

Community Consolidated School District 15

**BOARD OF EDUCATION MEETING**

Walter R. Sundling Junior High School  
1100 North Smith Street, Palatine, Illinois  
Wednesday, December 12, 2018—7 p.m.

**AGENDA**

I. Roll Call

II. Mission Statement

The Mission of School District 15 is to produce world-class learners by building a connected learning community.

III. Pledge of Allegiance—Jane Addams Elementary School (Amy Molinsky)

IV. Superintendent's Reports

18-1200 Student Recognition—Positive Behavior Intervention Systems (PBIS) Transportation Department Drawing Contest Winners

18-1201 Student Recognition—Winston Campus Junior High Student Advisory Council (Meg Schnoor/Jason Klein)

18-1202 Superintendent's Report (Scott Thompson)

- School Improvement Plan Presentations
  - Amy Molinsky—Jane Addams Elementary School
  - Erika Johansen—Gray M. Sanborn Elementary School

V. Reading and Acceptance of Minutes

November 10, 2018 Special Board of Education Meeting and Executive Session

November 14, 2018 Special Board of Education Meeting and Executive Session

November 14, 2018 Regular Board of Education Meeting

VI. Board Discussion and Reports

18-1210 ED-RED Council/Legislation

18-1211 one-five FOUNDATION

18-1212 Finance Committee

18-1213 Equity Committee

18-1214 Superintendent's Communication Committee

VII. Citizens Address the Board

VIII. Action Items

18-1220 Personnel Report

1. Administration
  - a. Recommendation for Hire
  - b. Recommendation for Leave of Absence
2. Certified
  - a. Recommendation to Hire
  - b. Recommendation for Leave of Absence
  - c. Recommendation for Termination
3. Non-Certified
  - a. Recommendation to Hire
  - b. Recommendation for Change of Status
  - c. Recommendation for Leave of Absence
  - d. Recommendation for Resignations
  - e. Recommendation for Disciplinary Action

- f. Recommendation for Termination
- g. Recommendation for Separation

- 18-1221 Approval of 2019–2023 District 15 Transportation Union Collective Bargaining Agreement
- 18-1222 Approval of Superintendent Contract 2019–2023
- 18-1223 Authorization of Certificate of Tax Levy
  - Certificate of Compliance with the Truth in Taxation Law
  - Certificate of Tax Levy
  - Resolution Authorizing Special Education Levy
  - Resolution Authorizing Reduction of Certain Fund Levies for the 2018 Levy Year
  - Resolution Authorizing Final Aggregate Tax Levy of the Year 2018
- 18-1224 Approval of 2019–20 Revised Official School Calendar
- 18-1225 Approval of 2020–21 Official School Calendar
- 18-1226 Approval of Board of Education Revised 2018–19 Meeting Schedule
- 18-1230 Consent Calendar (16 items)

(All items under this heading are considered routine and are adopted by one motion unless any board member or the superintendent requests that one or more be removed from the Consent Calendar. The item/s may then be discussed and voted upon separately.)

- A. November 2018 Investment Report
- B. November 2018 Treasurer's Report
- C. November 2018 Report of Payroll Vouchers and Invoices
- D. October 2018 Activities Fund Report
- E. November 2018 Budget Report
- F. Disposal(s)
- G. Board Policy—Second Reading
  - 6:50 Instruction—School Wellness
- H. Placement Recommendation—North Cook Young Adult Academy
- I. Special Education Settlement
- J. Non-Public Facility Placement Contract—Metropolitan Preparatory School (2)
- K. Non-Public Facility Placement Contract—Jeanine Schultz Memorial School
- L. Non-Public Facility Placement Contract—The Winston Knolls School
- M. Enel X Contract Renewal
- N. Marion Jordan Elementary School Playground/Walking Track Project
- O. Worker's Compensation Settlement
- P. Destruction of Executive Session Audio Recordings—January 2017

IX. Correspondence

- Freedom of Information Act Requests/Responses and/or Impact Fees

X. Adjournment

<p style="text-align: center;"><b>January 9, 2019</b>  <b>Board of Education Regular Meeting</b>  <b>7 p.m.</b>  <b>Walter R. Sundling Junior High School</b>  <b>1100 N. Smith Street, Palatine, IL</b></p>	Presentation—Student Achievement Report
	Resolution to Establish a Fiscal Year and Prepare Budget
	Superintendent's Goals Update
	Presentation/Acceptance—FY2018 Final Audit (Miller Cooper & Co., Ltd.)
	Semi-Annual Review of Closed Session Minutes



**Jane Addams Elementary School  
Students to Lead the  
Pledge of Allegiance**

Board of Education Meeting Date:

December 12, 2018 7 p.m.

