



# Board of Education Regular Meeting April 8, 2021

## VIRTUAL MEETING INFORMATION

Due to the Covid-19 pandemic, District 64 is continuing to 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 during the public comments section of the meeting with the name of the submitter. Please write your comments in accordance with [Board Policy 2:230](#), including ensuring a 3-minute time limit when read.

**Public comments will be read at the beginning of the meeting for non-agenda items, and during discussion of agenda items. Please email your comments to:**

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

### Attendee Options to Connect:

- Please click this [link](#) to join the webinar through a computer or mobile device.  
**Password: 414460**
- Or iPhone one-tap : +13126266799,,96388126455#,,,,\*414460#
- Telephone: **US: +1 312 626 6799 (Chicago)**  
and dial when prompted –  
**Webinar ID: 963 8812 6455**  
**Passcode: 414460**

One District 64 administrator will participate in the virtual meeting from a public location and a limited number of the public will be able to attend. For the regular Board meeting on Thursday, April 8, Washington School (MPR), 1500 Stewart Ave, Park Ridge, will be the designated meeting location. The main entrance doors to the building will open 15 minutes prior to the start of the regular meeting. Please note that face masks are mandatory and social distancing is in effect. Anyone present at this location will be allowed to participate during the public comments portion of the meeting.

Please note that District 64 is following all meeting guidelines identified by the state.

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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 Administrative Assistant to the Superintendent 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.



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

Regular Board Meeting Agenda  
Thursday, April 8, 2021

## VIRTUAL MEETING

*Alternate Remote Attendance Location: Washington School - MPR  
1500 Stewart 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 sessions, breaks, and other needs.*

### **6:30 p.m. Meeting of the Board Convenes**

- Roll Call

#### **Board Recesses & Adjourns to Closed Meeting**

--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 [5 ILCS 120/2(c)(1)]; and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]

### **7:00 p.m. Board Adjourns from Closed Meeting & Resumes Regular Meeting**

#### **Pledge of Allegiance**

#### **Opening Remarks from President of the Board**

#### **Public Comments**

Each speaker is given 3 minutes to address the Board. Comments may be made on almost any matter related to the operation of schools. Each person appearing before the Board will be treated with courtesy and respect, and the Board requests the same in return. In light of the privacy of personnel and student matters, commenters are strongly discouraged from speaking about individual staff or students during public comment. Commenters are instead encouraged to first raise such concerns privately with the Board President or Administration. The Board, however, recognizes each commenter's First Amendment rights; thus, it will not prohibit commenters from speaking about individual staff or students, subject to well-recognized exceptions under the First Amendment, such as obscenity, threats, fighting words, or incitements to violence.

- 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 Student/Staff Recognition**
- UCP/Infintec 2021 Outstanding Student Technology Award
- A-3 COVID-19 Update**  
 --Superintendent
- A-4 Approval of Franklin Elementary School Principal**  
 --Superintendent **Action Item 21-04-8**
- A-5 Approval of Amendments to Transportation Services Contracts**  
 --Chief School Business Official
- Fifth Amendment to Regular Transportation Services Contract **Action Item 21-04-9**
  - Third Amendment to Special Education Transportation Services Contract **Action Item 21-04-10**
- A-6 Ratification of Purchase of Carpenter Flooring**  
 --Chief School Business Official/Director of Facility Management **Action Item 21-04-11**
- A-7 Approval of Recommended Personnel Report**  
 --Board President **Action Item 21-04-12**
- A-8 Consent Agenda**  
 --Board President **Action Item 21-04-13**
- Bills, Payroll, and Benefits
  - Approval of Financial Update for the Period Ending February 28, 2021
  - Approval of 2021-22 Student-Parent Handbook
  - Approval of Intergovernmental Agreement for Shared Vision/O&M Services
  - Destruction of Audio Closed Recordings (None)
- A-9 Approval of Minutes**  
 --Board President **Action Item 21-04-14**
- March 11, 2021 - Closed Meeting
  - March 11, 2021 - Regular Meeting
- A-10 Other Discussion & Items of Information**  
 --Superintendent
- Upcoming Agenda
  - FOIA Requests
  - Memorandum of Information (None)
  - Minutes of Board Committees (None)

**A-11          New Business**

**Adjournment**

Next Meetings:          **Thursday, April 29, 2021**  
Special Meeting - 6:30 p.m.  
Organizational Meeting - 7:00 p.m.  
**Jefferson School - Multipurpose Room**

**Thursday, May 13, 2021**  
Regular Meeting - 7:00 p.m.  
**Emerson School - Multipurpose Room**  
8101 N Cumberland Ave, 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.

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. Eric Olson, Superintendent  
Date: April 8, 2021  
Re: Student/Staff Recognition: UCP/Infinitec 2021 Outstanding Student Technology Award

### **Infinitec Technology Achievement Award**

Michael Lupo, a third-grader at Roosevelt Elementary School, has been selected to receive a 2021 Outstanding Student Technology Award from the Infinitec Assistive Technology Coalition. Michael will be presented the honor at a virtual awards ceremony on Thursday, April 22.

Michael has been using his Ipad-based system for a year and a half. While Michael has a disability that makes verbal communication challenging, he has really taken to this new technology as it allows him to use pictures to communicate and build sentences. The result has brought Michael's personality to the forefront and has shown his teachers the type of student and person that he is.

Michael enjoys watching baseball, playing catch in the yard and recently received an adaptive tricycle from Windy City Trikes, which he is really enjoying. His teachers describe him as a very social, determined and resilient student and have discovered that he loves the TV game show, "The Price is Right" as well as "Shark Tank."

Michael's educational team includes assistive technologist Sarah Beuhler, special education teacher Meg Otten, third grade classroom teacher Cheryl Williams, school registered nurse Julie Rudd, physical therapist Lynn Condon, occupational therapist Kari Pawlowski, speech pathologist Amalya Wagner, teaching assistant Barb White, social worker Linda Mirza, and special education coordinator Alyssa Zommick.

District 64 is a member of Infinitec, an assistive technology coalition that works to advance independence and promote inclusive opportunities for children and adults with disabilities through technology. Infinitec operates as a division of United Cerebral Palsy of Chicago.

**COVID-19 Update**

District Superintendent Dr. Eric Olson will update the Board on current metrics and the full-time return to school in-person.

**Approval of Franklin Elementary School Principal**

ACTION ITEM 21-04-8

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the appointment of Kristin Williams as Franklin Elementary School Principal effective July 1, 2021, based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding the individual selected for appointment.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education  
Dr. Eric Olson Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: April 8, 2021  
Re: Approval of the Fifth Amendment to Regular Transportation Services Contract  
Approval of the Third Amendment to Special Education Transportation Services Contract

At the March 11, 2021 regular Board of Education meeting, administration reviewed with the Board both our regular and special education transportation agreements with Lakeview Bus Lines, Inc. (Attachment 1). Tonight the administration is asking the Board to approve both amendments (Attachments 2&3) for the 2021-22 school year.

ACTION ITEM 21-04-9

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Fifth Amendment to the Regular Education Transportation Services Contract to Lakeview Bus Lines, Inc. at a 7.40% increase in the current rates for regular transportation.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

ACTION ITEM 21-04-10

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Third Amendment to the Special Education Transportation Services Contract to Lakeview Bus Lines, Inc. at a 7.40% increase in the current rates for special transportation.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

To: Board of Education  
Dr. Eric Olson Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 11, 2021  
Re: Discussion of Upcoming Amendments to Regular and Special Education  
Transportation Contracts

Tonight the Board of Education is being asked to review amendments to both the special education and regular education transportation contracts to extend the services thereunder through the 2021-22 school year.

