies (reading texts, novels, etc.)	\$ 6,000						
	- Social studies supplies (maps, posters, reading materials, etc.)	\$ 1,970						
	- Science lab supplies	\$ 52,401						
	- Classroom supplies and student planners	\$ 32,060						
	- Textbooks and teacher materials	\$ 172,226						
	- Magazine subscriptions	\$ 1,536						
<b>2190</b>	<b>Graduation Expenses:</b>				\$ 17,200		\$ 11	
	- Facility rentals	\$ 1,200						
	- Printing expenses (brochures and ceremony materials)	\$ 6,000						
	- Supplies (diplomas, gowns, etc.)	\$ 10,000						
<b>2550</b>	<b>Transportation:</b>				\$ 12,000	\$ 3	\$ 3	
	- Curriculum-related field trips	\$ 12,000						
<b>1410</b>	<b>Industrial Arts:</b>				\$ 36,280		\$ 23	
	- Repair/maintenance of wood shop equipment	\$ 880						
	- Supplies for wood shop class projects	\$ 35,400						
<b>1412</b>	<b>Family &amp; Consumer Science:</b>				\$ 32,600		\$ 21	
	- Repair/maintenance of sewing machines, cooking equipment	\$ 4,000						
	- Classroom supplies (food, cookware, sewing materials, etc.)	\$ 28,600						
<b>1510</b>	<b>After School Clubs:</b>				\$ 8,500		\$ 5	
	- Club supplies	\$ 8,500						
<b>1520</b>	<b>Athletics:</b>				\$ 8,600		\$ 5	
	- Referees	\$ 7,800		-\$ 7,800				
	- Staff supervisors and score keepers at athletic events	\$ 8,500						
	- Supplies (uniforms, scorebooks, balls, etc.)	\$ 4,500		-\$ 4,500				
	- Tournament fees	\$ 1,000		-\$ 1,000				
	- Transportation to athletic events	\$ 15,600		-\$ 15,500				
<b>2191</b>	<b>Student Supervision:</b>				\$ 787,681	\$ 171	\$ 171	
	- Lunchroom supervision salaries	\$ 630,485						
	- Outside supervision salaries	\$ 154,000						
	- Employee benefits	\$ 1,196						
	- Supplies (disinfecting wipes, recess equipment, etc.)	\$ 2,000						
<b>1112</b>	<b>General Music:</b>				\$ 40,190	\$ 9	\$ 9	
	- Repair/maintenance of pianos/musical equipment	\$ 3,000						
	- Classroom supplies (recorders, keyboards, guitars, etc.)	\$ 26,120						
	- Performance equipment (flipforms, instrument carts, pianos)	\$ 11,070						
<b>1113</b>	<b>Art Program:</b>				\$ 73,831	\$ 16	\$ 16	
	- Repair/maintenance of classroom equipment	\$ 2,000						
	- Project supplies (paint, glaze, glue, ink, clay, yarn, etc.)	\$ 71,831						

Park Ridge Niles School District 64  
2020-21 Fee Breakdown

Note: Fee list colors correspond to pie charts on page 1

Function	Description	2019-20 Adopted Budget Expenses	Grant Revenues (Deduct)	Extra Fees Received (Deduct)	Total by Function	Cost per Elementary Student	Cost per Middle School Student
<b>1114</b>	<b>Band/Orchestra Program:</b>				\$ 4,750	\$ 1	\$ 1
	- Instructional professional services	\$ 5,000		-\$ 5,000			
	- Online licenses/subscriptions	\$ 2,000		-\$ 2,000			
	- Repair/maintenance of musical equipment	\$ 4,500		-\$ 750			
	- Classroom supplies (music stands, sheet music, etc.)	\$ 14,500		-\$ 13,000			
	- Music instruments/equipment	\$ 10,500		-\$ 11,000			
	- Transportation to performances	\$ 4,250		-\$ 4,250			
<b>1116</b>	<b>Physical Education Program:</b>				\$ 51,375	\$ 11	\$ 11
	- Towel cleaning service	\$ 10,000					
	- Online licenses/subscriptions	\$ 1,750					
	- Repair/maintenance of fitness equipment	\$ 3,000					
	- Sporting goods supplies, equipment, P.E. uniforms	\$ 36,625					
<b>1117</b>	<b>Chorus Program:</b>				\$ 3,850	\$ 1	\$ 1
	- Transportation to performances	\$ 4,750		-\$ 900			
<b>1119</b>	<b>Foreign Language Program:</b>				\$ 42,713	\$ 9	\$ 9
	- Online licenses/subscriptions	\$ 6,065					
	- Textbooks and workbooks	\$ 25,448					
	- Classroom supplies	\$ 11,200					
<b>1111</b>	<b>Response to Intervention (Education for Struggling Students):</b>				\$ 58,487	\$ 13	\$ 13
	- Classroom supplies/textbooks/workbooks/magazines	\$ 58,487					
<b>1200</b>	<b>Special Education Program:</b>				\$ 202,764	\$ 44	\$ 44
	- Professional consulting services	\$ 40,000					
	- Online Subscriptions	\$ 35,000					
	- Classroom supplies, materials, and equipment	\$ 222,500	-\$ 94,736				
<b>1413</b>	<b>Health Program:</b>				\$ 86,228	\$ 19	\$ 19
	- Online licenses/subscriptions	\$ 40,380					
	- Textbooks and teacher manuals	\$ 44,620					
	- Magazine subscriptions	\$ 1,228					
<b>1650</b>	<b>Channels of Challenge:</b>				\$ 32,300	\$ 7	\$ 7
	- Supplies (calculators, teaching materials, graph pads, etc.)	\$ 3,250					
	- Testing materials	\$ 6,950					
	- Test proctors/assessors	\$ 15,000					
	- Textbooks	\$ 7,100					
<b>1800</b>	<b>Bilingual Program:</b>				\$ 1,400	\$ 0	\$ 0
	- Supplies (dictionary cards, language review materials, etc.)	\$ 1,400					
	<b>Total Costs</b>	<b>\$ 3,308,865</b>	<b>-\$ 94,736</b>	<b>-\$ 160,890</b>	<b>\$ 3,053,239</b>	<b>\$ 619</b>	<b>\$ 742</b>
					Fee Charged	\$ 227	\$ 315
					Student Share	37%	42%
					District Share	63%	58%

Note: Student fees are deposited in the Education Fund, which is the origin of all itemized fee-related expenses shown above except transportation. Per the Illinois Program Accounting Manual, all transactions not accommodated by another fund shall be recorded in the Education Fund.

**Park Ridge Niles Community Consolidated School District 64  
 2020-21 School Fees**

	Adopted 2020-21	2019-20	\$ Change	% Change	Comments
<b>Required Fees</b>					
Preschool/Kindergarten	\$84	\$84	\$0	0.0%	
Elementary Grades 1-5	\$227	\$227	\$0	0.0%	
Middle School	\$315	\$315	\$0	0.0%	
<b>Participatory Fees</b>					
Instrumental Music					
Beginner	\$40	\$40	\$0	0.0%	
Advanced	\$40	\$40	\$0	0.0%	
Chorus - Elementary	\$5	\$5	\$0	0.0%	
Chorus - Middle School	\$15	\$15	\$0	0.0%	
Chromebook Maintenance					
Elementary (Grades 3-5)	\$30	\$30	\$0	0.0%	
Middle School	\$30	\$30	\$0	0.0%	
Athletics					
Basketball	\$140	\$140	\$0	0.0%	
Wrestling	\$140	\$140	\$0	0.0%	
Volleyball	\$140	\$140	\$0	0.0%	
Cross Country	\$35	\$35	\$0	0.0%	
<b>Bus Fees</b> ( <i>State Reimbursement does not cover the cost of students who are transported and reside within 1 1/2 miles of the attendance center</i> )					
All Year	\$510	\$510	\$0	0.0%	
Cold Weather	\$305	\$305	\$0	0.0%	



## PARK RIDGE-NILES SCHOOL DISTRICT 64

### FINANCIAL ANALYSIS OF EXTENDED DAY KINDERGARTEN PROGRAM

		<b>Actual</b>	<b>Projected</b>	<b>Proposed</b>
		<b><u>2018-19</u></b>	<b><u>2019-20</u></b>	<b><u>2020-21</u></b>
Revenues		\$567,639	\$726,301	\$743,832
Expenses				
	Admin Salaries	\$60,452	\$62,205	\$63,449
	Program Salaries	\$238,667	\$328,095	\$338,265
	Admin Benefits	\$15,245	\$14,831	\$14,831
	Program Benefits	\$56,075	\$84,564	\$87,947
	Supplies	\$19,170	\$20,000	\$20,000
Total Expenses		\$389,609	\$509,695	\$524,493
Net Profit/(Loss)		\$178,030	\$216,605	\$219,339
Daily Tuition Rate - Regular Program		\$24.00	\$24.00	\$24.00
Daily Tuition Rate - Early AM Care		\$12.00	\$12.00	\$12.00
Days Registered - Regular Program		22,231	28,639	28,639
Days Registered - Early AM Care		3,611	4,708	4,708
<b>Notes:</b>				
All benefits projected to increase 4%				
Admin salaries projected to increase 2%.				
Program salaries projected to increase 3.1% based on TA salary schedule				

## PARK RIDGE-NILES SCHOOL DISTRICT 64

### FINANCIAL ANALYSIS OF COMMUNITY PRESCHOOL PROGRAM

		Actual	Projected	Projected
		<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Revenues				
	<b>Tuition</b>	\$182,748	\$217,118	\$222,342
	<b>Registration Fees</b>	10,500	9,828	9,828
	<b>Grant Funds</b>	20,673	21,624	22,000
<b>Total Revenues</b>		<b>\$213,921</b>	<b>\$248,570</b>	<b>\$254,170</b>
Expenses				
	<b>Admin Salaries</b>	\$30,226	\$31,103	\$31,725
	<b>Program Salaries</b>	269,485	323,042	333,057
	<b>Admin Benefits</b>	\$7,500	\$7,416	\$7,712
	<b>Program Benefits</b>	76,162	75,717	78,745
	<b>Supplies</b>	8,853	9,276	10,000
<b>Total Expenses</b>		<b>\$392,226</b>	<b>\$446,554</b>	<b>\$461,239</b>
<b>Net Profit/(Loss)</b>		<b>-\$178,304</b>	<b>-\$197,984</b>	<b>-\$207,069</b>
		Actual	Projected	Proposed
<b>Daily Tuition Rate:</b>		<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
	<b>3 days per week</b>	\$24	\$24	\$25
	<b>4 days per week</b>	\$23	\$23	\$24
	<b>5 days per week</b>	\$22	\$22	\$23
		Actual	Projected	Proposed
<b>Annual Tuition Rate:</b>		<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
	<b>3 days per week</b>	\$2,448	\$2,448	\$2,550
	<b>4 days per week</b>	\$3,174	\$3,174	\$3,312
	<b>5 days per week</b>	\$3,850	\$3,850	\$4,025
<b>Number of Students</b>		125	117	117
		18-19	19-20	
*Community Students	64	72		
Prek Students	61	45		
<b>Total Students</b>	<b>125</b>	<b>117</b>		

To: Board of Education  
Dr. Eric Olson Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 30, 2020  
Re: Approval of Third Amendment to Regular Transportation Services Contract  
Approval of the First Amendment to Special Education Transportation Services Contract

In spring 2017, the administration went out to public bid for both regular and special education transportation. The District received only one bid for each contract, which was from the current transportation company, Lakeview Bus Lines, Inc.