Meeting Location:

Walter R. Sundling Jr. High School

Student Group:

Jane Addams Elementary School

Presenter:

Amy Molinsky

**Recognition**

Teagan K., Grade 5  
Aniah G., Grade 5  
Ivan A., Grade 4  
Gabe H., Grade 6

This year, Jane Addams is delighted to have students from both the Garden Club and Respectables join us for the Pledge. Student leadership teams support many student initiatives. Through the Kindness Wall, service opportunities and designing some of our Celebrations the team has had many accomplishments already and some further goals. We appreciate their support of our school and community. Students join the team by choice and a desire to serve our school. We are so very proud of them.

Amy Molinsky,  
Principal, Jane Addams Elementary School



## Transportation Department's Positive Behavior Intervention Systems (PBIS) Drawing Contest

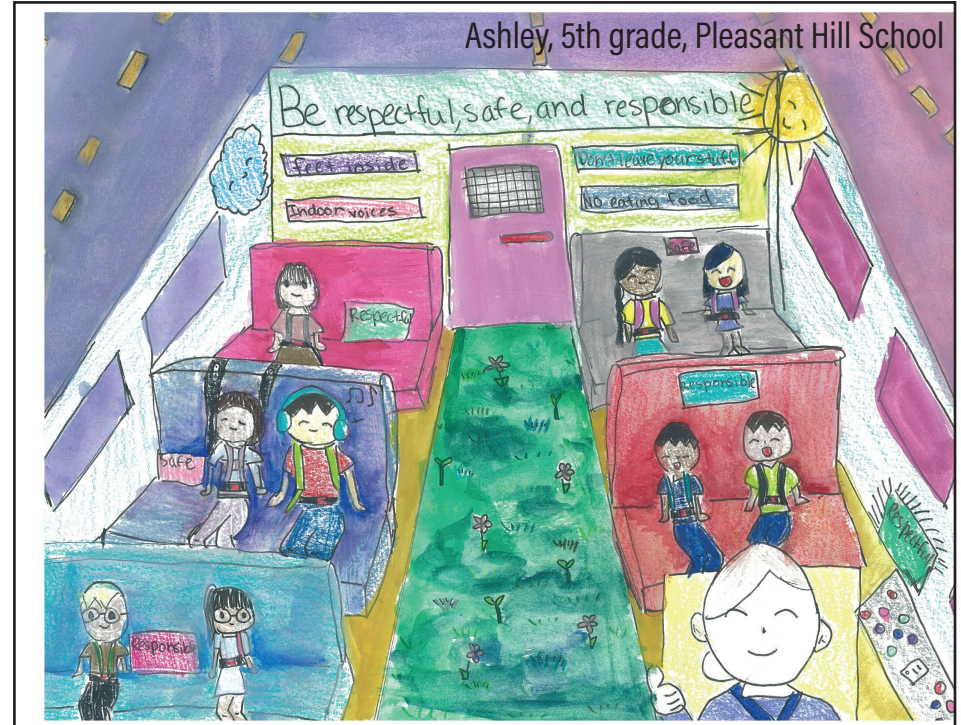
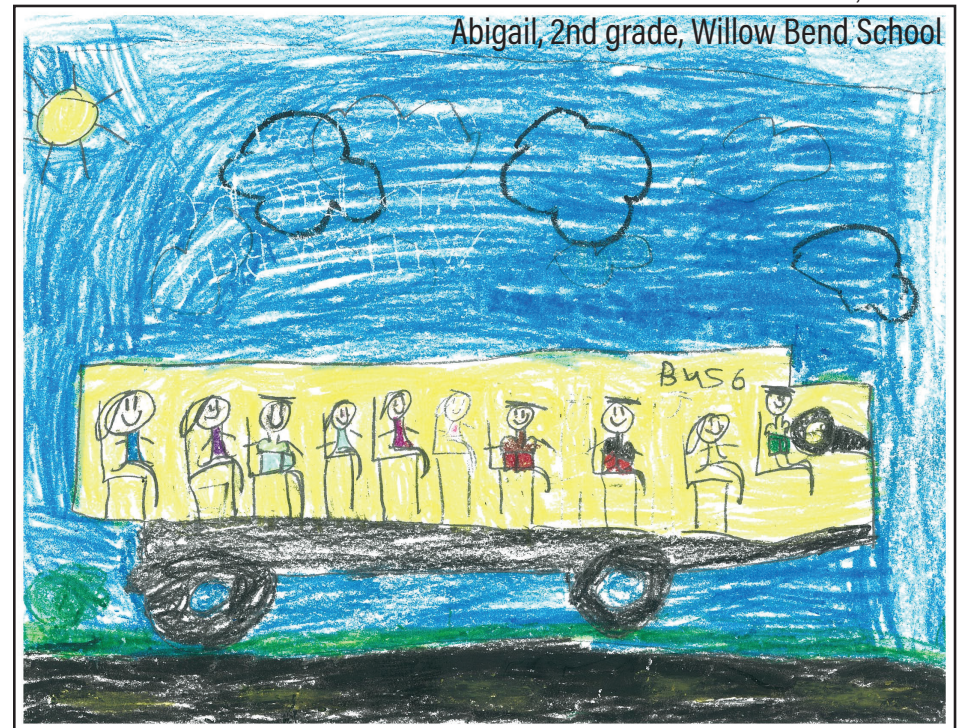
The Transportation Department held a Positive Behavior Intervention Systems (PBIS) drawing contest for students in grades K-6. Students were asked to draw photos based upon the following topics:

- Grades K-2: Bus Bucks & Bus Passes
- Grades 3-4: Be Safe, Respectful and Responsible on the Bus
- Grades 5-6: Be Safe, Respectful and Responsible on the Bus

And the winners are ...

- Grades K-2: Abigail, 2nd grade, Willow Bend School
- Grades 3-4: Sophie, 3rd grade, Kimball Hill School
- Grades 5-6: Ashley, 5th grade, Pleasant Hill School

Sophie, 3rd grade, Kimball Hill School





**Agenda Item No. 18-1201**

**Student Recognition**

**Winston Campus Junior High Student Advisory Council**

**(No Enclosure)**



Serving all or part of:  
Palatine • Rolling Meadows • Inverness  
Arlington Heights • Hoffman Estates  
Schaumburg • South Barrington

Joseph M. Kiszka Educational Service Center  
580 North First Bank Drive  
Palatine, IL 60067

Scott B. Thompson, Ed.D  
Superintendent of Schools

(847) 963-3205 • Fax (847) 963-3200  
www.ccsd15.net

## MEMORANDUM

**DATE:** December 12, 2018  
**TO:** Board of Education  
**FROM:** Scott Thompson  
**RE:** Agenda Item 18-1202: Superintendent's Report



The following items will be included in my report:

**SCHOOL IMPROVEMENT PLANS:** Amy Molinsky (JA) and Erika Johansen (GMS) will share the plans their staffs created for improving the learning in their schools.

**ANNOUNCEMENT OF SUPERINTENDENT:** Lisa will introduce the new superintendent and welcome her into the district. The new superintendent will say a few words, as will I. Then the BOE will approve her new contract and then we can give her a round of applause, shake her hand and send her on her way. (The contract needs to be included in the BOE meeting packet material for public viewing if the Board is going to take action on it.)

**DTU COLLECTIVE BARGAINING AGREEMENT:** At the last BOE meeting, the Board provided parameters to guide the administration's discussion with the leadership of the District Transportation Union regarding the renewal of our CBA. Lisa Nuss, along with Mike Adamczyk, met with the leaders of the union and have signed tentative agreements on a new 4.5-year CBA. Later in the evening, the Board will be asked to approve the new agreement.