### **Regular Transportation**

The amendment presented to the Board tonight will extend regular education transportation services through the 2021-22 school year. During a very difficult year, Lakeview has been able to meet all of the District's changing needs in terms of transportation. The administration is very happy with the quality of services and no other transportation company has asked the Board to go out to bid. The law allows the District to continue to extend the contract on a year-to-year basis as long as no other company asks the Board to rebid transportation services.

Given the difficulties bus companies are experiencing in hiring drivers and the significant cost increases school districts are seeing when transportation services are rebid, the administration recommends that the Board approve the amendment to the contract issued in 2014 to Lakeview Bus Lines, Inc for regular education transportation. This will extend our agreement through the 2021-22 school year. The increase will be 7.40 percent over the 2020-21 rates. To refresh the Board's memory, in the amendment approved for 2020-21, Lakeview did not receive an increase in our regular transportation rates.

### **Special Education Transportation**

For the 2020-21 school year, the Board approved a 1.40 percent increase over the 2019-20 rates. Lakeview continues to exceed the District's expectations with their hands-on approach to special education transportation. The administration recommends that the Board approve a one-year amendment to the current special education transportation contract with Lakeview. The increase will be 7.40 percent over the 2020-21 rates.

Given that the increase is higher than previously received, administration is providing to the Board information on transportation costs for neighboring districts.

<b>District</b>	<b>2020-21 Round Trip Single Route</b>	<b>2021-22 Round Trip Single Route</b>			
District 64	\$137.70	\$147.88			
District 62	\$160.00	\$164.80			
District 63	\$295.94	\$310.73			
District 21	\$197.17				
District 26	\$142.34				
District 59	\$338.49				

Our special education rates for 2020-21 for a single round trip are \$137.50. They would increase to \$147.68 per single route. Our out-of-district transportation costs are handled on a case-by-case basis and the costs are based on the mileage to/from locations, need for aides, etc.

If the Board approves of the increase, the administration will bring a recommendation and action item at either the April 1 or April 8 Board of Education meeting.

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

**THIS AMENDMENT** entered into as of the 8<sup>th</sup> day of APRIL 2021 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, 2019 and with the Board having accepted the option to extend the Agreement for an additional year (July 1, 2019 through June 30, 2020); and with the Board having accepted the option to extend the Agreement for an additional year (July 1, 2020 through June 30, 2021) 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, 2021, and continuing through June 30, 2022.
- 2. Compensation.** The rates for the services provided hereunder shall increase in the amount of 7.40% over the rates for the 2020-21 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: \_\_\_\_\_

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

**THIS AMENDMENT** entered into as of the 8<sup>th</sup> day of APRIL , 2021 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**, on July 1, 2020, the Parties entered into an Amendment to the Agreement, extending the term thereof through June 30, 2021 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, 2021, and continuing through June 30, 2022.
- 2. Compensation.** The rates for the services provided hereunder shall increase in the amount of 7.40% over the rates for the 2020-21 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  
Jason Borst, Director of Facility Management  
Date: April 8, 2021  
Re: Ratification of Purchase of Carpenter Flooring

As authorized at the December 10, 2020 Board of Education meeting, the administration and Studio GC architects prepared construction documents and sought bids for the Carpenter summer 2021 construction project which includes replacement of the flooring in the areas that are being affected by the HVAC work taking place in summer 2021.

At the April 1, 2021 Board of Education meeting, the Board awarded both the summer 2021 construction and the replacement of the flooring in the areas being affected by the HVAC to the lowest responsible bidders.

Administration was notified by Rick Petricek, Studio GC, that the field tile the District is currently using is being discontinued. In addition, due to continued COVID-19 delays there was concern expressed by flooring contractors that if supplies were not ordered early, we may not receive our supplies in a timely manner. Based on this recommendation, the administration did move forward with ordering the flooring supplies for the Carpenter summer 2021 project.

The total cost of flooring is \$43,613. The total amount of flooring supplies is under the \$50K threshold set by Illinois State Statute which would have required the District to go out to bid for the supplies. However, since the amount is over \$25K, the administration is bringing it to the Board to ratify the purchase.

ACTION ITEM 21-04-11

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, ratify the purchase of flooring materials in the amount of \$43,613 for the Carpenter School Summer 2021 Flooring Project from Michael Kautz Carpets & Designs, Inc.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

**Approval of Recommended Personnel Report**

**ACTION ITEM 21-04-12**

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report dated April 8, 2021, 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:

April 8, 2021  
Personnel Report

Kristin Williams	Employ as Franklin Elementary School Principal effective July 1, 2021 - \$105,000.
Kathleen Loftus	<i>Correction:</i> Retire as Library Information Specialist at Carpenter School effective April 2, 2021.

**Consent Agenda**

**ACTION ITEM 21-04-13**

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for April 8, 2021, which includes: Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending February 28, 2021; Approval of the 2021-22 Student-Parent Handbook; Approval of the Intergovernmental Agreement for Shared Vision/O&M Services; and Destruction of Audio Closed Recordings (None).

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

**Community Consolidated School District No. 64**

**Disbursement Detail Listing**

Bank Name: Accounts Payable  
 Bank Account: 885360644

Date Range: 07/01/2020 - 04/08/2021  
 Voucher Range: 1185 - 1190

Sort By: Vendor  
 Dollar Limit: \$0.00

Fiscal Year: 2020-2021

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

Check Number	Date	Voucher	Payee	Account	Description	Amount	
NCB	04/08/2021	1190	Warehouse Direct	20.0000.2542.4850.000.00.000000	Buffer,Pad,Towel-Lincoln Schl.-Acct# M526750	\$787.66	
NCB	04/08/2021	1190	Warehouse Direct	20.0000.2542.4850.000.00.000000	Hand Sanitizer-Roosevelt Schl.-Acct#M526750	\$5,397.00	
						Check Total:	\$13,470.58
134239	04/08/2021	1187	Wenger Corp.	20.0000.2542.4100.203.00.192100	Staging Universal Deck & Rail Cart - will store 8	\$523.00	
134239	04/08/2021	1187	Wenger Corp.	20.0000.2542.4100.203.00.192100	Freight Services	\$112.76	
						Check Total:	\$635.76
134240	04/08/2021	1187	Werdrick, Jason	10.1723.0000.0000.000.00.000000	Replacement check for #132206 band refund	\$440.00	
						Check Total:	\$440.00
NCB	04/08/2021	1188	Wow! Business	10.0000.2633.3420.000.00.000000	March internet	\$864.99	
						Check Total:	\$864.99
						Bank Total:	\$2,014,097.00

<u>Fund</u>	<u>Amount</u>
10	\$982,309.24
20	\$267,916.72
30	\$12,859.05
40	\$308,338.22
60	\$442,673.77
<b>Fund Totals:</b>	<b>\$2,014,097.00</b>