**Regular Transportation - Action Item 20-03-6**

For regular transportation, the administration recommended that the Board approve a one-year amendment to the current transportation contract with Lakeview. This action was requested due to issues the District was experiencing with Lakeview. Since that time, Lakeview has met and exceeded the District's expectations in terms of hiring two additional administrative/support staff and learning how to use the District's routing software, Versatrans. A device is installed on each bus used in the District which is able to track a wide range of key information about the bus and its performance, including speed of the bus, time bus arrived/left stops, required maintenance on the bus, etc. This is invaluable information for the District as we are now able to view the map and see exactly where a bus is located when there is an emergency, such as a child reported being late arriving home.

**Special Education Transportation - Action Item 20-03-7**

Based on the administration's recommendation, the Board approved a three-year special education transportation contract with Lakeview Bus Lines, Inc. The contract will expire at the end of the 2019-20 school year. Lakeview has exceeded the District's expectations with their hands-on approach to special education transportation. The administration is recommending that the Board approve a one-year amendment to the current special education transportation contract with Lakeview. The percentage increase will be 3.75% over the 2019-20 rates.

Given the continuing situation, bus companies are experiencing in terms of driver shortages and percentage increases in costs in the double digits, the administration is recommending that the Board approve the third amendment to the contract issued in 2014 to Lakeview Bus Lines, Inc (Attachment 1). This will extend our agreement through the 2020-21 school year. The percentage increase will be 3.75% over the 2019-20 rates. This is the same increase that was applied for the two prior years.

ACTION ITEM 20-03-6

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Third Amendment to the Regular Education Transportation Services Contract to Lakeview Bus Lines, Inc. at a 3.75% increase in the current rates for regular transportation.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

ACTION ITEM 20-03-7

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the First Amendment to the Special Education Transportation Services Contract to Lakeview Bus Lines, Inc. at a 3.75% increase in the current rates for regular transportation.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

3/30/2020

**THIRD AMENDMENT TO  
REGULAR EDUCATION TRANSPORTATION  
SERVICES CONTRACT**

**THIS AMENDMENT** entered into as of the 30<sup>th</sup> day of March, 2020 is made by and between the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, (“Board”) and Lakeview Bus Lines, Inc., (“Contractor”) (collectively referred hereto as “the Parties”).

**WITNESSETH**

**WHEREAS**, the Parties entered into that certain Transportation Services Contract, effective July 1, 2014, (“Agreement”), for regular and summer school student transportation services; and

**WHEREAS**, on April 24, 2017, the Parties entered into an Amendment to the Agreement, extending the term thereof through June 30, 2017 and with the Board having accepted the option to extend the Agreement for an additional year (July 1, 2019 through June 30, 2020) ; and

**WHEREAS**, the Parties desire to further extend the term of the Agreement.

**NOW, THEREFORE**, for good and valuable consideration the receipt of which is acknowledged by the Parties, it is mutually agreed to as follows:

- 1. Term.** The term of the Agreement is hereby extended for one (1) additional year commencing July 1, 2020 and continuing through June 30, 2021.
- 2. Compensation.** The rates for the services provided hereunder shall increase in the amount of 3.75% over the rates for the 2019-20 contract year.
- 3. Conflict of Terms.** Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect. To the extent any of the terms and conditions of the original Agreement conflict with the terms and conditions of this Amendment, the terms and conditions contained herein shall control.

**SIGNATURE PAGE FOLLOWS**

**IN WITNESS WHEREOF**, this Amendment has been signed on behalf of the Parties hereto by persons duly authorized on the day and year first written above.

**BOARD OF EDUCATION OF  
PARK RIDGE-NILES COMMUNITY  
CONSOLIDATED SCHOOL DISTRICT  
NO. 64, COOK COUNTY,  
ILLINOIS**

**LAKEVIEW BUS LINES, INC.**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

493456\_1

**FIRST AMENDMENT TO  
SPECIAL EDUCATION TRANSPORTATION  
SERVICES CONTRACT**

**THIS AMENDMENT** entered into as of the 30<sup>th</sup> day of March, 2020 is made by and between the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, (“Board”) and Lakeview Bus Lines, Inc., (“Contractor”) (collectively referred hereto as “the Parties”).

**WITNESSETH**

**WHEREAS**, the Parties entered into that certain Transportation Services Contract, effective July 1, 2017, (“Agreement”), for special education school year and extended school year student transportation services; and

**WHEREAS**, the Parties desire to further extend the term of the Agreement.

**NOW, THEREFORE**, for good and valuable consideration the receipt of which is acknowledged by the Parties, it is mutually agreed to as follows:

- 1. Term.** The term of the Agreement is hereby extended for one (1) additional year commencing July 1, 2020 and continuing through June 30, 2021.
- 2. Compensation.** The rates for the services provided hereunder shall increase in the amount of 3.75% over the rates for the 2019-20 contract year.
- 3. Conflict of Terms.** Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect. To the extent any of the terms and conditions of the original Agreement conflict with the terms and conditions of this Amendment, the terms and conditions contained herein shall control.

**SIGNATURE PAGE FOLLOWS**

**IN WITNESS WHEREOF**, this Amendment has been signed on behalf of the Parties hereto by persons duly authorized on the day and year first written above.

**BOARD OF EDUCATION OF  
PARK RIDGE-NILES COMMUNITY  
CONSOLIDATED SCHOOL DISTRICT  
NO. 64, COOK COUNTY,  
ILLINOIS**

**LAKEVIEW BUS LINES, INC.**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

493456\_1



To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 30, 2020  
Subject: Approval of Quest Food Management Services Contract Renewal

As discussed at the February 18, 2020 Board of Education meeting, the end of the 2019-20 school year marks the end of the District's first contract with Quest Food Management Services to provide lunch services at both the elementary and middle school level. At this time our options are to extend the contract with Quest for another year, or to go out with a Request for Proposal for a new vendor. Administration is pleased with the job that Quest has done over the last three years especially in terms of getting the program up and running in the fall of 2017 and providing excellent customer service and food to our students and staff.

The initial cost to start-up the program in the fall of 2017 was approximately \$135,000. This cost included all necessary equipment purchases for the elementary buildings, additional equipment needed at Emerson to service the five elementary schools and a delivery truck used solely for the hot lunch program. As of December 31, 2019, the District's 2.5-year profit is \$71,141. Subtracting the initial start-up costs of \$135,000 from the profit of \$71,141, there is a remaining balance of \$63,527 needed to recoup the start-up costs. The lunch program should not run with a large profit, nor should it have a deficit. A small profit helps to pay for ongoing costs to maintain and replace equipment associated with the program as needed.

At the inception of the new food service, the decision was made to compost at every school building that uses Quest understanding that this commitment is an additional cost that is borne by the parent/guardian in their student's meal price. As per the attached PowerPoint presentation (Attachment 1), the cost to compost is an additional \$0.43 per lunch. To date, Lakeshore Recycling Systems does not charge the District to pick-up the compost.

Participation percentages continue to grow at every school in the District. The data presented tonight represents the 2019-20 participation percentages as of the end of January 2020. Sales at the elementary buildings have been strong even though we have a PTO pizza day fundraiser at each elementary building. The PowerPoint with the above information will be reviewed at the Board meeting and is included in the packet. The renewal agreement letter is attached to the Board packet for your review (Attachment 2).

ACTION ITEM 20-03-8

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Renewal of the Quest Food Management Services Contract with no increases in the contract for the 2020-21 School Year.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

3/30/20

# Price Comparisons

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2017-2020

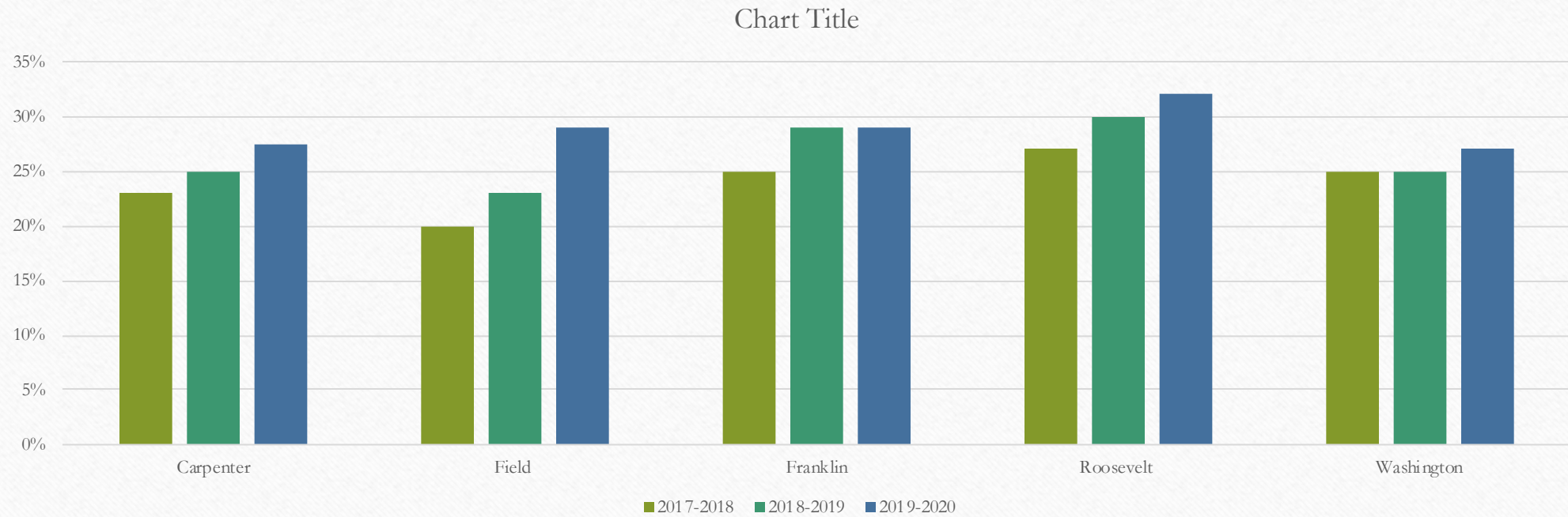
# Compost Cost Breakdown

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• Compost 5 Compartment Plate-	\$0.16	vs Non-Compost	\$0.04
• Compost Bowls-	\$0.26	vs Non-Compost	\$0.04
• Compost Silverware-	<u>\$0.13</u>	vs Non-Compost	<u>\$0.04</u>
Total	\$0.55		\$0.12
<b>Variance Compost vs. Non-Compost</b>	<b>\$0.43</b>		

