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

Special Board Meeting Agenda
Monday, November 28, 2016
Jefferson School – Multipurpose Room
8200 N. Greendale Avenue
Niles, IL 60714

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

TIME

APPENDIX

- | | | |
|-----------|--|--|
| 6:00 p.m. | <p>Meeting of the Board Convenes</p> <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board | |
| 6:00 p.m. | <p>• Board Recesses from Special Board Meeting and Adjourns to Closed Session
-- Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2 (c) (2)]</p> | |
| 6:30 p.m. | <p>• Board Adjourns from Closed Session and Resumes Special Board Meeting</p> <p>• Public Comments</p> <p>• Review of District 64 Communications Then and Now A-1
-- Superintendent/Public Information Coordinator</p> <p>• Continuing Discussion on Summer 2017 Projects A-2
-- Chief School Business Official/Director of Facility Management</p> <p>• Discussion on Summer 2017 Construction Funding Options A-3
-- William Blair Representative Elizabeth Hennessy</p> <p>• Authorization to Bid Summer 2017 Projects A-4
-- Chief School Business Official/
Director of Facility Management Action Item 16-11-7</p> <p>• Consent Agenda Action Item 16-11-8 A-5
-- Board President
• Personnel Report</p> | |

• **Adjournment**

Next Regular

Meeting:

Monday, December 12, 2016

Closed Session - TBD

Public Hearing Prior to Adoption of the 2016 Tax Levy – 6:45 p.m.

Regular Board Meeting – 7:00 p.m.

Jefferson School – Multipurpose Room

8200 N. Greendale Avenue

Niles, IL 60714

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

Upcoming Meetings and Topics
As of November 18, 2016

December 12, 2016 – Jefferson School – Multipurpose Room

Closed Session - TBD

Public Hearing Prior to Adoption of the 2016 Tax Levy – 6:45 p.m.

Regular Board Meeting – 7:00 p.m.

- Adoption of Final 2016 Levy Resolution # and Resolution # for the Reduction of Certain Fund Levies
- Report and Acceptance of Annual Audit FY16
- Discussion of Core Plus Committee and Implementation Timeline
- Authorization to Seek Food Service Bids
- Architect of Record 2017-18 and Beyond
- Present Tentative Calendar for 2017-18 School Year
- First Reading of Policies from PRESS Issue 92 and 93
- Discussion of Superintendent 2015-17 Goals
- Facilities Planning Update
- Approval of Financial Update for the Period Ending November 30, 2016 (consent)
- Approval of Policies 2:125, 4:55, 5:60 (consent)
- 2016 District 64 Employee Campaign for Park Ridge Community Fund (memo of information)

January 23, 2017 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

• Pledge of Allegiance and Welcome
• Adoption of Resolution # Directs the Chief School Business Official Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2017-18 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105ILCS 5/17-1

- Discussion on Student Fees
- Enrollment Projections for 2017-18 School Year and Discussion on Staffing 2017-18
- Financial Projections
- Authorization to Seek Transportation Bids
- Facilities Planning Update
- Superintendent Mid-Year Update
- Present Tentative Calendar for 2018-19
- Adopt 2017-18 Tentative Calendar
- Approval of Policies from PRESS Issue 92 and 93
- Hold or Release of Closed Minutes
- Approval of Financial Update for the Period Ending December 31, 2016

February 21, 2017 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

- Pledge of Allegiance and Welcome
- Approval of Student Fees
- Board Authorizes 2017 – 18 Staffing Plan
- Approval of Financial Update for the Period Ending January 31, 2017
- Facilities Planning Update
- Adopt 2018-19 Tentative Calendar

Future Meeting Topics

- Discussion of Superintendent 2016-17 Goals

- Carpenter Update and Discussion on HVAC System
- Ratification of PRTAA/Board Agreement
- Referendum: Research to Readiness
- Continuing Discussion on Health Life Safety/Master Facility Plan
- Approval of Summer 2017 Bids Projects - Spring
- Approval of Financial Update for the Period Ending February 28, 2017 – March 2017
- Approval of E-rate Projects – March 2017
- Facilities Planning Update – March 2017
- Report on 5 Essentials Survey - April 2017
- Approval of Financial Update for the Period Ending March 31, 2017 – April 2017
- Facilities Planning Update – April 2017
- Follow-up on Collection of Student Fees – April 24, 2017 (memo of information)
- Update on Educational Ends -April or May 2017
- Approval of Financial Update for the Period Ending April 30, 2017 – May 2017
- Facilities Planning Update – May 2017
- Approval of Financial Update for the Period Ending May 31, 2017 – June 2017
- Follow-up on Collection of Student Fees – June 26, 2017 (memo of information)
- Facilities Planning Update – June 2017
- Approval of Health Life Safety Recommendations for a Five-year Plan
- Approval of Ten-Year Health Life Safety Survey
- Update on English Language Arts Curriculum Review
- Update from Maine Township School Treasurer

The above are subject to change.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Bernadette Tramm, Public Information Coordinator
Date: November 28, 2016
Re: Review of District 64 Communications Then and Now

Communications in District 64 is woven into the fabric of our daily mission to inspire every child to discover, learn, achieve, and care. Every employee shares responsibility for communicating through our daily work and our outreach in linking what we do in educating 4,400 students to our Park Ridge-Niles community and the larger community. Communications is a continuous process. It is not a goal that can be ticked off with a checkmark as being “complete” or “done.” Rather, it is ongoing, ever-changing and fluid.