The union leadership worked collaboratively with the administration to attain an agreement that is mutually beneficial. We are confident this new contract will help recruit and retain school bus drivers, working toward eliminating the staffing shortages that have significantly impacted the consistency of our transportation services for our students and their families.

The summary sheet of the specifics of the new CBA is attached. The agreement that was set to expire in June of 2020 was only slightly modified to make the changes indicated on the informational sheet. A copy of the draft contract is also included with this memo.

**RETIRED POLICE OFFICERS IN SCHOOLS:** I am feeling like I need to slow down just a bit on this issue. I have included the email responses I have received since the last meeting. I talked with Lisa Szczupaj regarding slowing down, and she thought it was a good idea.



TENTATIVE AGREEMENT  
Between the  
District 15 Transportation Union  
and  
Community Consolidated School District 15

Contract Extension inclusive of:

1. Wage Increases
2. Extend Contract through June 30, 2023
3. Remainder of the contract remains consistent with current agreement, including existing Letters of Agreement

ARTICLE XX

A. Compensation

Beginning January 1, 2019:

- All current employees increase by \$2/hour
- Starting Bus Driver wage - \$19.18
- Starting Bus Driver Aide wage – \$15.43

Effective July 1, 2019 (for the 2019-20 school year)

- All returning employees increase by \$1/hour
- Starting Bus Driver wage - \$20.00
- Starting Bus Driver Aide wage – \$16.25

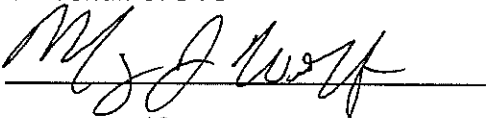
For school year 2020-21, 2021-22, 2022-23 (consistent with current CBA)

- All returning employees – Wage increase equal to CPI (PTELL)  
no less than 1.75%; no greater than 5.0%
- Starting wages – increased by ½ of the wage increase to returning employees

Letters of Agreement to be included:

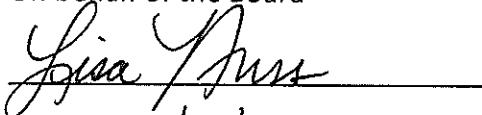
1. FMLA Benefits and Medical Documentation (12/14/2017)
2. Leave Day Allocations (5/10/2017)
3. Fluid Checker Clarification (11/1/2016)

On behalf of DTU



Dated 12-5-18

On behalf of the Board



Dated 12/5/18

To District Superintendent Thompson and members of the Board of Education:

I am a concerned citizen of Community Consolidated School District 15. Along with other Parents, Teachers, Neighbors, and Friends who live in the community supporting CCSD 15. We care about the safety of our schools. We believe gun free schools are safest.

I oppose the District Superintendent's plan to create district policy aimed at hiring armed retired police officers in place of educational support staff in District 15 school offices.

I am asking for the Superintendent and School Board members to halt and listen to the parents, Educational Support Personnel Association, and other community members. I plan to attend the next school board meeting on December 12th, 2018 to voice my concerns.

Sincerely,  
Stephanie Sutton  
2304 Bluebird Lane  
Rolling Meadows, IL 60008

We are concerned citizens of Community Consolidated School District 15. Parents, Teachers, Neighbors, and Friends who live in the community supporting CCSD 15. We care about the safety of our schools. We believe gun free schools are safest.

We oppose the District Superintendent's plan to create district policy aimed at hiring armed retired police officers in place of educational support staff in District 15 school offices.

We are asking for the Superintendent and School Board members to halt and listen to the parents, Educational Support Personnel Association, and other community members.

Sincerely

Kudos to you Dr. Thompson!! I am a graduate of district 15 as is my daughter. My husband is retired law enforcement and I have a new grandchild who will be in district 15 schools in a few years.

I'm behind the idea of retired law enforcement officers in the schools 100%.

I am a firm believer that assault style guns do not belong in the hands of anyone except law enforcement. The school shootings are out of control and I'm ready to become a home school gramma if I need to be to keep my grandchild safe. If metal detectors and lockdowns in schools is too costly, then definitely put concealed carry retired officers in schools. SOMETHING needs to start happening and I'm proud knowing that my former school district is taking steps!