# Elementary Participation Percentages

## January 30, 2020



# Middle School Participation Based on Per Cap

---

- Emerson & Lincoln 2017-2018

- 54% Participation

- Emerson & Lincoln 2018-2019

- 57% Participation

Current

Emerson & Lincoln 2019-2020

56% Participation through January

# A la Carte Price Comparison

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## D64 A la Carte Pricing

- Hamburger \$3.25
- Meal with Salad Bar, Side & Drink \$4.30
- Pizza \$2.75
- Chips \$1.50


## Local Quest Account Averages

- Hamburger \$3.95
- Meal with Salad Bar, Side NO Drink \$4.95
- Pizza \$2.75
- Chips \$1.50

# Elementary Lunch Price Comparisons

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## Entrée-Side-Fruit & Veggie Bar with Drink

- D64 \$4.40 - Compost
- D67 \$4.25 Current  \$4.50 2020-2021- No Compost
- Lincolnshire \$4.50 – No Compost
- D30 \$4.50 – No Compost
- Avoca \$4.20 –No Compost





January 29, 2020

Luann T. Kolstad, MS.Ed, CSBO  
Chief School Business Official  
Park Ridge Niles CCSD 64  
164 S. Prospect Avenue  
Park Ridge, IL 60068

Dear Luann:

It is hard to believe another school year has passed. Quest Food Management Services would like to confirm our renewal for the 2020-2021 school year (beginning July 1, 2020 and ending June 30, 2021).

We look forward to our continued partnership in serving high quality meals to your students, staff and administrators. Your signature below will memorialize that Quest will continue as your food service provider under the current terms and conditions outlined in our existing contract (signed April 24, 2017), including Quest's management fee holding flat at 5% of sales and Quest's administrative fee holding flat at 2% of sales.

We would also like to confirm our recommendation that the 2020-21 meal pricing remain flat to current pricing.

Sincerely,

\_\_\_\_\_  
Nick Saccaro  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Date

To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 30, 2020  
Re: Approval of Natural Gas Services Contract with Constellation Energy

### **Background**

The District's current contract with Direct Energy for natural gas service will expire in May 2020. This contract was for a three-year period with rates locked in for every year.

### **Natural Gas Contract for June 2020 to May 2025**

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

Tradition Energy received bids from four vendors to supply District 64 with natural gas for either a 12-, 24-, 36-, 48 or 60-month period. Tradition Energy's fee is structured according to the OMNIA contract and is based on District 64's historical usage and the number of building meters.

The lowest responsible bidder for natural gas service is Constellation(Attachment 1).

The administration is recommending that the District lock in for 60 months for the following reasons:

1. We just came off of one of the two warmest winters in the last 30 years and the production of natural gas is at an all-time high which has driven the natural gas prices to a 20 year low.
2. The District currently has the opportunity to materially reduce the natural gas budget while reducing our exposure to the gas market volatility.
3. A shorter term would be speculative based on the thought that natural gas prices are overvalued and will fall to historic lows by the time the next renewal occurs.

The change in the natural gas supplier is seamless for the District so there is no "downtime" when the switchover occurs. The contract between the District and Constellation Energy is a 100% Swing Contract. This means that if we shut down a building at some point with natural gas usage dropping dramatically, we are not charged for lost and cost that Constellation Energy may encounter when they resell the unneeded natural gas.

ACTION ITEM 20-03-9

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the contract with Constellation for natural gas service at all District buildings for the period of June 1, 2020 to May 31, 20XX.

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

AYES:

NAYS:

PRESENT:

ABSENT:

3/30/2020



Customer Information			
<b>Customer Name:</b>	Park Ridge CCSD 64	<b>Phone:</b>	847-318-4324
<b>Contact:</b>	Luann Kolstad	<b>Email:</b>	lkolstad@d64.org
<b>Address:</b>	164 S Prospect Avenue Park Ridge, IL 60068		
Account Information			
<b>Utility:</b>	NICOR	<b>Estimated Volume:</b>	37,959
<b>State:</b>	IL		
<b>Acct #'s/ESI#'s</b>	9		
<b>Pricing Type:</b>	Indicative Refresh		
<b>Current Provider:</b>	Direct Energy	<b>Est. Annual Cost:</b>	\$124,126

**Energy Advisor:** Michael Skelton

**Direct Line:** 713-609-9925

**Email:** michael.skelton@traditionenergy.com

**Creation Date:** March 9, 2020

### Supplier Fixed Price Comparison / Savings and Budget Analysis \*

Terms	12 Months	24 Months	36 Months	48 Months	60 Months
<b>Start Date</b>	Jun-20	Jun-20	Jun-20	Jun-20	Jun-20
<b>End Date</b>	Jun-21	Jun-22	Jun-23	Jun-24	Jun-25
<b>KWH Usage</b>	<b>37,959</b>	<b>75,918</b>	<b>113,877</b>	<b>151,836</b>	<b>189,795</b>

ProEnergy Solutions	2.73000	2.79000			
<b>Proj. Energy Budget</b>	\$103,628	\$211,811			

**CREDIT:** Pending

**SWING %:** 0%

**PAY TERM:** 10

TERM	2.64500	2.71500	2.76500	2.805	2.835
<b>Proj. Energy Budget</b>	\$100,402	\$206,117	\$314,870	\$425,900	\$538,069

**CREDIT:** Pending

**SWING %:** 0%

**PAY TERM:** 10

Direct Energy	2.51000	2.59000	2.65000	2.706	2.757
<b>Proj. Energy Budget</b>	\$95,277	\$196,628	\$301,774	\$410,868	\$523,265

**CREDIT:** Approved

**SWING %:** 100%

**PAY TERM:** 30

Constellation	2.47540	2.55610	2.61210	2.6414	2.694
<b>Proj. Energy Budget</b>	\$93,964	\$194,054	\$297,458	\$401,060	\$511,308

**CREDIT:** Approved

**SWING %:** 100%

**PAY TERM:** 30

**\*Does Not Include taxes**

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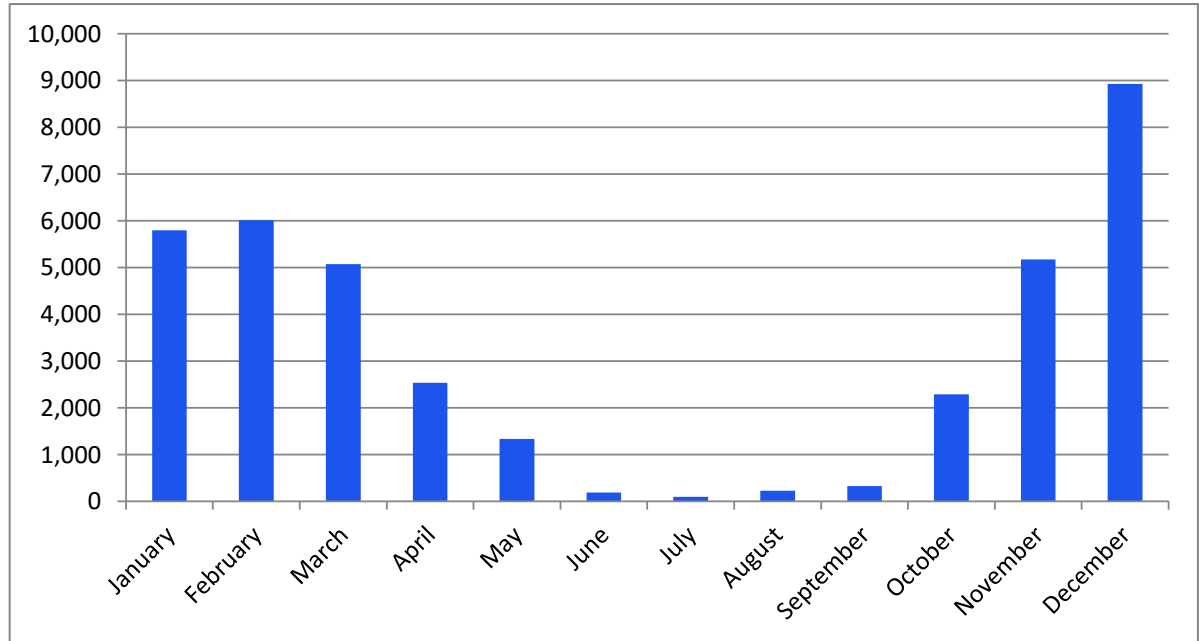
Customer Name Park Ridge CCSD 64



Annual DTH 37,959

No. of Accounts 9

MONTH	TOTAL (KWH)
January	5,797
February	6,007
March	5,070
April	2,537
May	1,334
June	190
July	94
August	224
September	326
October	2,284
November	5,172
December	8,924
<b>Total</b>	<b>37,959</b>



Account Number	Service Address	City	State	Zip	Utility / TDSP	Annual DTH
2932950000 2	1001 S Fairview Ave	Park Ridge	IL	60068	Nicor	4,539
3014750000 0	2409 Manor Ln	Park Ridge	IL	60068	Nicor	6,004
9569750000 7	1500 Stewart Ave	Park Ridge	IL	60068	Nicor	3,713
7809850000 8	164 S Prospect Ave	Park Ridge	IL	60068	Nicor	784
8213950000 1	200 S Lincoln Ave	Park Ridge	IL	60068	Nicor	9,060
6312850000 4	707 Wisner St	Park Ridge	IL	60068	Nicor	2,717
3004850000 0	300 N Hamlin Ave	Park Ridge	IL	60068	Nicor	2,045
6343850000 9	8200 W Greendale Ave	Niles	IL	60714	Nicor	5,303
2571640000 4	8101 N Cumberland Ave	Niles	IL	60714	Nicor	3,794