End of Report

Disbursements Grand Total: \$2,014,097.00

**Community Consolidated School District No. 64**

**Fund Balances**

Fiscal Year: 2020-2021

Month: March  
 Year: 2021  
 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	\$32,122,994.16	\$38,760,252.32	(\$41,778,669.05)	(\$2,113,072.09)	\$26,991,505.34
20	Operations & Maintenance Fund	\$3,478,196.17	\$3,795,409.02	(\$4,675,286.49)	(\$783,925.00)	\$1,814,393.70
30	Debt Services Fund	\$3,667,378.08	\$957,511.79	(\$2,366,168.24)	\$896,997.09	\$3,155,718.72
40	Transportation Fund	\$1,924,279.79	\$1,581,969.16	(\$1,178,095.33)	\$0.00	\$2,328,153.62
50	Municipal Retirement Fund	\$834,815.39	\$476,631.01	(\$715,864.51)	\$0.00	\$595,581.89
51	Social Security/Medicare Fund	\$585,806.83	\$683,202.02	(\$803,844.52)	\$0.00	\$465,164.33
60	Capital Projects Fund	\$3,100,311.72	\$1,933.32	(\$4,782,857.36)	\$2,000,000.00	\$319,387.68
61	Cap Projects Fund - 2017 Debt Certs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
70	Working Cash Fund	\$812,220.81	\$322,948.86	\$0.00	\$0.00	\$1,135,169.67
80	Tort Fund	\$617,632.11	\$227,350.64	(\$501,780.50)	\$0.00	\$343,202.25
<b>Grand Total:</b>		<b>\$47,143,635.06</b>	<b>\$46,807,208.14</b>	<b>(\$56,802,566.00)</b>	<b>\$0.00</b>	<b>\$37,148,277.20</b>

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: April 8, 2021

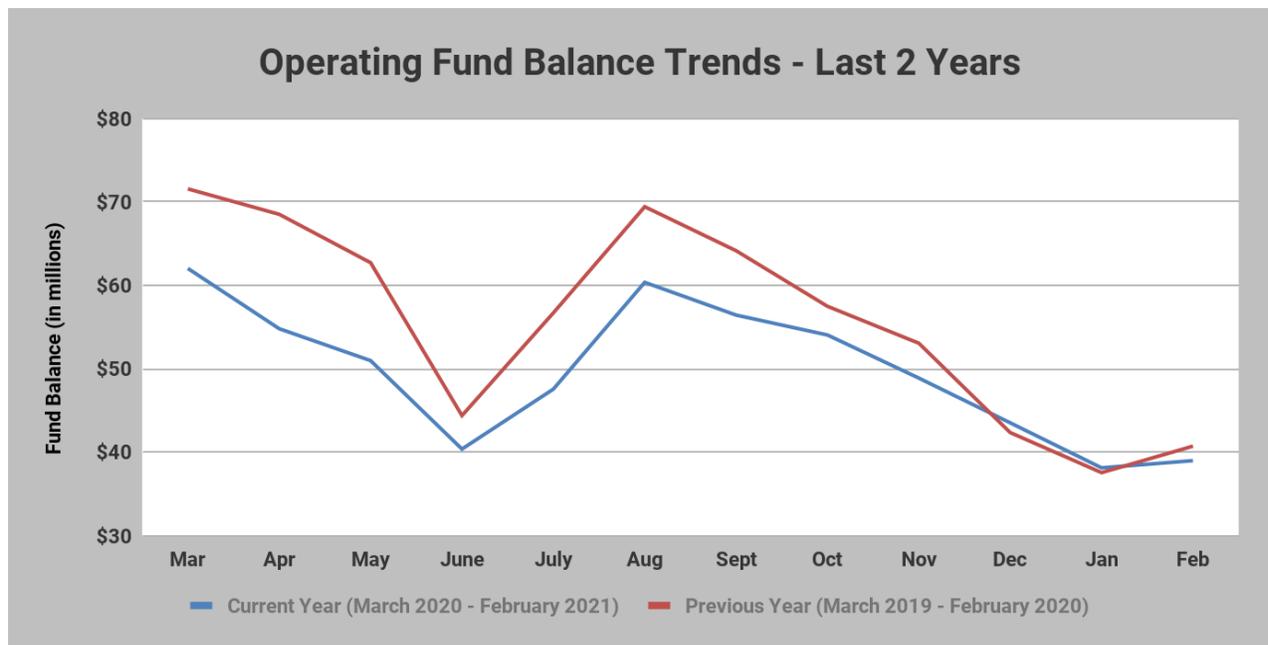
Subject: Financial Update for the Period Ending February 28, 2021

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Attached for your review are the following reports as of February 28, 2021:

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

Fund balance in the Operating Funds increased by \$862,000 in February to \$38.9 million. The graph below shows a comparison of monthly fund balances over the last two years. The spikes in fund balance during July/August and February/March represent the District's property tax collections, which make up approximately 85% of the District's total annual revenues. It's very important for school districts to maintain fund balance reserves that are sufficient to cover operations in between those months, particularly during the fall/winter when revenues are 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.
- In October 2020, fund balance in Capital Projects (fund 60) did drop negative. At the end of each calendar year, the District does a transfer from the Education to Operations and Maintenance to Capital Projects to cover then necessary construction. The district is just finishing making all the necessary Capital Projects payments for the school year and will provide the Board with a resolution to transfer the necessary funds.
- January-Fund balance in December decreased at a faster rate due to two board resolutions adopted at the January 14th Board of Education meeting. Resolution #1262 directed the transfer of \$783,925 for debt certificates and #1263 which directed the transfer of \$113,072 for copier leases.
- February-The board adopted resolution #1264 on February 11th, directing the transfer of \$2,000,000 from the Educational fund to the Operations and Maintenance Fund and then to the Capital Projects Fund. February was also the first month of 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 ( $\frac{2}{3}$ ) of the fiscal year. Fund balance is expected to start rising over the next two months 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 58% of budgeted revenues as of February 28 for all funds. This is slightly behind last year’s pace (60%) The District received \$7.8 Million in property tax revenues this month which is the start of the first installment of Cook County property tax collections for the year.

State and federal revenue was insignificant. The District received the standard two installments of Evidence Based Funding from the State (\$306,000).

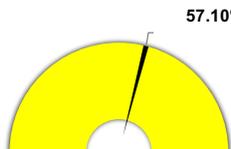
Educational | Operations and Maintenance | Transportation | IMRF | Working Cash | Tort