Thank you,  
Diana (Miles) Chesser

Just read about your idea to put armed retired police officers in elementary schools in our District. I wanted to let you know I absolutely love the idea. Most shooters pick "soft targets" because they know they won't face opposition to using deadly force and I would love the idea of knowing my children have a trained professional in the building.

Thanks for bringing this idea to our District.

Chris Denzler

Dr. Thompson,

Please don't reduce my point of view to emotions and politics. Yes, the topic of school shootings is emotional. It would be inhuman not to feel anything in response to such atrocities. Some could argue that putting armed personnel in elementary schools is an emotional response. But calling one side emotional and the other logical is really just being dismissive instead of addressing the issue at hand. Everyone has feelings about these dangers in America, and we all have very different ideas of how to handle it.

And yes, a great many topics, even football, can be considered political these days, but I'm not discussing gun control or the 2nd A with you. I'm talking about your policy at my children's school.

You've made the decision to allow firearms into your district's elementary schools. You must understand this is a serious topic that affects the safety of my children and all who attend VL. I know I'm not the only parent who is opposed to this. I've also heard from staff members and nearby local police who don't agree with the policy. Parents trust their kids will be in a safe environment at school. We should have a say when it comes to policies of this matter. I don't think it should be any one person's decision.

I hope you will give us the opportunity to be heard.

Sincerely,  
Michael Bulaw

Mr Thompson

I really do appreciate your detailed response.

I was not aware that armed staff exist in D211 schools and I'm sad to hear that is the case. As was the case in the Parkland school shooting, an armed officer didn't make any difference and I honestly believe having any armed staff in a school only leads to a higher risk of accidental shootings – either a firearm going off accidentally or someone being shot through some sort of mistaken threat.

I believe the money proposed for these staff could be better spent improving security in and around the school. I trust these measures are also being considered as an alternative.

Unfortunately, school shootings are a societal problem almost uniquely prevalent in the US that I would agree, is tough to solve. I don't think there are any full proof solutions that would guarantee safety without almost turning schools into prisons and that's not something anyone wants. As you mention, there are political motivations in play with this topic – on both sides of the argument – without anything actually being done to truly address school shootings. 'More guns' really doesn't seem to be doing anything to stop it and I feel your proposal is not worth the associated negatives.

I do appreciate we have opposing views/opinions on this, but both with the aim of ensuring staff and child safety. I look forward to being involved in any future discussions.

Happy Thanksgiving to you and your family also.

Scott

**From:** Scott Thompson <[thompsos@ccsd15.net](mailto:thompsos@ccsd15.net)>  
**Sent:** Monday, November 19, 2018 11:36 AM  
**To:** Scott Robertson <[Scott.Robertson@dunnhumby.com](mailto:Scott.Robertson@dunnhumby.com)>  
**Subject:** Re: Armed staff in schools



Dear Scott,

Thank you for sending your thoughts. This topic elicits emotions, as well as political motivations, that influence responses. However, hiring retired officers seems to me to be a logical way to possibly make our schools safer.

When there is a dangerous situation at school, our staff members call 911. The police officers arrive as quickly as possible to engage the danger. It makes sense to me that one of these officers who respond to these calls, recently removed from active service, who is working in our schools, has the opportunity to respond immediately. My hope is that these retired officers' expertise would never be needed. But it is reassuring to me that if needed, the retired officer could respond without delay to keep our children and staff safe from harm.

I am sure you are aware that we have School Resource Officers in our junior highs (and in D211's high schools). These SROs are assigned to our elementary schools as well. They are Palatine Police Department officers stationed in our schools to connect with students, staff and parents. Their relationship often leads to information regarding potential safety situations. And all the students know they possess firearms. I believe students feel reassured by the presence of these SROs. The students are too familiar with school shootings.

I applaud Scotland's measures. But until similar measures are taken in the US, I think we need to be proactive in our safety plans. (CNN reported in May that there has been on average one school shooting each week in 2018.)

I am sure there will be more discussion before any definitive action is taken in a school. And I will share your email with those in charge of making the decision.

Happy Thanksgiving to you and your family.