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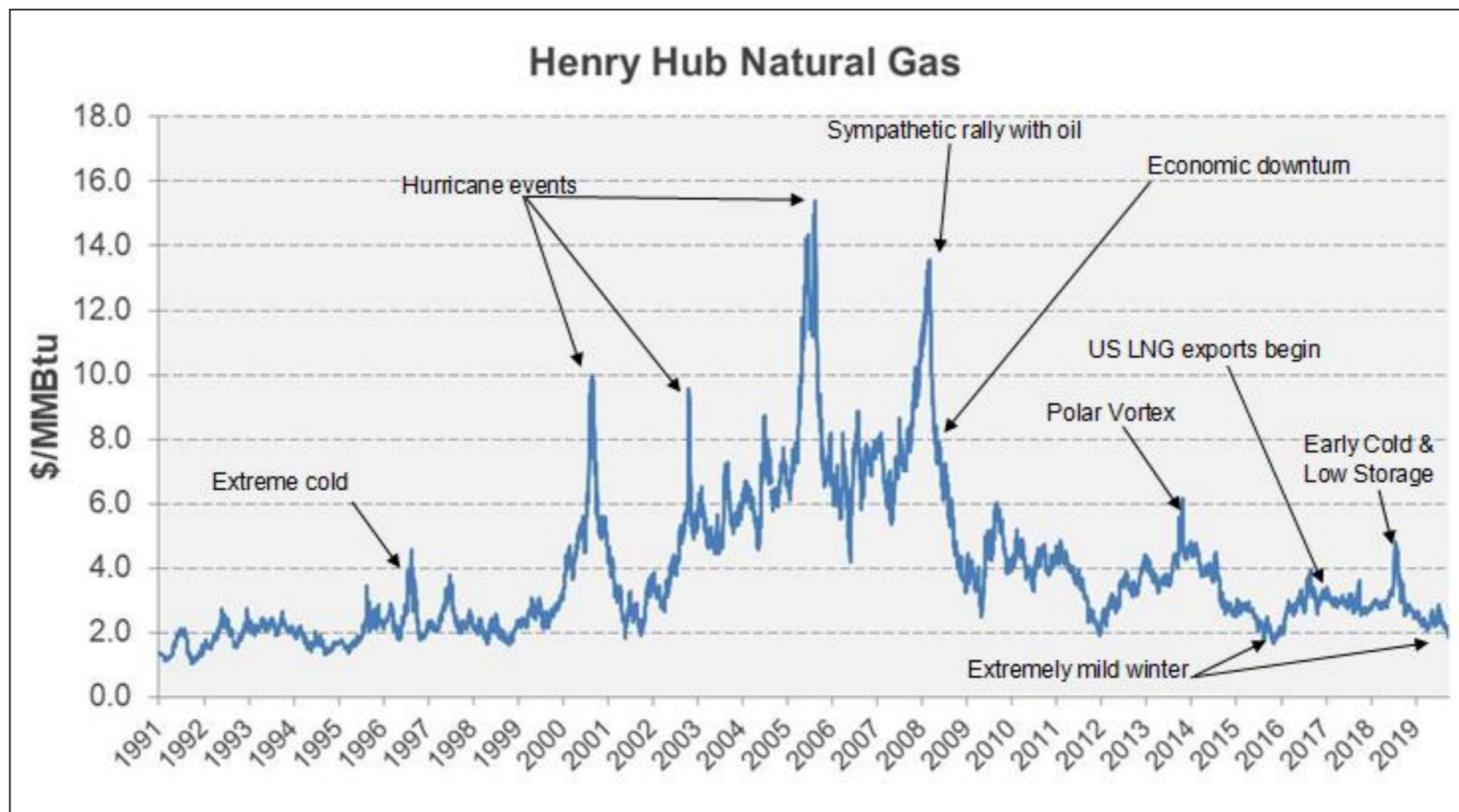
March, 2020

# Regional Market Outlook – Natural Gas Park Ridge



# NYMEX Natural Gas History

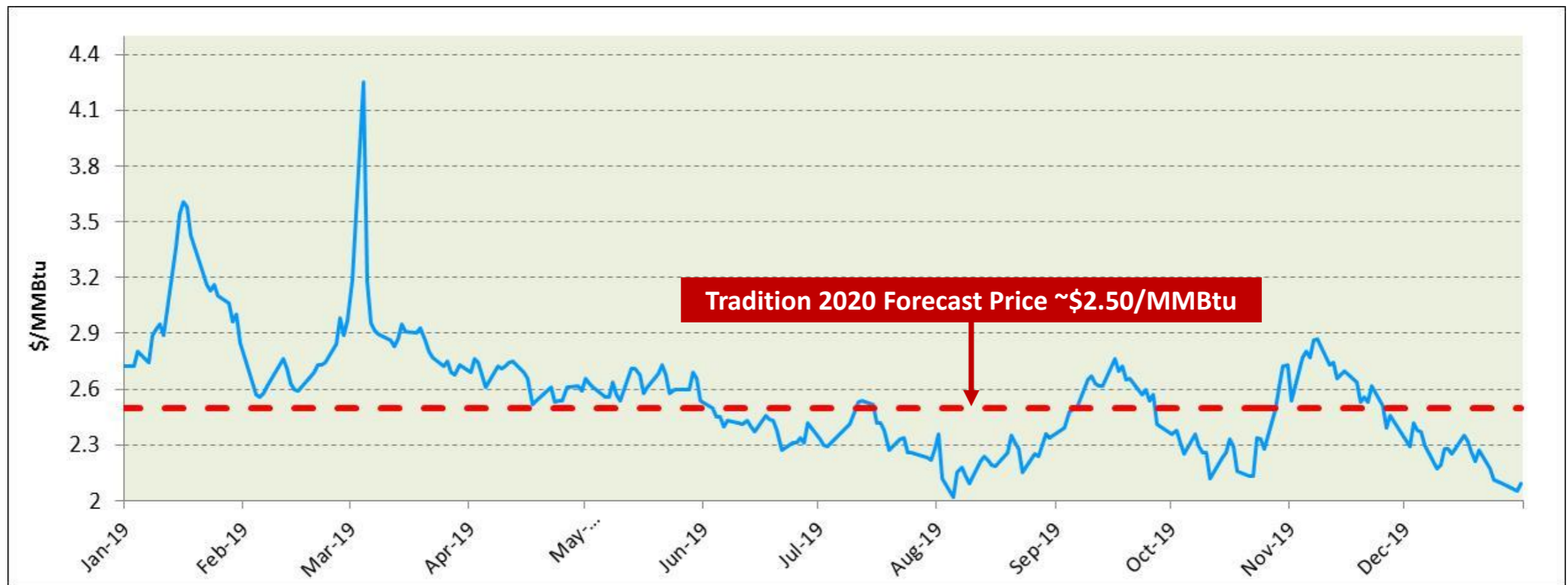
- Over the past 12 months natural gas prices have ranged from a low of \$1.766 in February 2020 to a high of \$2.862 in November 2019.
- Over the past 24 months natural gas prices have ranged from a low of \$1.766 in February 2020 to a high of \$4.837 in November 2018.
- Over the past 36 months natural gas prices have ranged from a low of \$1.766 in February 2020 to a high of \$4.837 in November 2018.



# Henry Hub Natural Gas Forecast

- Our natural gas price forecast is for an annual daily average of \$2.50/MMBtu.
  - Prices will be ~2.5% lower YoY due to record production levels and ample natural gas inventories.
  - Record LNG and Mexican pipeline export and increased power sector and industrial demands will mitigate further YoY losses.

## Henry Hub Natural Gas Spot Prices



Source: Tradition Analysis, Bloomberg



# Natural Gas Production to Increase Again in 2020

- Average dry gas production will be ~3 Bcf/d higher in 2020.
- Production will reach a new record for a fourth consecutive year.
  - Growth in the Permian and Marcellus shale regions will be the primary drivers of the higher production.
  - Although, growth is expected to be slower than previous years.