For the Period Ending February 28, 2021

Projected Year-End Balances as % of Budgeted Revenue

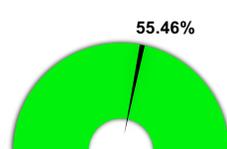


Actual YTD Revenues



Projected YTD Revenues 62.80%

Actual YTD Local Sources



Projected YTD Local Sources 62.76%

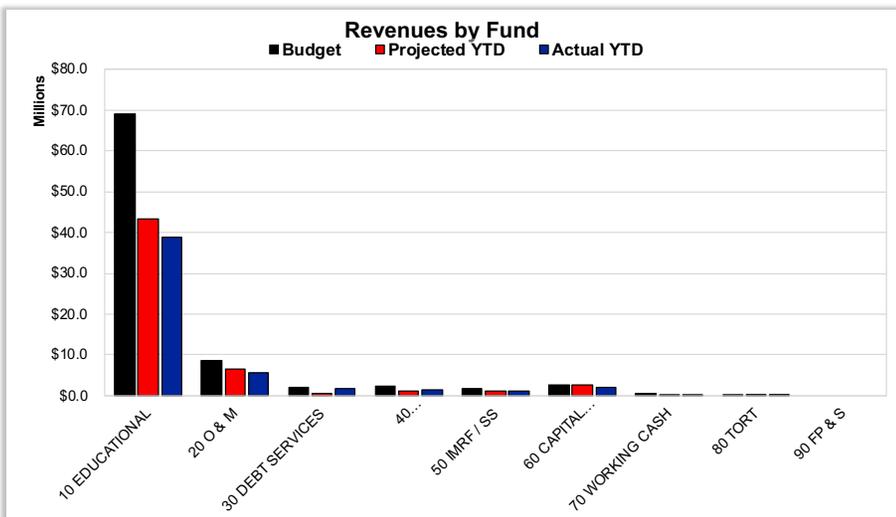
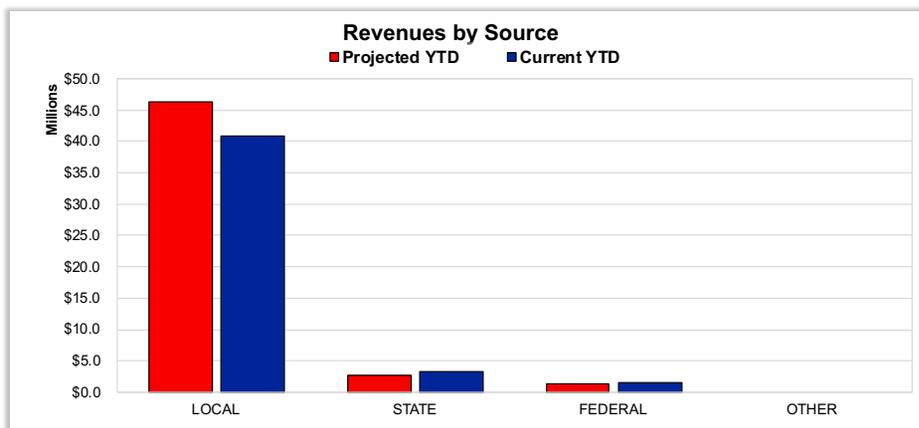
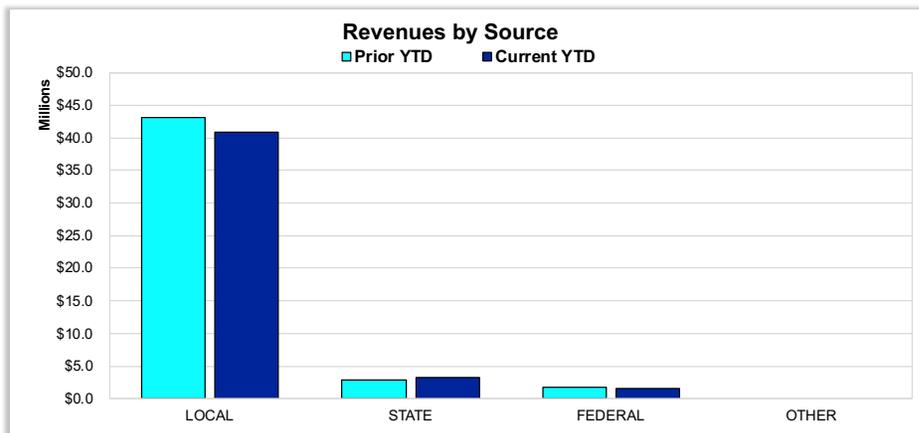
Actual YTD State Sources



Projected YTD State Sources 60.52%

All Funds | Top 10 Sources of Revenue YTD

Ad Valorem Taxes	\$40,271,526
Unrestricted Grants-in-Aid	\$2,142,714
Transfer from Other Funds	\$2,000,000
Federal Special Education	\$1,129,332
State Transportation Reimbursement	\$941,624
Payments in Lieu of Taxes	\$713,929
Transfer to Debt Service Revenue Bond Principal	\$500,000
Earnings on Investments	\$343,816
Restricted Grants-In-Aid Received from the Federal Govt Thru	\$310,872
<b>Percent of Total Revenues Year-to-Date</b>	<b>93.59%</b>



## Expenditure Summary - February

After eight months of activity, the District has expended 59% of its overall budget which is inline with last year's pace.

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.

Table 1: Payroll Expenditures

Month	YTD Percent of Budget Spent	
	2020-21	2019-20
February	57%	57%
December	41%	41%
October	25%	25%
August	6%	7%

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

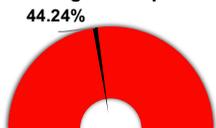
Month	YTD Percent of Budget Spent	
	2020-21	2019-20
February	66%	65%
December	59%	54%
October	33%	41%
August	26%	24%

Accounts payable spending is running ahead of last year's budget pace. Since the worldwide pandemic, the District has been conservative in its spending. More resources are needed to ensure students and staff have all the necessary tools to provide the best quality education during these uncertain times.

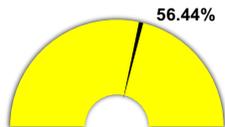
# Educational | Operations and Maintenance | Transportation | IMRF | Working Cash | Tort

For the Period Ending February 28, 2021

**Projected Year-End Balances as % of Budgeted Expenditures**

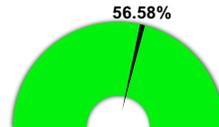


**Actual YTD Expenditures**



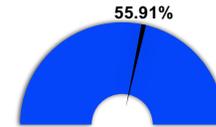
Projected YTD Expenditures  
59.14%

**Actual YTD Salaries / Benefits**



Projected YTD Salaries / Benefits  
56.37%

**Actual YTD Other Objects**

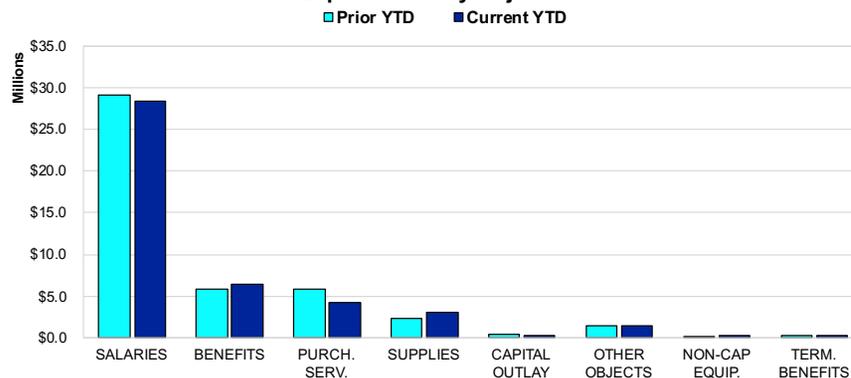


Projected YTD Other Objects  
69.17%

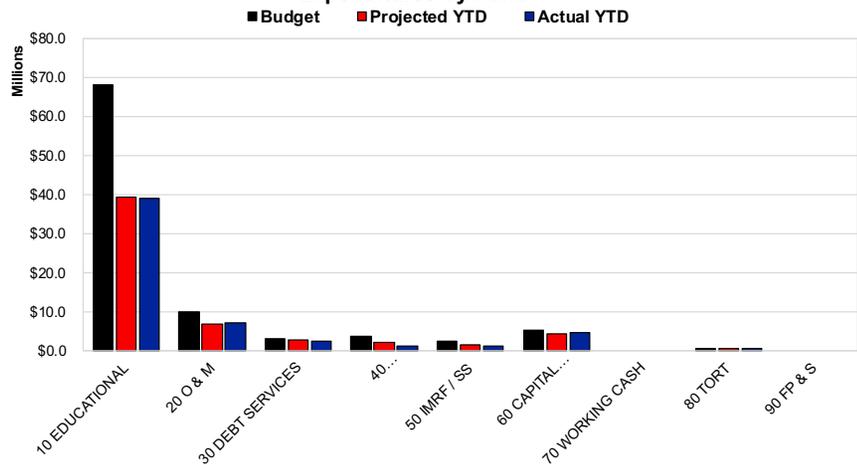
## All Funds | Top 10 Expenditures by Program YTD