We appreciate the opportunity for an extended dialogue with the Board about communications. We will be taking time to review changes and accomplishments over the last several years; point out areas of current focus guided by the *2020 Vision Strategic Plan*; and identify both opportunities and challenges on the horizon.

Acknowledging that communications is a shared responsibility, we will provide an overview by our key communicator groups: teachers; principals/schools; departments/areas; Superintendent/District; and the Board of Education. We will provide a sampling of the types of communication tools already in place and highlight our plans for moving forward. We hope this review will spark a fruitful discussion and also offer the Board a useful perspective on its role in communications, too.

To: Board of Education
Dr. Laurie Heinz, Superintendent

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

Date: November 28, 2016

Subject: Continuing Discussion on Summer 2017 Projects

Administration continues to work with Studio GC to refine cost estimates and identify the highest priority projects for summer 2017 and beyond. Following the Board discussion most recently at the November 14, 2016 regular meeting, an updated projection of the next five years of estimated costs for Health Life Safety and Critical Infrastructure projects will be presented. Information on funding options also will be presented by Elizabeth Hennessy of William Blair to assist the Board in reaching decisions on projects to move forward with for summer 2017.

As presented at the November 14 meeting, administration is recommending that the following projects be completed in summer 2017. The list includes one addition as noted:

Roofs:

- Roosevelt Elementary School
- Lincoln Middle School
- Franklin Elementary School

Windows:

- Field Elementary School

Capital Projects:

- *(additional recommended project)* Jefferson School parking lot
- Lincoln Middle School Learning Resource Center (LRC)

Secured Vestibule:

- Lincoln Middle School

Administration continues to strongly believe that the District should be working to secure all of our schools over the coming years. We believe it is of critical importance to control access to our buildings, and know and have the authority to authorize entry into our buildings. We believe the secured vestibule is an essential component in the layered security approach recommended by the RETA Security audit, our local First Responders, our partners at the Northeastern Illinois Public Safety Training Academy (NIPSTA), and is consistent with the security infrastructure already in place at school districts across the north suburban area. Controlled access is the bedrock of the District's comprehensive Safety and Security Plan, and administration remains committed to working toward providing this critical safety component at all schools.

An action item to approve summer 2017 projects is included later on the agenda following the financing presentation and Board discussion.

To: Board of Education
Dr. Laurie Heinz, Superintendent
From: Luann Kolstad, Chief School Business Official
Date: November 28, 2016
Subject: Discussion on Summer 2017 Construction Funding Options

Elizabeth Hennessy from William Blair will be at the Board meeting to present District 64's current status in terms of outstanding bonds; bonds that have been recently retired; the anticipated tax rate for 2016; and future funding options. In December 2016, the District will make the last principal payments on the Series 2001 and Series 2008 bonds totaling \$2,705,000. The completion of these bond series will cause the bond tax rate to decrease for the 2016 tax levy and future levies.

As discussed at previous meetings, following the completion of the summer 2016 construction projects, approximately \$3.6 million (of the \$10 million authorized by the Board last year for the Capital Projects fund) is anticipated to remain once the Lincoln and Roosevelt window projects are wrapped up. Administration is recommending approximately \$6.0 million in Health Life Safety and critical infrastructure work for summer 2017; those projects were presented at the November 14, 2016 meeting. If the Board approves this level of work, some type of borrowing of funds would be appropriate to consider.

Ms. Hennessy will present different options that are currently available to the Board, including issuing additional Working Cash Bonds (the same type of bonds issued for Field School work); issuing debt certificates that are paid back out of funds pledged in the Operations and Maintenance fund; and combination options. The debt certificate option becomes possible due to the potential savings from anticipated retirements of certified staff over the next four years. The administration will know the potential savings at the January 23, 2017 Board meeting; all staff members intending to retire will have put in their letter of intent to retire prior to the end of the 2016 calendar year.

Administration anticipates sending the Board a draft of Ms. Hennessy's presentation prior to the Board meeting.

Authorization to Bid Summer 2017 Projects

ACTION ITEM 16-11-7

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, authorize District 64 administration to bid for Summer 2017 projects consisting of:

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/28/16

Consent Agenda

ACTION ITEM 16-11-8

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of November 28, 2016 which includes the Personnel Report.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/28/16

Personnel Report
November 28, 2016

Chrystal Abplanalp	Employ as Special Education Assistant at Lincoln School effective November 17, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of bargaining with PRTAA”.</i>
Anka Rasic	Employ as LRC Assistant at Lincoln School effective November 17, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of bargaining with PRTAA”.</i>
Jeffrey Sorensen	Employ as Assistant at Washington School effective November 14, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of bargaining with PRTAA”.</i>
Genevieve Bigler - Chesney	Leave of Absence Request, Maternity/FMLA – Social Worker at Lincoln School effective March 21, 2017 – June 2, 2017 (tentative).
Karima Benfekran	Resign as Lunch Program Supervisor at Franklin School effective November 7, 2016.
Janet Groll	Resign as Part-time (.40) Occupational Therapist at Jefferson School effective June 2, 2017.
Deborah Scheitel	Retire as Health Assistant at Washington School effective November 11, 2016.