On Fri, Nov 16, 2018 at 5:24 PM, Scott Robertson <[Scott.Robertson@dunnhumby.com](mailto:Scott.Robertson@dunnhumby.com)> wrote:

Mr Thompson

As a parent of a child at Lincoln elementary school, I read with dismay and bewilderment the plans to place armed staff in district 15 schools.

From the Daily Herald article, you are quoted as saying this is a 'no-brainer'. I'd hope that engaging the brain a little bit more might lead to a different decision.

My personal opinion on the country's gun violence problem is that the answer would never be 'more guns' or arming 'good guys'.

'Good guys' can have mental health issues too. Why would we want to take the chance of having anyone with a gun in a school?

I'd suggest there is more chance of a child or member of staff getting hurt by a 'good guy' with a gun than there is of someone attacking the school. There must be other answers to increasing school security other than arming staff and I'd urge you to investigate these and explain why they are not viable alternatives.

I come from a country (Scotland) where, in 1996, a lone gunman entered an elementary school and killed 16 children and their teacher. Do you know what the country then did – they essentially banned all guns. Since then, there have been zero mass shootings in the country. At no time was it even considered that the answer would be to arm staff.

This is not the type of environment I want my children to be educated in and I would seriously consider removing my child from the school should this be put in place. Lincoln is a great school and whilst I understand the need to protect children and staff as much as possible, I strongly believe this is the wrong way to go about it and the wrong message to be sending to students.

I would assume this matter will be discussed in future public forums and I look forward to hearing more about if, when and how this will be implemented.

Sincerely,  
Scott Robertson

Guns are insanely dangerous and don't belong in school. Period.

Please let me know if parents can have a say in this. I believe we should.

Michael Bulaw  
630-802-7181

Dear Ms. Szczupaj and Dr. Thompson:

My name is Brian McHugh, I am the father of two girls at Pleasant Hill Elementary School.

I am writing to express concern regarding the recommendation, ratified by the Board of Education, to explore implementation of armed retired law enforcement officers in District 15 Elementary Schools. I understand this concern when the news is full of mass shootings. However, this recommendation would introduce new dangers, expose the District 15 community to new liabilities, and deplete district financial resources.

Policy makers must avoid the temptation to mitigate a vivid, but relatively infrequent risk with more mundane, but probable risks that affect a more hazardous school environment. Firearms in a school introduce higher likelihood of accidental discharges, reactions to mistaken behavior (like a toy gun), inability to retain a weapon from violent individuals, or the shooting of an innocent bystander. In order to manage these risks, the guard, the ESPA and/or the District would need to take on additional liability insurance, ultimately to be borne by the District and its tax base. The District would need to manage accreditation of guard training, ensuring skills and abilities are suitable for an elementary school environment, and certifying that aging, retired law enforcement officer still have the mental facilities to carry a weapon in a school. This recommendation erodes school safety and introduces risks that the District is not equipped to absorb.

The financial conditions of District 15 are well-known. Investing money in armed guards would draw funds away from other areas that would benefit the schools' public safety, education and well-being. The funds present an opportunity to improve non-lethal security measures within the schools, such as cameras, alarms, and tactical law enforcement digital school mapping (like an offering from Sobel, Inc.). Mental health services could be enhanced to treat youths prone to violence or suicide. Finally, for the liabilities they present with limited benefit, the funds could go towards making educational services like summer reading programs more available to students. District 15 must consider other options with the funds under discussion to improve student and staff well-being.

I appreciate the process to make such proposals available for public dialogue and collaboration on such an important topic. Ten years ago my Northern Illinois University grad school professor broke down in tears in front of us because his daughter was a building away from Steven Kazmierczak's attack. The problem is real, and we all have our students' security in mind. There are better ways to improve security than this plan with fewer risks, and I would be happy to discuss further if it adds value.

Thank you for your attention to my concerns, and also for your tireless hours of public service on behalf of Palatine children.

Respectfully,

Brian McHugh

Dear Mr. Thompson,

Do **not** hire armed guards to "protect" our children. I was alarmed to hear that this is even being considered. We need Gun Violence *Prevention*, not more guns around children. Please partner with one of the many groups such as *Everytown* to make communities safe. As a taxpayer in this community, I cannot support this use of funds.