Regular Programs	\$17,177,273
Support Services - Business	\$11,914,457
Special Education/Remedial Programs	\$4,599,238
Support Services - Instructional Staff	\$3,917,392
Support Services - Pupils	\$3,146,804
Debt Services - Payments of Principal on Long-term Debt	\$2,167,324
Support Services - School Administration	\$2,148,128
Transfer to Other Funds	\$2,000,000
Payments to Other Govt. Units - Tuition (In-State)	\$1,257,739
<b>Percent of Total Expenditures Year-to-Date</b>	<b>92.20%</b>

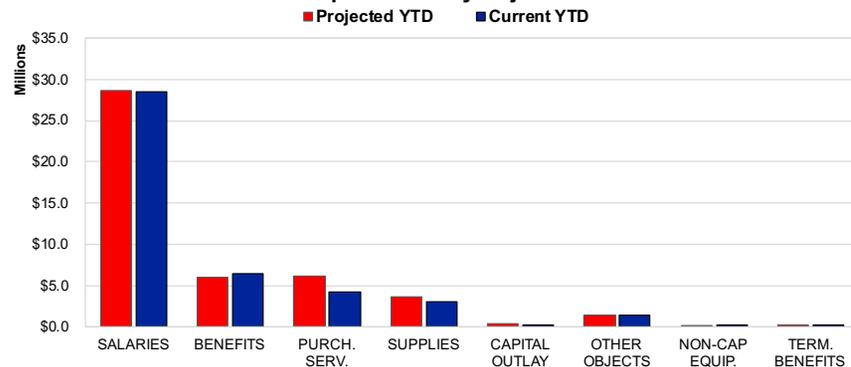
## Expenditures by Object



## Expenditures by Fund



## Expenditures by Object



## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2020-2021

Month: February  
 Year: 2021  
 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	\$32,122,994.16	\$38,722,438.15	(\$37,068,194.25)	(\$2,113,072.09)	\$31,664,165.97
20	Operations & Maintenance Fund	\$3,478,196.17	\$3,795,389.02	(\$4,232,389.30)	(\$783,925.00)	\$2,257,270.89
40	Transportation Fund	\$1,924,279.79	\$1,581,969.16	(\$1,173,817.21)	\$0.00	\$2,332,431.74
50	Municipal Retirement Fund	\$834,815.39	\$476,631.01	(\$629,801.92)	\$0.00	\$681,644.48
51	Social Security/Medicare Fund	\$585,806.83	\$683,202.02	(\$702,273.30)	\$0.00	\$566,735.55
70	Working Cash Fund	\$812,220.81	\$322,948.86	\$0.00	\$0.00	\$1,135,169.67
80	Tort Fund	\$617,632.11	\$227,350.64	(\$501,468.00)	\$0.00	\$343,514.75
Grand Total:		\$40,375,945.26	\$45,809,928.86	(\$44,307,943.98)	(\$2,896,997.09)	\$38,980,933.05

End of Report

## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2020-2021

Month: February

Year: 2021

Fund Type: Non-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>
30	Debt Services Fund	\$3,667,378.08	\$957,511.79	(\$2,353,309.19)	\$896,997.09	\$3,168,577.77
60	Capital Projects Fund	\$3,100,311.72	\$1,933.32	(\$4,782,576.11)	\$2,000,000.00	\$319,668.93
61	Cap Projects Fund - 2017 Debt Certs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$6,767,689.80	\$959,445.11	(\$7,135,885.30)	\$2,896,997.09	\$3,488,246.70

End of Report

TO: Board of Education  
Dr. Eric Olson, Superintendent  
FROM: Peter Gill, Public Information Coordinator  
DATE: April 8, 2021  
RE: District 64 Student-Parent Handbook 2021-22

The District 64 Student-Parent Handbook is the mainstay of essential information distributed to our families annually. Now in its 15th 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 Tuesday, April 20, 2020 for the 2021-22 school year.

Handbook sections related to student behavior are presented for Board approval each spring in compliance with [Board Policy 7:190 Student Behavior](#). The Board approved updates to Policy 7:190 in September 2020. 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 November 2020. Policy 7:180 appears in its entirety within Chapter 2 *Communications & Safety*.

As required by Policy 7:190, the PTO/A Presidents group was notified at its March 18, 2021 meeting of the revisions to Policies 7:180 and 7:190.

The draft handbook will continue to be edited until 2021-22 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 Dzedzic, art teachers, and student artists; various organization heads; and other contributors.

# **INTERGOVERNMENTAL AGREEMENT FOR SHARED VISION/O&M SERVICES**

**THIS AGREEMENT** is made by and between the Boards of Education of Des Plaines Community Consolidated School District 62 (School District 62), Park Ridge-Niles Community Consolidated School District 64 (School District 64), and Maine Township High School District 207 (High School District 207). The parties will be collectively referred to herein as “School Districts” and/or “Boards of Education.”

WHEREAS, the Illinois Constitution and statutes, including without limitation the Intergovernmental Cooperation Act of the State of Illinois, 5 ILCS 220/1 et. seq., encourage and permit cooperation between units of local government;

WHEREAS, the Boards of Education desire to cooperate and combine their resources to serve students who require vision therapy and orientation and mobility (O&M) services; and

WHEREAS, the Boards of Education believe their special education programs and services will be most effectively operated through this shared services Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereafter set forth, it is agreed as follows:

1. Term of Agreement. This Agreement shall be effective during the 2021-2022 school year, excluding extended school year periods. The term of this Agreement may be renewed or extended by written agreement signed by the parties.

2. Employment of Vision/O&M Therapists. School District 62 agrees to employ qualified vision itinerants (“Therapists”) (three FTE total) to meet the vision/O&M needs of students enrolled in School District 62, School District 64 and High School District 207. School District 62 will supervise and evaluate the Therapists as required by law. In addition to the provision of services, the Therapists will also be responsible for conducting evaluations and participating in IEP meetings and other school meetings. Services will be scheduled and provided to students on days/times mutually agreed by each School District. If a Therapist is not available at the scheduled time (e.g., due to illness, etc.), the School Districts will mutually agree on make-up therapy dates, in the normal course.

3. Fees. School District 62 will bill School District 64 and High School District 207 for FTE (including salary and benefits) as determined by student caseloads, as follows:

- a. School District 64: 0.3 FTE
- b. High School District 207: 1.7 FTE

4. Billing Procedures and Payment. School District 62 shall send semi-annual invoices to School District 64 and High School District 207 for services rendered in accordance with the rate set forth in this Agreement. The first invoice will be issued approximating 80% of the anticipated annual cost. School District 62 shall be responsible for seeking reimbursement from any third party payers (such as the Illinois State Board of Education or health insurance carriers) for services rendered by the Therapists. School District 64 and High School District 207 shall pay School District 62 all amounts due within thirty (30) days of receiving the invoices. School District 64 and High School District 207 will directly reimburse the Therapists for mileage incurred related to the provision of services to students in their respective districts on forms provided for this purpose.

5. Qualification of Therapists. Each Therapist who provides services under this Agreement shall meet all State requirements to provide such services in a public school setting, including but not limited to certification or licensure (if applicable), fitness for service/medical examination, criminal background check, and continuing education. Therapists providing orientation/mobility services shall hold a certificate for orientation and mobility from the Orientation and Mobility Division, Association for Education and Rehabilitation of the Blind and Visually Impaired.