## Dry Gas Production

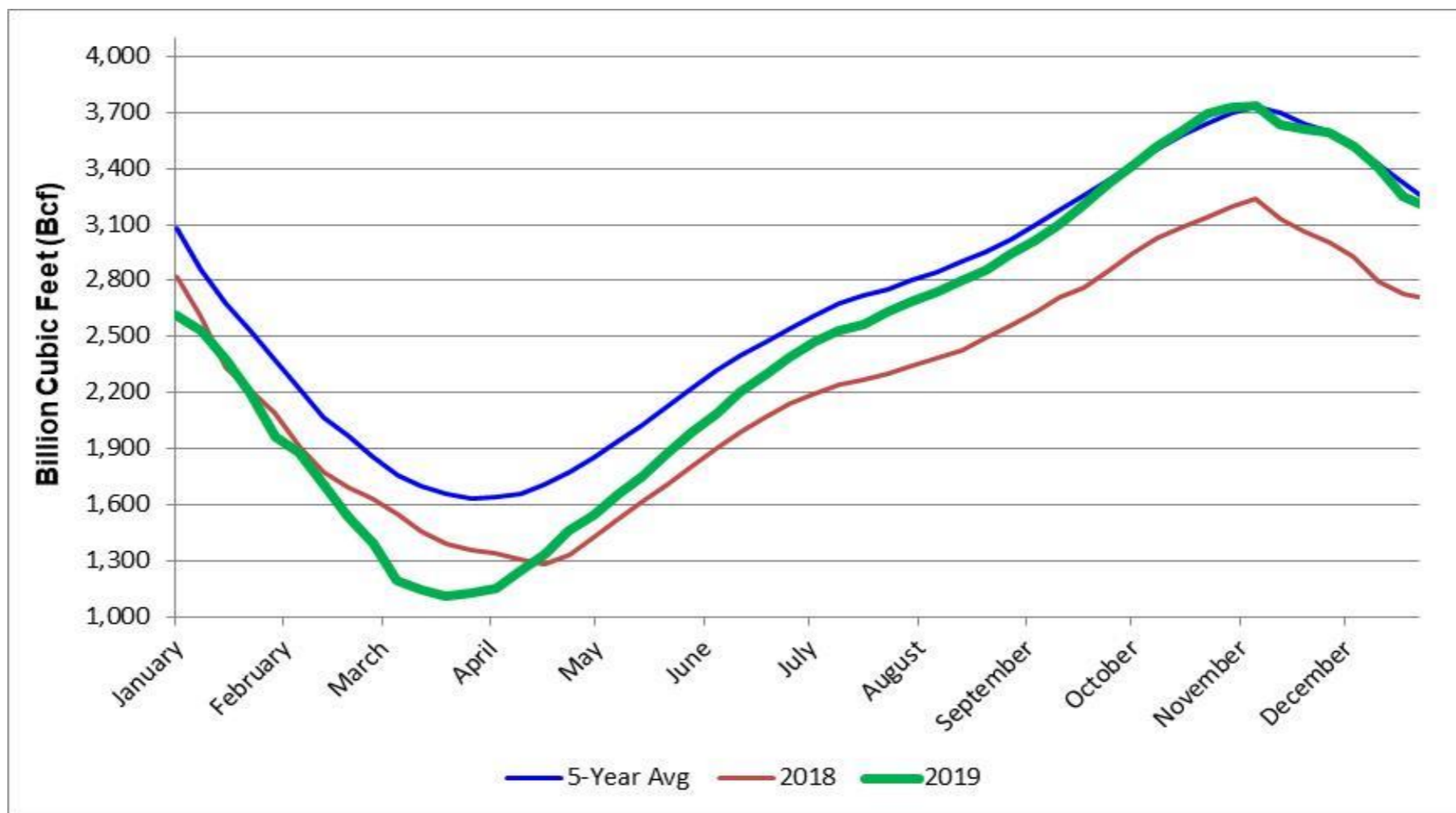


Source: EIA/Tradition Analysis

# Natural Gas Inventory

- Storage levels entered the 2019-20 winter heating season at more than 3.7 Tcf, a level similar to the five-year average and more than 500 Bcf higher than last year.
- Record production and limited demands in the early part of the 2019-20 winter heating season could leave storage levels ~700 Bcf of nearly 60% higher than last year's end of winter levels .

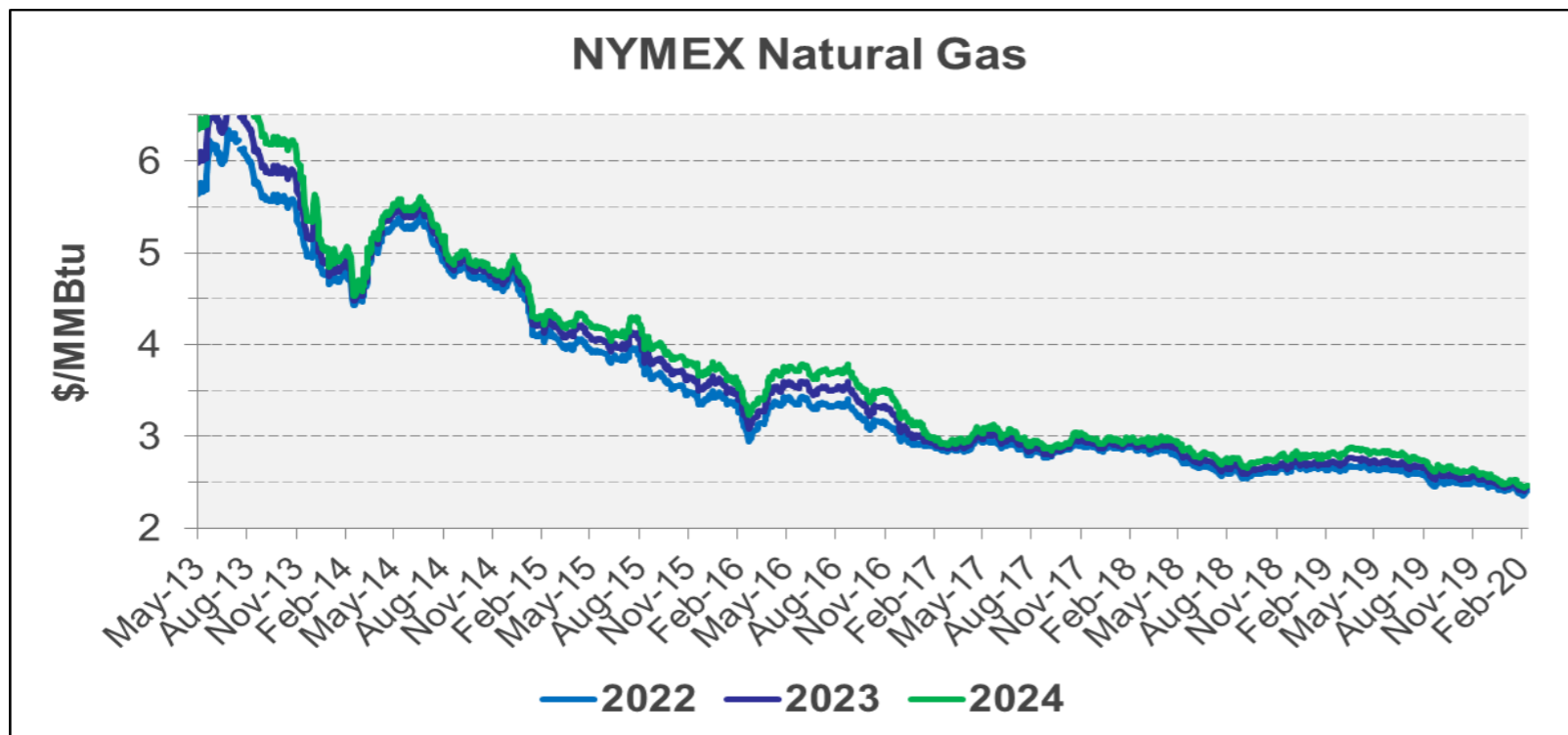
**Historical Natural Gas Storage Data**



Source: Tradition analysis, EIA

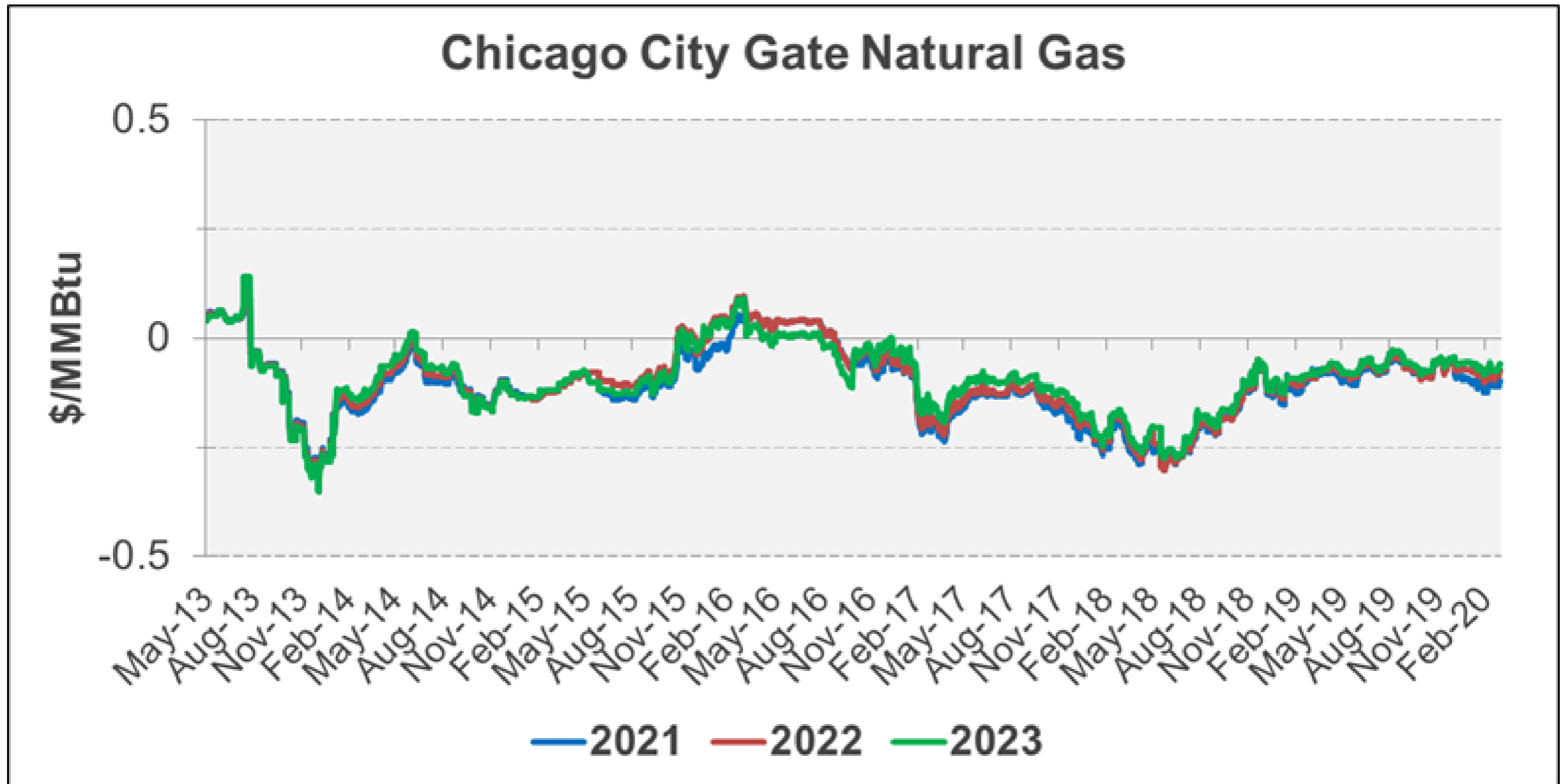
# NYMEX Natural Gas Current Market Status

- Wholesale contracts for future delivery of commodity natural gas are just above record lows as strong natural gas production and healthy storage levels keeps prices subdued.
- Calendar year 2023 and 2024 is priced similarly to 2022 as expectation of increased production levels pins longer term prices near record lows.
- Expectations that low natural gas prices could slow drilling activity and affect future production levels has the potential to elevate longer term prices.
- Increased exports, both LNG and Mexican pipeline, also present a risk to higher prices in the coming years.