Could you provide some clarification on the process to implement placing armed retired police officers in our schools? I've just heard about this in the last couple of days and your email provides confusing information on the idea. You start by saying that you will "explore" the idea but further along you give the impression that if the ESPA approves the idea, that it will be immediately implemented. Was this put out to the community previously for input because I don't recall hearing any mention of it? Will there be a hearing on this with prior notice on a very important decision so that those concerned can hear the entire plan, the basis for the decision, and ask questions?

As a veteran who has advanced training in weapons and tactics, a licensed gun owner and enthusiast, and someone who makes their living every day on advising and supporting clients on safety and security, I have legitimate reservations about the solution for the safety of our children being apparently focused on the questionable value of having an additional weapon in the school. The idea of having retired police officers fill this position comes along with a lot of misconceptions on the actual experience of most police officers in actual use of weapons in armed conflict. It sounds good to those that don't realize that less than 25% of police ever fire their weapon in anger and a much smaller percentage ever are in an actual firefight with an armed offender, but the reality is much less appealing and if the decision is to bring another weapon into the school, the qualification should be more to actual experience in armed combat in any field rather than simply hinging on experience of being on a police force regardless of whether they were behind a desk their whole career or if they are actually trained and qualified to the level that the title implies.

Craig Doherty  
D15 Parent

Superintendent Thompson,  
My name is Jim Beckert. I live in Rolling Meadows with my wife and three children. All three kids attend Central Road Elementary. I'm certain you are going to take a lot of heat for the suggestion that we employ armed workers in our schools. And, I want to register my support for the plan I want to serve as a counterbalance firestorm of negative reaction that's likely coming (or has already arrived).

I don't know if the plan you're proposing is the best way to defend our schools, but it seems like one of the few options that would be legal in Illinois right now without any need to change the law.

Anyway, I have more thoughts, but I wanted to keep my message brief and let you know that I support the idea.

Thank you for your time and attention. Please let me know what I can do to help support action.

Good Evening Mr. Thompson,

I am reaching out to you inquire about the opportunity to receive more information regarding District 15's plan to potentially add armed retired police officers to our elementary schools. As I'm sure you can imagine, it has been quite the topic of discussion throughout the communities served by the district today. It strikes me as though local media outlets and social media are not the best way to communicate what is likely to be a controversial plan. I am hoping that there will be an opportunity for the community to hear more about and discuss this plan with you and the school board. I look forward to hearing about a future meeting where this will be possible.

Sincerely,  
Brian Carro

Dr. Thompson,

I am not in favor of arming staff members and I would like to express my concern with hiring armed retired police officers for secretary/clerical positions. I appreciate that you are trying to develop cost effective ways to increase



our children's safety and security, but the role of a front office secretary or clerk is a demanding job that not everyone can do. I am a school administrator at a junior high and I appreciate the effort that our secretary and clerk put in on a day to day basis. We ask them to do many things and it is a stressful job. It is hard for me to envision a retired police officer coming into that role and still being able to maintain a focus on safety. I also think it sends the wrong message to your current employees that anyone can step into that role and be successful. I would rather you spend more money to create a program for retired police officers to have a similar role as an SRO.

I also believe, with all do respect, that you shouldn't be making this decision right before you retire. I believe this should be explored by the next Superintendent. I fear that good candidates may not apply to our district if this is put into place, especially if they do not agree with this policy or do not want to worry about additional safety concerns of arming a staff member.

I appreciate you taking the time to read this email.

Sincerely,

Dear D15 Board of Ed members and Dr. Thompson,

I am disappointed to read via the Daily Herald that you have endorsed a plan to hire retired police officers into vacant office clerical positions (as they occur). I appreciate the need for safety in our schools but feel that hiring a dedicated school resource officer – as at the junior highs – would be a better choice to meet that need. The proposed plan seems to circumvent normal hiring practices that would look for best fit of skill and personality to work with students and staff in an elementary building, and instead hire mainly for experience with a firearm. (It also seems like a deliberate attempt to antagonize ESPA, even if that is not the intent, since these new hires will not be on the same pay scale as office clerical staff.) If the extra security is so important, why wait for positions to become available, which could be several years in some cases, rather than adding it now for all school buildings?