6. Duties of Therapists. Each Therapist shall perform duties including, but not limited to, the following:

- a. Provide services in accordance with students’ Individual Education Programs (IEPs) under the direction and supervision of School District 62’s Director of Special Education or his/her designee.
- b. Observe, record, and report on students’ progress, responses to treatment, and any changes in the students’ conditions.

c. Participate with District personnel in staff and IEP meetings when invited regarding planning and implementing particular students' IEPs.

7. Student Records. Each Therapist shall maintain records and reports in accordance with the policies of School District 62, including progress reports and observations for the progress of students, and furnish such other documents as may be required by the Director of Special Education or his/her designee of the School District that the student in question is attending. All such records, including information and notes prepared or provided by the Therapists shall be the property of, and shall be maintained by, each individual School District for their own students. Therapists shall have access to those students' records and information to the extent necessary to appropriately provide services to said students. Therapists will abide by all confidentiality requirements of the Illinois School Student Records Act (ISSRA), the Family Education Rights and Privacy Act (FERPA), and all other applicable laws and regulations.

8. Inventory. Equipment and other inventory used by Therapists that is currently owned by the School Districts will be housed at and maintained by School District 62, unless otherwise agreed by the parties. Purchase of materials/supplies for specific students (as determined by the IEP team) will be purchased directly by the home district of the student. General supplies needed to support the Therapists on a day-to-day basis will be billed proportionally among the three school districts based on each School District's FTE as provided for in paragraph 3 above.

9. Amendments. This Agreement may be modified or amended only by a written agreement executed by the parties hereto.

10. Applicable Law. This Agreement shall be construed in accordance with the laws of the State of Illinois.

11. Complete Understanding. This Agreement sets forth all of the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof, and there are not promises, agreements, or undertakings, either oral or written, express or implied, between them other than as herein set forth.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date below. In the event the dates differ, the latter shall be the effective date of this Agreement.

BOARD OF EDUCATION DES PLAINES COMMUNITY CONSOLIDATED SCHOOL DISTRICT 62,

\_\_\_\_\_  
President Date  
Attest: \_\_\_\_\_  
Secretary Date

BOARD OF EDUCATION PARK RIDGE-NILES SCHOOL DISTRICT 64,

\_\_\_\_\_  
President Date  
Attest: \_\_\_\_\_  
Secretary Date

BOARD OF EDUCATION MAINE TOWNSHIP HIGH SCHOOL DISTRICT 207,

\_\_\_\_\_  
President Date  
Attest: \_\_\_\_\_  
Secretary Date

**Approval of Minutes**

**ACTION ITEM 21-04-13**

I move that the Board of Education of Community Consolidated School District 64 Park Ridge-Niles, Illinois approve the Minutes from the Closed Meeting on March 11, 2021; and the Regular Meeting on March 11, 2021.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

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**DRAFT**

**DRAFT**

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.  
March 11, 2021  
VIRTUAL MEETING DUE TO COVID-19  
Alternate Remote Attendance at Jefferson School (MPR)**

Board President Rick Biagi called the meeting to order at 6:00 p.m. Board members in attendance via remote participation were Carol Sales, Dr. Denise Pearl, Rebecca Little, Larry Ryles, and Fred Sanchez. Board member Sotos was absent at that time. Superintendent Eric Olson attended in-person at Jefferson School. Also attending remotely were: Assistant Superintendent for Human Resources Dr. Joel T. Martin; Director of Innovation and Instructional Technology Mary Jane Warden; and Board Legal Counsel Tony Loizzi.

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 & ADJOURNS TO CLOSED MEETING**

At 6:01 p.m. it was moved by Board member Ryles and seconded by Board member Pearl to adjourn to closed session to discuss collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5ILCS 120/2(c)(2)].

The votes to adjourn to the closed meeting were cast as follows:

Ayes: Sanchez, Ryles, Little, Pearl, Biagi, Sales

Nays: None

Present: None

Absent: Sotos

The motion carried.

**BOARD ADJOURNS FROM CLOSED MEETING & RESUMES REGULAR MEETING**

The Board adjourned from the closed meeting and resumed the regular meeting at 7:00 p.m. In addition to those listed above, also attending remotely were: Assistant Superintendent for Student Learning Dr. Lori Lopez; Chief School Business Official Luann Kolstad; Director of Student Services Dr. Lea Anne Frost; Director of Facility Management Jason Borst; Public Information Coordinator Peter Gill (attending but not participating); and Administrative Assistant to the Superintendent Natasha Nedeljkovic. No member of the public was physically present at the alternate remote location, and approximately 20 people attended virtually.

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Board member Tom Sotos joined the meeting at 7:02 p.m.

**PLEDGE OF ALLEGIANCE**

Board member Ryles led the pledge of allegiance.

**OPENING REMARKS FROM PRESIDENT OF THE BOARD**

President Biagi had no remarks for tonight’s meeting.

**PUBLIC COMMENTS**

Public comments were invited through a posted email address on the District’s website and in the Board report. Public comments were also welcomed at the alternate remote location. No public comments were received.

**APPROVAL OF MEETING AGENDA**

No changes were made to the agenda.

**STUDENT/STAFF RECOGNITION**

Director of Student Services, Dr. Lea Anne Frost, noted how proud she was of the instructional staff and their willingness to teach in-person during the difficult pandemic period. She stated they had also been creative with remote students to keep them focused and engaged while attending classes virtually.

**COVID-19 UPDATE**

Superintendent Olson said the students will return full-time in-person on March 29 immediately following spring break. He noted that the lowest number of students returning to a school was 81%, while most schools are seeing over 80% and two schools are above 90%. Dr. Olson said the numbers were higher than anticipated, but the District will be ready to welcome everyone. He mentioned that new guidance had been issued this week from the Illinois School Board of Education (ISBE) and the Illinois Department of Public Health (IDPH), that the District is now carefully reviewing. Dr. Olson stated that it did include distancing of three feet or less, as opposed to six previously; lunch still had to occur with six feet of distancing, which the schools will need to work through and organize. Transportation was also being organized to accommodate for proper safety protocols on buses. He noted that school principals will work with families following spring break if some do not feel comfortable returning to school due to travel and would rather wait two weeks. He stressed that beyond spring break, the District will require parents to commit to in-person or remote more rigorously to prevent disruptions to learning.

**DISCUSSION & APPROVAL OF STUDENT FEES 2021-22**

Chief School Business Official (CSBO) Luann Kolstad announced that the District was not looking to raise the fees for the upcoming school year. She explained that parents pay 68% of elementary school costs and 52% of middle school costs. This is the 13th consecutive year that fees will not be raised. The business department was working on collecting unpaid fees from this year, and also working with families in need of fee waivers due to the financial impact of the pandemic. Responding to a question from president Biagi,

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CSBO Kolstad stated that although costs have increased, it would be difficult to raise fees due to the pandemic. She said the Board could consider increasing the families’ share of the costs in the future, she did not see a need to raise the fees this year. She also stated that the costs vary from year to year and this decision should remain fluid. Board member Sanchez had a question about sustainability and who covered those costs. CSBO Kolstad explained that LakeShore, the scavenger company contracted by the District, pays for the composting fee, while composting trays and bags provided at lunch are rolled into the lunch cost.

**ACTION ITEM 21-03-1**

It was moved by Board member Sanchez and seconded by Board member Ryles that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the 2021-22 Student Fees as presented.

The votes were cast as follows:

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

Nays: None

Present: None

Absent: None

The motion carried.