	NYMEX Natural Gas		
	CAL 2022	CAL 2023	CAL 2024
Current Price	2.418	2.456	2.468
Current Percentile	1.1%	1.2%	0.5%
Minimum Price	2.36	2.407	2.434
Date of Minimum	2/3/2020	2/5/2020	2/5/2020
Percent above Minimum	2.6%	2.0%	1.4%
Max Price	6.337	6.685	7.053
Date of Max	6/26/2013	6/26/2013	6/26/2013

# Chicago Area Natural Gas Current Market Status



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Consent Agenda

ACTION ITEM 20-03-10

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for March 30, 2020, which includes: Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending February 29, 2020; Approval of Student-Parent Handbook 2020-21; and the Destruction of Audio Closed Recordings.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

03/30/20

**Community Consolidated School District No. 64**

**Disbursement Detail Listing**

Bank Name: Accounts Payable  
 Bank Account: 885360644

Date Range: 07/01/2019 - 03/16/2020  
 Voucher Range: 1266 - 1274

Sort By: Vendor  
 Dollar Limit: \$0.00

Fiscal Year: 2019-2020

Print Employee Vendor Names     Exclude Voided Checks     Exclude Manual Checks     Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
<u>Fund</u>						<u>Amount</u>
10						\$1,349,475.51
20						\$209,021.69
30						\$2,612.79
40						\$123,606.65
60						\$461,057.71
80						\$411.50
<b>Fund Totals:</b>						<b>\$2,146,185.85</b>

End of Report

Disbursements Grand Total:    \$2,146,185.85

## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2019-2020

Month: February  
 Year: 2020  
 Fund Type:

Include Cash Balance  
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	Education Fund	\$29,724,418.89	\$32,243,085.19	(\$36,957,200.97)	\$0.00	\$25,010,303.11
20	Operations & Maintenance Fund	\$7,366,731.80	\$3,275,352.18	(\$4,289,796.15)	(\$4,000,000.00)	\$2,352,287.83
30	Debt Services Fund	\$3,729,094.25	\$959,912.10	(\$2,301,071.00)	\$0.00	\$2,387,935.35
40	Transportation Fund	\$4,482,399.57	\$1,796,806.68	(\$2,388,702.69)	(\$2,000,000.00)	\$1,890,503.56
50	Municipal Retirement Fund	\$937,572.83	\$389,800.81	(\$582,876.88)	\$0.00	\$744,496.76
51	Social Security/Medicare Fund	\$816,625.05	\$435,127.72	(\$740,794.38)	\$0.00	\$510,958.39
60	Capital Projects Fund	\$5,640,794.22	\$31,662.71	(\$7,023,053.85)	\$6,000,000.00	\$4,649,403.08
61	Cap Projects Fund - 2017 Debt Certs	\$157,881.04	\$1,676.80	\$0.00	\$0.00	\$159,557.84
70	Working Cash Fund	\$247,831.27	\$266,688.11	\$0.00	\$0.00	\$514,519.38
80	Tort Fund	\$806,078.18	\$96,238.92	(\$499,479.68)	\$0.00	\$402,837.42
Grand Total:		\$53,909,427.10	\$39,496,351.22	(\$54,782,975.60)	\$0.00	\$38,622,802.72

End of Report



This Report Can be Viewed on the

[Financial Data Current](#)

To: Board of Education  
Dr. Eric Olson, Superintendent

From: Valerie Varhalla, Director of Business Services

Date: March 30, 2020

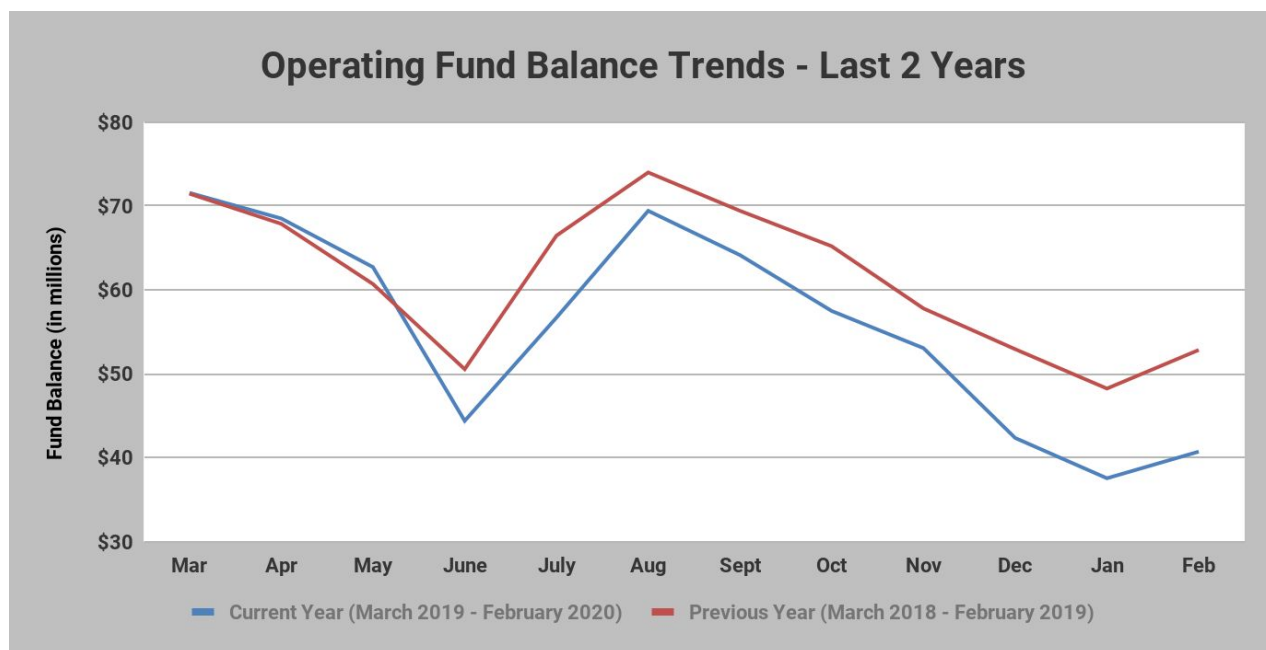
Subject: Financial Update for the Period Ending February 29, 2020

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Attached for your review are the following reports as of February 29, 2020:

- Fund Balance Report
- Revenue Summary Report
- Expenditure Summary Report

Fund balance in the Operating Funds increased by \$3 million in February to \$40.7 million. The graph below shows a comparison of monthly fund balances over the last two years. The spikes in fund balance during February/March and July/August 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 typically scarce.



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

- May and June – The two fund balance lines decreased at varying angles because the District's biweekly payroll schedule produced a different number of payrolls each

month. Looking at the two months combined, fund balance in 2019 (blue line) decreased by \$1.2 million more than in 2018 (red line). This is due to the District transferring \$786,000 out of the Operating Funds in May 2018 to make its first yearly payment on the debt certificates. There was also a \$400,000 decline in registration fee revenue in 2018 because the District offered parents the option to defer payment on student fees until September for the first time this year.

- December-Fund balance in December decreased at a faster rate due to two board resolutions adopted at the December 16 Board of Education meeting. Resolution #1241 and #1242 directed the transfer of a total \$6 million to the Capital Projects Fund. Both Board resolutions were to help financially prepare the District with enough available funds for the upcoming Capital Projects.
- February-Fund balance typically increases starting in February due to the first installment of property tax revenue collections.

From a macro-level perspective, the District continues to have a strong financial position after two thirds (%) of the fiscal year. Fund balance is expected to start rising over the next month of operations with the receipt of the spring property taxes. Throughout this long-term planning and forecasting the District continues to maintain the goal of operating within its means.

### **Revenue Summary - February**

Total revenue for the District was 60% of budgeted revenues as of February 29. This is in line with last year's pace. February marked the first month of 2019 real estate tax collections for the District. These collections made up \$8.6 million of the District's \$9.6 million revenues in February.

State and federal revenue was minimal in February resulting in the District receiving just over \$318,000. Payments included the standard two installments of Evidence Based Funding (\$306,000). As well as the District received funds for IDEA room and board and milk program revenues.

### **Expenditure Summary - February**

After completing eight months of the fiscal year, the District has expended 59% of its overall budget which is slightly behind last year's pace (62%) but still in line with the amount of time elapsed for the fiscal year.

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	
	2019-20	2018-19
February	57%	56%
November	33%	33%
October	25%	21%
July	0%	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	
	2019-20	2018-19
February	65%	76%
November	48%	61%
October	41%	49%
July	12%	15%

Accounts payable spending is running behind last year's budget pace. The Capital Projects fund has a \$1.7 million larger budget this year compared to last year (FY19). The District has spent \$7 million as of February, which is \$700,000 less than at this point last year.

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

## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2019-2020

Month: February  
 Year: 2020  
 Fund Type: Operating

Include Cash Balance  
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	Education Fund	\$29,724,418.89	\$39,576,227.31	(\$36,968,725.99)	\$0.00	\$32,331,920.21
20	Operations & Maintenance Fund	\$7,366,731.80	\$4,230,964.59	(\$4,289,796.15)	(\$4,000,000.00)	\$3,307,900.24
40	Transportation Fund	\$4,482,399.57	\$1,924,574.37	(\$2,388,702.69)	(\$2,000,000.00)	\$2,018,271.25
50	Municipal Retirement Fund	\$937,572.83	\$512,714.23	(\$582,876.88)	\$0.00	\$867,410.18
51	Social Security/Medicare Fund	\$816,625.05	\$485,021.55	(\$740,794.38)	\$0.00	\$560,852.22
70	Working Cash Fund	\$247,831.27	\$370,892.68	\$0.00	\$0.00	\$618,723.95
80	Tort Fund	\$806,078.18	\$703,008.27	(\$499,479.68)	\$0.00	\$1,009,606.77
Grand Total:		\$44,381,657.59	\$47,803,403.00	(\$45,470,375.77)	(\$6,000,000.00)	\$40,714,684.82

End of Report

**Community Consolidated School District No. 64**

**Fund Balances**

Fiscal Year: 2019-2020

Month: February

Include Cash Balance

Year: 2020

Fund Type: Non-Operating

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
30	Debt Services Fund	\$3,729,094.25	\$1,218,815.67	(\$2,299,280.78)	\$0.00	\$2,648,629.14
60	Capital Projects Fund	\$5,640,794.22	\$36,168.91	(\$7,023,053.85)	\$6,000,000.00	\$4,653,909.28
61	Cap Projects Fund - 2017 Debt Certs	\$157,881.04	\$1,823.83	\$0.00	\$0.00	\$159,704.87
Grand Total:		\$9,527,769.51	\$1,256,808.41	(\$9,322,334.63)	\$6,000,000.00	\$7,462,243.29

**End of Report**

This Report Can be Viewed on the

[Financial Data Current](#)

TO: Board of Education  
Dr. Eric Olson, Superintendent  
FROM: Peter Gill, Public Information Coordinator  
DATE: March 30, 2020  
RE: District 64 Student-Parent Handbook 2020-21

The District 64 Student-Parent Handbook is the mainstay of essential information distributed to our families annually. Now in its 14th year, the handbook is presented conveniently [online via our website](#). Families review and download the handbook as part of the annual online registration process, which will kick off on Monday, April 21, 2020 for the 2020-21 school year.

Handbook sections related to student behavior are presented for Board approval each spring in compliance with [Board Policy 7:190 Student Behavior](#). Following a major update to 7:190 in August 2016 required by substantial changes in state law, there was a minor update in September 2017. Policy 7:190 appears in its entirety in Chapter 6 of *Student Behavior*.

In addition, [Board Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment](#) was updated in December 2017. Policy 7:180 appears in its entirety within Chapter 2 *Communications & Safety*.

The Board of Education most recently approved both Policy 7:180 and 7:190 on February 18, 2020 with non-substantive revisions as per The Policy Reference Education Subscription Service (PRESS) issue 102.

Also required by Policy 7:190, the PTO/A Presidents group will be notified at its March 17, 2020 meeting that no revisions to Policies 7:180 or 7:190 are being made at present.

The draft handbook will continue to be edited until 2020-21 registration opens to ensure the most up-to-date procedures and policies are presented. The handbook is also referenced against a checklist for handbook content provided by the District's legal counsel. Specific announcements and materials within the handbook fulfill many of the District's varying annual legal notice requirements.

The D64 handbook is an award-winning publication, having previously been recognized at both the state and national levels. With a gallery of student artwork on its cover, the handbook offers a wealth of information, including the school year calendar; Board and District information; day-to-day school essentials; communications and safety; travel to and from school; academics; school health services; and student behavior expectations. Roster pages with each school's specific facts and key calendar dates are appended in August.



Completion of the handbook each year is an “all hands” effort, with contributions from Dr. Olson; all our District and school administrators; Facilitator of School Health Services Margaret Temari; Administrative Assistant to the Superintendent Natasha Nedeljkovic; webmaster Samantha Vanis; school secretaries; Curriculum Specialist for Art Sonja Dziedzic, art teachers, and student artists; various organization heads; and other contributors.

It is recommended that the following audio recordings from the closed meetings of the Board of Education be destroyed:

July 7, 2014; July 12, 2014; August 25, 2014; September 22, 2014; October 20, 2014; October 27, 2014; November 17, 2014; and December 15, 2014.

Background

According to the Open Meetings Act and Board policy 2:220 *School Board Meeting Procedure*, verbatim recordings of closed sessions may be destroyed no 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 and will continue to maintain them in accordance with law and policy.

03/30/2020

Approval of Minutes

ACTION ITEM 20-03-11

I move that the Board of Education of Community Consolidated School District 64 Park Ridge-Niles, Illinois approve the minutes from the Closed Session on February 18, 2020; and the Regular Meeting on February 18, 2020.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

03/30/20

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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.  
February 18, 2020  
Jefferson School - Multipurpose Room  
8200 Greendale Avenue, Niles, Illinois 60714**

Board President Rick Biagi called the meeting to order at 5:30 p.m. Other Board members in attendance were Tom Sotos, Carol Sales, Dr. Denise Pearl, Larry Ryles, Fred Sanchez, and Rebecca Little. Also present were Superintendent Eric Olson; Assistant Superintendent for Human Resources Joel T. Martin; Board Legal Counsel Tony Loizzi; and no 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 reports for this meeting are also available on the website or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

**BOARD RECESSES AND ADJOURNS TO CLOSED MEETING**

At 5:31 p.m. it was moved by Board member Ryles and seconded by Board member Sanchez to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5ILCS 120/2(c)(1)]; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]; and student disciplinary cases [5 ILCS 120/2(c)(9)].

The motion was approved by unanimous voice vote.

**BOARD ADJOURNS FROM CLOSED MEETING AND RESUMES THE REGULAR MEETING**

The Board resumed the regular meeting at 7:00 p.m. In addition to those listed above, also present were Chief School Business Official Luann Kolstad; Assistant Superintendent for Student Learning Lori Lopez; Director of Student Services Lea Anne Frost; Director of Innovation and Instruction Technology Mary Jane Warden; Public Information Coordinator Peter Gill; and approximately 125 members of the public.

**PLEDGE OF ALLEGIANCE & WELCOME TO JEFFERSON SCHOOL**

Jefferson School Principal Lisa Halverson led the pledge and welcomed everyone. She was joined by staff members Barbara Murphy, Joanna Fernandez, and Christy Holtz and provided a presentation about

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Jefferson and what the school provides for its young learners. They reviewed the goals for the students' reading, math and social emotional learning skills.

### **PUBLIC COMMENTS**

President Biagi invited comments on non-agenda items; none were received.

### **APPROVAL OF MEETING AGENDA**

No changes were made to the meeting's agenda.

### **STUDENT/STAFF RECOGNITION**

Dr. Olson invited the various groups being recognized tonight to come to the podium. Meghan Keefer gave a brief summary of the District Spelling Bee competition and recognized its three finalists; she invited the winner, Ayesha Hakeem, to come to the podium and be congratulated. Dina Pappas, science olympiad coordinator and chair, gave a summary of this year's competition and presented the gold, silver and bronze winners of the various events with certificates. Emerson and Lincoln middle school wrestling coaches reviewed their seasons and achievements and congratulated the athletes present. Dr. Olson noted that Cubs Scouts Pack 50 from Emerson was present tonight to learn about government and earn a civic government badge. Lincoln Middle School Assistant Principal Tim Gleason and Roosevelt School Principal Kevin Dwyer came to the podium to talk about this year's incredibly successful Park Ridge Community Fund Campaign, which the District employees contributed to over the holiday season.

### **PT3 UPDATE**

Student Services Director Frost gave the Board an update on the work accomplished since the beginning of the year and the group's future goals. She was joined by the group's staff representative, Casey Gibbons, and noted that she would read a statement from Andrea Yannella, the parent representative who could not be present tonight. Ms. Gibbons stated the group is having meaningful and productive conversations about current programs and future models, communication improvements, and continuum of services. She said that staff would like to see a model proposal for next year and the chance to hear from other districts. Dr. Frost read the statement from Mrs. Yannella, which shared concerns from parents whose children need some help in certain areas but might not qualify as special needs. These concerns centered around help with reading, dyslexia, and the need for systems to be in place to address these particular needs. Mrs. Yannella's statement also noted the need to move forward quicker, further address outplaced students, and have a clear plan for a model. Following a Board question, Dr. Frost noted that the District is proactively working on training more teachers to be Wilson-certified, and currently has a cohort in place. Board members also discussed their participation at the PT3 meetings and whether to remain observers rather than participants. Dr. Frost stated that the District plans to put together a "hybrid model" to be presented and discussed at the next PT3 meeting, with the goal to have a program in place by the beginning of next school year. Ms. Gibbons confirmed that the priority should be the creation of a model and that the group would like to take a broader look at other districts' models and data. She also stated that obtaining input from the community would be better at the board level.

Board president Biagi invited comments from the audience, which were received as follows:

- Miki Tesija addressed the board on the issue of PT3's work; the need to hear from Dr. Schneider and someone who has been exposed to a well functioning neighborhood school model; board

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participation at the PT3 meeting; research that has shown that inclusive models inure to the benefit of all kids; and the future model for the special education program.

The Board and administration discussed the next PT3 update, which should occur at the April or May meeting, per Dr. Olson’s response. Board member Pearl will attend the April PT3 meeting.

**PRELIMINARY ENROLLMENT PROJECTIONS FOR 2020-21 SCHOOL YEAR AND DISCUSSION OF 2020-21 STAFFING**

Human Resources Assistant Superintendent Joel Martin provided an update about enrollment projections. He noted this was the time of year to look at enrollment projections to help determine staffing needs for next year. He stated the District is predicting an increase of 86 students for the upcoming school year. Carpenter School was expected to see a decrease of one section while Lincoln and Washington Schools would see an increase of one section each. These were the known factors based on current enrollment, not predictions. With regards to projected enrollment, the District partially relies on an independent report prepared by Dr. McKibben last year and Dr. Martin noted the predictions were fairly accurate last year. With those projections in mind, the administration expects an increase of 4.5 sections, spread out between Field, Franklin, and Washington Schools. In addition to those projected increases, the District is also watching 3 potential “bubble” sections at Field (1) and Roosevelt (2). This would bring the potential total section increase to 7.5, but keeping in mind potential drops, the number fluctuates between 6 and 7.5. Dr. Martin explained the administration will ask the Board to authorize hiring 8.5 core teachers, and 4.5 specials’ teachers, which would be the maximum needed if all predictions come through. He stressed that the administration will only hire the staff needed once all students are fully enrolled and the final numbers known. Dr. Martin clarified that while there will only be a maximum increase of 7.5 sections, one additional teacher would be needed to cover a current teacher who is resigning and moving out of State. He also stated that the administration is not asking for any additional staff not strictly related to enrollment numbers. He confirmed that there are no space issues at this time at any of the schools. Board member Sanchez noted some concern in the increase in students, which contradicted the McKibben report prediction of a decrease in enrollment in the coming years. CSBO Kolstad noted an increase in enrollment last year after the start of school, but could not say with certainty where the increase and swings in numbers came from. She previously requested McKibben to update the projections. Dr. Olson said that the enrollment numbers, space issues, and planning for full-day kindergarten, are all factors being taken into consideration for the next Master Plan, when all these issues will be addressed. Dr. Martin answered a Board member question to confirm the teacher shortage issue is a concern, especially for specials.

**APPROVAL OF RECOMMENDED PERSONNEL REPORT**

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

**ACTION ITEM 20-02-2**

It was moved by Board member Pearl and seconded by Board member Sotos 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.

- Adam Tsikretsis - Employ as as Teaching Assistant at Carpenter School effective February 18, 2020
- Caitlin Collins - Resign as Special Education Teacher at Field School effective June 10, 2020
- Pamela Sammons - Request a second year of leave of absence for personal reasons.