**DISCUSSION OF UPCOMING AMENDMENTS TO REGULAR & SPECIAL TRANSPORTATION SERVICES CONTRACTS**

CSBO Kolstad announced that Lakeview Bus Lines, Inc had requested a 7.4% increase in the upcoming contract renewals. The main reason was the scarcity of bus drivers which is driving up the cost of transportation for all districts. She said the District had the option to accept the increase or go out to bid. She also provided a comparison table of surrounding districts and their transportation costs, noting that District 64 was on the lowest end, even with an increase. President Biagi said the District could also make a counteroffer. Mrs. Kolstad noted that the last time the District had gone out to bid for transportation, it had received only one bid; in addition, other bus companies could request parking areas close to the schools or rental reimbursement for parking spaces. Board members discussed the options and shared their opinions. They focused on the fact that the company had shown to be reliable, responsive with special education students, the increase would be for one year only, and this would avoid disruption to transportation while still dealing with pandemic issues. The Board reached a consensus to accept the increase; Mrs. Kolstad will bring the contracts for approval at the April 8 regular meeting.

**DISCUSSION & APPROVAL OF 2021-22 E-RATE CATEGORY 2 PROJECTS PART 1**

Director of Technology Mary Jane Warden explained that her department was looking for approval of two projects: The first was to maintain and improve the infrastructure of the internet and wireless network of the District. The department would like to install sensors to monitor and gather data for the technicians to analyze in order to make the system more reliable. The department had chosen Wyebot’s proposal, which would include the E-rate discount immediately instead of the District waiting for reimbursement. The

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second project involved a wiring update at Emerson Middle School as current internet speeds far exceed what the infrastructure in place can allow. This would also help prepare for an update of the school’s public announcement system, the last school to receive this update. The District would receive a 40% reimbursement through E-rate for this project and had selected CDWG to do the work as they had done prior projects for the District in the past and the other comparable vendors were unknown. Board member Pearl noted that the first project included a three-year subscription and inquired as to what that included and what the renewal cost would be after the initial three years. Mrs. Warden was not able to provide an immediate answer as to the renewal cost and the Board decided to table the item until the April 1 special meeting, when they would be provided with more information. April 1 would still be timely in order to receive the E-rate discount.

**ACTION ITEM 21-03-2**

It was moved by Board member Pearl and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge - Niles, Illinois, approve the Additional Network Monitoring Equipment in the amount of \$15,360.00 to Wyebot.

This motion was rescinded by member Little and Pearl and the item tabled until the next meeting on April 1, following the discussion above.

**ACTION ITEM 21-03-3**

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 Emerson Middle School Wiring Upgrade in the amount of \$57,261.00 to CDWG.

The votes were cast as follows:

Ayes: Pearl, Sales, Little, Sotos

Nays: Biagi, Ryles, Sanchez

Present: None

Absent: None

The motion carried.

**BOARD AUTHORIZES 2021-22 STAFFING PLAN**

Assistant Superintendent of Human Resources Dr. Joel Martin stressed that due to the pandemic and unusual circumstances, there was not a lot of information available yet for next year. He mentioned that nearly a dozen teachers will retire at the end of the school year, and the District might not need to do any reduction in force based on decreased enrollment. He noted an anticipated decrease in enrollment of 108 students, as discussed at the last meeting, but the District will continue to monitor the numbers once enrollment begins in April. Dr. Martin did not anticipate a need for hiring new positions at this time. He was asking the Board to approve the rollover of the 2.5 K-5 differentiation coaches positions hired this year that were set to expire at the end of the school year. These coaches have been employed in other areas during this past year due to remote learning, but the District will need them and expected to sunset the positions at the end of the

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2021-22 school year. President Biagi inquired about the drop in enrollment at Washington School after the District had done an addition driven by overcrowding issues. Dr. Martin noted that the fifth-grade class this past year had been an unusually large one and he stated that it would not take long to see the numbers swing back up after the COVID-19 impact ends. President Biagi asked if the school had lost a large number of students to the neighboring private school this past year and Dr. Martin said he could not say with certainty where the students had gone. He stated that until enrollment numbers come in through summer, there would be a lot of volatility and uncertainty. Member Sales asked if enrollment was expected to increase after spring break due to the return in-person full-time, but Dr. Martin did not think that was the case. Dr. Olson said the administration would keep an eye on it and would inform the Board once they had a better idea of the numbers in April.

**ACTION ITEM 21-03-4**

It was moved by Board member Sanchez and seconded by Board member Sotos that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the recommended 2021-22 Staffing Plan presented and discussed at the February 11, 2021, regular Board of Education meeting.

The votes were cast as follows:

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

Nays: None

Present: None

Absent: None

The motion carried.

**APPROVAL OF 2020-23 SUPERINTENDENT’S EMPLOYMENT CONTRACT**

President Biagi explained that the Board had conducted a performance review of Dr. Olson that began in July of last year and continued this spring due to the disruption brought on by the pandemic. The Board had reviewed goals and a possible contract extension this past January and February in closed meetings. The Board had completed its review and had agreed to extend the contract. Further discussions and reviews were done by attorneys and a market adjustment of \$11,000 had been approved to meet similarly-situated superintendents in surrounding districts. The adjustment would be spread over two years. Dr. Olson thanked the Board for their support and said he was happy to be in District 64 and hoped to be here for a long time.

**ACTION ITEM 21-03-5**

It was moved by Board member Little and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the 2020-23 Superintendent’s employment contract for Dr. Eric Olson.

The votes were cast as follows:

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

Nays: None

Present: None

Absent: None

**DRAFT**

The motion carried.

**BOARD POLICY COMMITTEE UPDATE**

Committee member Sales gave an update of the February 23 meeting of the committee. The committee had met to discuss specific policies. The committee reviewed the procurement policy and process, discussed the possible creation of a special committee to review this process, contemplated mirroring the Park Ridge sole-source procurement process, and also reviewed the Chicago Public School procurement policy. President Biagi mentioned that the Park Ridge process could be tailored to the District’s needs. Member Ryles noted the need to appoint a Board member to oversee and review bills payment. This discussion would continue at upcoming meetings. Member Sales also talked about the 4:180 policy which was previously adopted and the Board requested the policy committee to discuss further. Pursuant to the Board’s direction, the policy committee had considered adding a sentence to amend the policy to include stronger language requiring frequent updates by the Superintendent to the Board during a pandemic. The Board reached a consensus to leave the policy as-is for now and possibly revisit it after the new Board is seated at the end of April.

**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.

Dr. Martin explained that dismissals listed below happen every year and are not due to performance. The District will bring the positions back next year if needed.

**ACTION ITEM 21-03-6**

It was moved by Board member Pearl and seconded by Board member Sanchez that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report dated March 11, 2021, including Resolution #1265 Honorable Dismissal of Teachers; and Resolution #1266 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:

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

Nays: None

Present: None

Absent: None

The motion carried.