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The votes were cast as follows:

AYES: Sotos, Little, Ryles, Pearl, Biagi, Sanchez, Sales

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

### **UPDATE OF LONG-RANGE FINANCIAL PROJECTIONS**

CSBO Kolstad noted that once the CPI-U for the next tax levy is released in mid-January, the administration brings to the Board updated long-term financial projections, including potential additional staff the District will need for the following school year. She stated the 2019 CPI-U is 2.3%, increasing slightly from 1.9% the previous year. The 2019 CPI-U directly impacts funding during the 2020-21 and 2021-22 fiscal years. All labor contracts are set to be renegotiated and have a CPI-U component built into them; the administration factored in a 3% increase, which is the average increase labor contracts saw each year over the last four years. Mrs. Kolstad stated the administration also included the potential additional teachers into the projections. The administration has budgeted future tax levies using a CPI-U of 2.0 percent and new construction has been estimated at \$8.9M for future years. She mentioned that while projections are favorable, the District must remain vigilant in controlling costs so the Board can push off a rate increase referendum further into the future. These projections will be updated when the Board is presented with the tentative budget in June. Responding to a Board question, Mrs. Kolstad stated that a labor contract increase higher than 3% would not be fiscally responsible.

### **DISCUSSION OF UPCOMING THIRD AMENDMENT TO REGULAR AND SPECIAL EDUCATION TRANSPORTATION SERVICES CONTRACT**

Dr. Olson noted that upcoming contracts renewals are not up for approval tonight, but presented to the Board for review and questions. It also gives an opportunity to the public to view the information. Mrs. Kolstad noted that transportation services have been running smoothly, without any special concerns. The district had issues with Lakeview one year, which were resolved. The district is not having as many problems at middle school with students on bus. The administration has a positive assessment of Lakeview Bus Lines and have found them accommodating to particular needs requests as well. Lakeview pays its drivers very well and does not see a large turnover of employees. No other company has approached the District to ask for an opportunity to bid. The Board will need to vote on these contracts at the March meeting to avoid additional costs from trying to find other suppliers in a time crunch.

### **DISCUSSION OF UPCOMING NATURAL GAS SUPPLIER CONTRACT RENEWAL**

Starting in May, the District would go on a month-to-month gas rate if the current contract is not renewed. Long-term contracts are more favorable as they provide better rates. Mrs. Kolstad noted that gas prices are at an all time low due to a mild winter, and the District is awaiting a proposal to see what rates would be

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based on different lengths of contract. The Board will then decide the length of the contract in order to get the best rate.

**DISCUSSION OF UPCOMING QUEST FOOD MANAGEMENT SERVICES CONTRACT RENEWAL**

Mrs. Kolstad informed the Board about the Quest contract renewal. The initial contract for food services required kitchen upgrades, purchase of a truck for delivery of food to the schools, and other investments from the District such as compostable trays at the elementary schools. President Biagi noted complaints from parents about the cost of the food. Mrs. Kolstad stated that the District sets the price of the lunches, not Quest, which is a vendor. She noted the first contract was for three years and recommended a contract renewal with Quest, which would now be year-to-year. She will provide the Board with profit and loss information at the next Board meeting. The Board discussed minor requests for changes in the menu, disclosure of allergens, and ketchup dispensers instead of individual packets. The Board stressed the importance for the public to have an opportunity to review the Quest contract before the Board made a decision.

President Biagi invited comments from the public, which were received as follows:

- Sue Sirvinskas, teacher assistant and Go Green member, and Tracey Edsey, addressed the Board on the issue of composting at the various schools: not all schools are composting or composting correctly. She wants composting to be a part of the contract. She also noted the need to eliminate the use of straws, plastic wrappings, syrup and ketchup packets in favor of dispensers, as well as water bottles.

**CONSENT AGENDA**

Dr. Olson noted that policy 2:230 was being removed from the consent agenda for further revisions and will be brought back at the next Board meeting.

- Bills, Payroll and Benefits

Bills

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund	\$ 1,209,856.76
20 - Operations and Maintenance Fund	\$ 192,351.41
30 - Debt Services	\$ 11,627.55
40 - Transportation Fund	\$ 589,615.68
50 - Retirement (IMRF/SS/MEDICARE)	\$ -
60 - Capital Projects	\$ 116,679.92
61 - Capital Projects-2017 Debt Certificates	\$ -
80 - Tort Immunity Fund	\$ 99.00
90 - Fire Prevention and Safety Fund	\$ -
<u>Total:</u>	<u>\$ 2,120,230.32</u>

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Payroll & Benefits

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund	\$31,953,480.40
20 - Operations and Maintenance Fund	\$ 3,892,542.85
30 - Debt Services Fund	\$ 2,278,471.48
40 - Transportation Fund	\$ 1,797,501.85
50 - IMRF/FICA Fund	\$ 496,248.95
51 - SS/Medicare	\$ 640,030.45
60 - Capital Projects Fund	\$ 6,782,388.86
80 - Tort Immunity Fund	\$ 496,482.68
	<u>Total: \$48,337,147.52</u>

The Accounts Payable detailed list can be viewed on the District 64 website’s business services page at [www.d64.org](http://www.d64.org).

- Approval of Financial Update for the Period Ending January 31, 2020
- Second Reading and Approval of Policies from PRESS Issue 102 and Policy 7:30
- Destruction of Audio Closed Recordings: January 9, 2014; January 10, 2014; January 15, 2014; January 24, 2014; January 28, 2014; February 10, 2014; February 24, 2014; March 18, 2014; March 24, 2014; April 14, 2014; April 28, 2014; May 19, 2014; June 9, 2014; and June 23, 2014.

ACTION ITEM 20-02-3

It was moved by Board member Sotos and seconded by Board member Sanchez that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for February 18, 2020 which includes: Bills, Payroll and Benefits; Approval of Financial Update for Period Ending January 31, 2020; Second Reading and Approval of Policies from PRESS Issue 102 and Policy 7:30; and Destruction of Audio Closed Recordings.

The votes were cast as follows:

AYES: Pearl, Sotos, Biagi, Sales, Little, Sanchez, Ryles

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**APPROVAL OF MINUTES**

Prior to making a motion, the Board noted a change to reflect that Board member Sanchez’ vote should be reflected as “present” and not “absent” for the January 27, 2020 meeting.

ACTION ITEM 20-02-4

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It was moved by Board member Sanchez and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Session on January 27, 2020; the Regular Meeting on January 27, 2020 **as amended**; and the Special Meeting on February 4, 2020.

The votes were cast as follows:

AYES: Biagi, Pearl, Sotos, Sales, Little, Sanchez

NAYS: None

PRESENT: Ryles

ABSENT: None

The motion carried.

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

Dr. Olson noted the upcoming agenda for the next Board meeting on March 16, 2020. CSBO Kolstad gave a brief summary of the unpaid student fees for this year, which are higher. Part of the reason is the timing of when Transworld starts to collect. In addition, more people have chosen to do payment plans, and the district is taking into account those who have requested fee waivers. She confirmed that the District is actively working on collecting unpaid fees.

### **NEW BUSINESS**

CSBO Kolstad gave an update on a Metropolitan Water Reclamation District (MWRD) grant, which the District did not qualify for because there is no active ongoing flooding at Lincoln Middle School. The District had hoped to receive the money to address the parking lot remodel. President Biagi asked the District to look further into the matter, noting the City had received a grant to address similar issues with the Park Ridge Public Library parking lot. Attorney Loizzi stated that Mrs. Kolstad should reach out to Jim Levy about grant issues.

Board member Little stated she had received questions regarding full day Kindergarten. Dr. Olson explained the District will disseminate a survey in March about the next strategic plan, which will include this issue, but he will also address the matter in committee in the fall. The District hopes to have a program in place for the next school year. President Biagi stated that the Board needs to have a conversation about a referendum question.

### **ADJOURNMENT**

At 9:39 p.m. it was moved by Board member Sotos and seconded by Board member Little to adjourn, which was approved by unanimous voice vote.

Signed Date: March 30, 2020.

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President

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Secretary

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

**Regular Board Meeting Agenda  
Monday, April 20, 2020  
Roosevelt School - North Gym  
1001 S Fairview Avenue  
Park Ridge, IL 60068**

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

**7:00 p.m. Meeting of the Board Convenes**

- Roll Call

**Pledge of Allegiance**

**Opening Remarks from President of the Board**

**Public Comments**

**A-1 Approval of Meeting Agenda**

--Board President

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

**A-2 Discussion of Administrators and Exempt Salary Increases**

--Superintendent/Chief School Business Official

**A-3 Approval of Recommended Personnel Report**

--Board President

**Action Item 20-04-1**

**A-4 Consent Agenda**

--Board President

**Action Item 20-04-2**

- Bills, Payroll and Benefits
- Approval of Financial Update for the Period Ending March 31, 2020
- (Approval of Intergovernmental Agreement for Shared Vision/O&M Services)
- Approval of Board of Education Regular Meeting Dates for 2020-21
- Second Reading and Approval of Policy 2:230
- Destruction of Audio Closed Recordings

**A-5**

**Approval of Minutes**

--Board President

**Action Item 20-04-3**

- March 30, 2020 - Regular Meeting

**A-6**

**Other Discussion and Items of Information**

--Superintendent

- Upcoming Agenda
- FOIA requests
- Memorandum of Information
  - ISBE School District Financial Update
- Minutes of Board Committees (None)

**A-7**

**New Business**

**Adjournment**

Next Meeting:

**Monday, May 18, 2020**  
Regular Meeting - 7:00 p.m.  
**Emerson School - Multipurpose Room**  
8101 Cumberland Avenue  
Niles, IL 60714

**REGULAR BOARD OF EDUCATION MEETINGS - 2020-21**  
**(DRAFT)**

JULY	9 (Jefferson)
AUGUST	20 (Jefferson)
SEPTEMBER	10 (Carpenter)
OCTOBER	8 (Franklin)
NOVEMBER	12 (Roosevelt)
DECEMBER	10 (Lincoln)
JANUARY	14 (Jefferson)
FEBRUARY	11 (Field)
MARCH	11 (Jefferson)
APRIL	8 (Washington)
MAY	13 (Emerson)
JUNE	24 (Jefferson)

Regular Board of Education Meetings begin at 7:00 p.m. unless noted.

EO/mn