**CONSENT AGENDA**

**DRAFT**

- Bills, Payroll, and Benefits

Bills

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund	\$ 393,255.25
20 - Operations and Maintenance Fund	\$ 169,194.20
30 - Debt Services	\$ 12,859.05
40 - Transportation Fund	\$ 4,278.12
50 - Retirement (IMRF/SS/MEDICARE)	\$ -
60 - Capital Projects	\$ 281.25
61 - Capital Projects-2017 Debt Certificates	\$ -
80 - Tort Immunity Fund	\$ 312.50
90 - Fire Prevention and Safety Fund	\$ -
<b>Total:</b>	<b>\$ 580,180.37</b>

Payroll & Benefits

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund	\$37,065,514.07
20 - Operations and Maintenance Fund	\$ 4,232,389.30
30 - Debt Services Fund	\$ 2,353,309.19
40 - Transportation Fund	\$ 1,173,817.21
50 - IMRF/FICA Fund	\$ 629,801.92
51 - SS/Medicare	\$ 702,273.30
60 - Capital Projects Fund	\$ 4,782,576.11
61 - Cap Projects Fund - 2017 Debt Certs	\$ 0.00
70 - Working Cash Fund	\$ 0.00
80 - Tort Immunity Fund	\$ 501,468.00
<b>Total:</b>	<b>\$51,441,149.10</b>

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, 2021
- Resolution 1267 Authorizing an Amendment of the Intergovernmental Agreement Relating to the O’Hare Noise Compatibility Commission
- Destruction of Audio Closed Recordings (none)

ACTION ITEM 21-03-7

It was moved by Board member Little 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 March 11, 2021, which includes: Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending January 31, 2021; Resolution 1267 Authorizing an Amendment of the Intergovernmental

**DRAFT**

Agreement Relating to the O’Hare Noise Compatibility Commission; and the Destruction of Audio Closed Recordings (none).

The votes were cast as follows:

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

Nays: None

Present: None

Absent: None

The motion carried.

### **APPROVAL OF MINUTES**

#### ACTION ITEM 21-03-8

It was moved by Board member Sanchez and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Meeting on February 4, 2021; the Committee of the Whole Meeting on February 4, 2021; the Closed Meeting on February 11, 2021; the Regular Meeting on February 11, 2021; the Closed Meeting on February 25, 2021; and the Special Meeting on February 25, 2021.

The votes were cast as follows:

Ayes: Biagi, Little, Sanchez, Pearl, Sales

Nays: None

Present: Sotos, Ryles

Absent: None

The motion carried.

### **OTHER DISCUSSION & ITEMS OF INFORMATION**

Dr. Olson noted the upcoming special meeting on April 1 and the regular meeting on April 8 and had no other topic to discuss.

### **NEW BUSINESS**

The Board briefly discussed the upcoming Board elections and an organizational meeting of the Board that will take place on April 29. The Board will decide whether to hold this meeting in-person or virtually.

### **ADJOURNMENT**

At 8:48 p.m. it was moved by Board member Pearl and seconded by Board member Sotos to adjourn.

The votes were cast as follows:

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

Nays: None

**DRAFT**

Present: None

Absent: None

The motion carried.

Signed Date: April 8, 2021.

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President

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Secretary

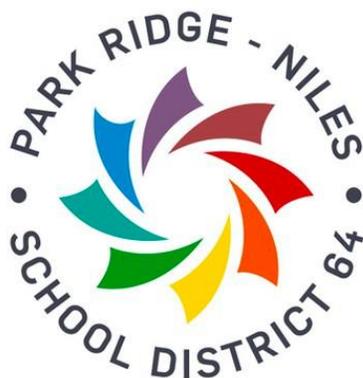
**DRAFT**

**DRAFT**

**DRAFT**

**DRAFT**

**DRAFT**



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

Special Board Meeting Agenda  
Thursday, April 29, 2021

Jefferson School – Multipurpose Room  
8200 Greendale Ave, Niles, IL 60714

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

### Organizational Meeting to Follow Special Meeting

#### 6:30 p.m. Meeting of the Board Convenes

- Roll Call

#### Pledge of Allegiance

#### Opening Remarks from President of the Board

#### Public Comments

Each speaker is given 3 minutes to address the Board. Comments may be made on almost any matter related to the operation of schools. Each person appearing before the Board will be treated with courtesy and respect, and the Board requests the same in return. In light of the privacy of personnel and student matters, commenters are strongly discouraged from speaking about individual staff or students during public comment. Commenters are instead encouraged to first raise such concerns privately with the Board President or Administration. The Board, however, recognizes each commenter's First Amendment rights; thus, it will not prohibit commenters from speaking about individual staff or students, subject to well-recognized exceptions under the First Amendment, such as obscenity, threats, fighting words, or incitements to violence.

#### 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 Acceptance of Canvass of Votes for Election of Board Members for April 2, 2021

-- Board President

**Action Item 21-04-14**

#### A-3 Approval of Minutes

--Board President

**Action Item 21-04-15**

- April 1, 2021 - Special Meeting
- April 8, 2021 - Closed Meeting
- April 8, 2021 - Regular Meeting

**A-4**

**Recognition of Retiring Board Members**

-- Board President

**Adjournment sine die**

DRAFT

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.



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

Organizational Meeting Agenda  
Thursday, April 29, 2021

Jefferson School – Multipurpose Room  
8200 Greendale Ave, Niles, IL 60714

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

### **7:00 p.m. Meeting of the Board Reconvenes as Organizational Meeting**

#### **Administration of the Oath of Office for Newly Elected Board Members**

#### **Call to Order & Roll Call**

#### **Public Comments**

Each speaker is given 3 minutes to address the Board. Comments may be made on almost any matter related to the operation of schools. Each person appearing before the Board will be treated with courtesy and respect, and the Board requests the same in return. In light of the privacy of personnel and student matters, commenters are strongly discouraged from speaking about individual staff or students during public comment. Commenters are instead encouraged to first raise such concerns privately with the Board President or Administration. The Board, however, recognizes each commenter's First Amendment rights; thus, it will not prohibit commenters from speaking about individual staff or students, subject to well-recognized exceptions under the First Amendment, such as obscenity, threats, fighting words, or incitements to violence.

**A-1 OM Election of Board President Action Item 21-04-16**

**A-2 OM Election of Board Vice President  
-- New Board President Action Item 21-04-17**

**A-3 OM Election of Board Secretary  
-- New Board President Action Item 21-04-18**

**A-4 OM Approval of Board of Education Regular Meetings for 2021-22  
-- New Board President Action Item 21-04-19**

**A-5 OM Review of Board of Education Committee Assignments  
-- New Board President**

**A-6 OM Other Discussion & Items of Information  
-- Superintendent**

- Board member summer availability
- State-mandated training for newly elected Board members

## **Adjournment**

Next Meeting: **Monday, May 13, 2021**  
Regular Meeting - 7:00 p.m.  
**Emerson School - Multipurpose Room**  
8101 Cumberland Avenue, Niles, IL 60714

DRAFT

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Natasha Nedeljkovic <nnedeljkovic@d64.org>

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

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Luann Kolstad <lkolstad@d64.org>  
To: Natasha Nedeljkovic <nnedeljkovic@d64.org>

Wed, Mar 31, 2021 at 3:39 PM

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

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

From: **Zoe Yalcin** <[zyalcin@smartprocure.com](mailto:zyalcin@smartprocure.com)>

Date: Mon, Mar 29, 2021 at 12:47 PM

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

To: <[lkolstad@d64.org](mailto:lkolstad@d64.org)>

Dear Luann Kolstad,

SmartProcure is submitting a commercial FOIA request to the Park Ridge-Niles Community Consolidated School District No. 64 for any and all purchasing records from 08/11/2020 (mm/dd/yyyy) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

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

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

Please email or click on the button below to upload the information. There is no file size limitation:

[Click Here To Upload](#)

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

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

Regards,

Zoe Yalcin  
Data Acquisition Specialist

**SmartProcure**

Direct: 9544209900

Email: [zyalcin@smartprocure.com](mailto:zyalcin@smartprocure.com)