I hope that in further communications to the community about this plan, you will provide more detail as to why this is the best option for increasing security in our buildings.

Sincerely,  
Tracey Coleman

I was shocked to hear and read that District 15 is considering arming staff. This is the sort of response to security that I would expect if this were a rural district in another state, but this is really an overreaction and not a very well thought out one.

I do hope the Board decides against this overreaction.

YES YES YES - hiring retired police officers is the BEST idea. They are trained to serve and protect. Best possible solution for school safety.

Dear Dr. Thompson,

I am a resident of District 15, and parent of 2 children who went through D15 schools. I'm writing to oppose your proposal to hire armed retired police officers to be in school offices. I have tried to envision situations in which an armed officer would be effective against an armed intruder, but I can only envision situations where the officer would not be effective.

Here are a few of my major concerns:

Chief Haas of Inverness told me that the officer's weapon would be concealed and in a holster. How would that size of weapon be effective against an automatic rifle?

What guarantees that an officer with implicit bias against minorities wouldn't shoot a child or parent of color with little provocation?

What about training to deal with young children? It takes a special person to be patient around school children all day.

What about endangering the other office staff if an intruder knows a plain clothes officer is in the office?

What if the intruder comes in while the officer is not at the front desk?

What about children outside at recess?

What about mistakes?

What about bullets that miss their target?

Statistics show that elementary schools are extremely unlikely targets of gun violence, and arming staff inside schools contributes to a feeling of constant threat, which is stressful for the most well adjusted adult, and traumatic for young children.

I strongly believe that the answer to gun violence is not more guns, but fewer guns. I urge you to drop this proposal and implement more proven social remedies instead.

Thank you,  
Renee Gladstone  
Inverness

Dr. Thompson-

I have lived in this district for 20 years, and have sent 3 children through District 15. My youngest (10 years old) is currently attending Hunting Ridge.

I strongly urge you to reconsider and **reject** your plan to hire retired officers and have them carry weapons in the elementary schools. (Daily Herald, <https://www.dailyherald.com/news/20181114/hire-armed-retired-cops-for-school-clerical-roles-district-15-pursuing-plan>).

More guns are not the answer. Guns do not belong in an elementary school. The chances of an accidental shooting or discharge are too high. Furthermore, I do not believe that 1 armed guard will materially impact a potential shooter, who may be carrying 1 or more military grade assault weapons. I strongly encourage you to consider using your influence to encourage the enactment of tougher gun laws in Illinois so that there would be no need for an armed guard in the schools.

I will also be contacting the Board of Ed to voice my disapproval of this plan.

I wanted to say a great big thank you for the efforts you are taking to protect our kids! I am not a fan of guns at all BUT the increase in school shootings MUST be taken seriously. Your plan doesn't arm teachers or secretaries, it employs highly trained men and women who can save lives. All the push back you are getting is terrible. If we teach our kids that the extra people are there to keep the school safe, there shouldn't be a problem. The kids wouldn't see guns waving all over or sitting out in the open for Pete's sake! I work in a hospital and we have a few retired police officers as security and it is a blessing. Our world today is frightening and I applaud you for taking a stand!!

Sincerely,

Leanne Thomas  
Palatine

Mr. Thompson --

As the parent of a Kindergartner at Thomas Jefferson I just wanted to drop you a quick line and say Thank You for thinking of the children and how to best keep them safe. I saw the short segment on NBC5 this evening and the associated article on their [website](#). I completely support the use of trained and armed personnel in our schools.

Thank you!





# Our Data Wise Journey 2018-2019

## Jane Addams Elementary School

Amy Molinsky, Principal

Risa Cohen, Asst. Principal

Peg Peak, Math Specialist

Jacquie Erickson, First/Second Grade

Multi-Age

Heather Howard, Third Grade

Megan Bloomquist, Sixth Grade

Monique Martinez, Instructional  
Coach

Diana Slatopolsky, School  
Psychologist



# School Focus Areas

- Reduce physical aggression Office Discipline Referrals (ODRs) by 10%
- All students in math will create viable arguments and critique the reasoning of others

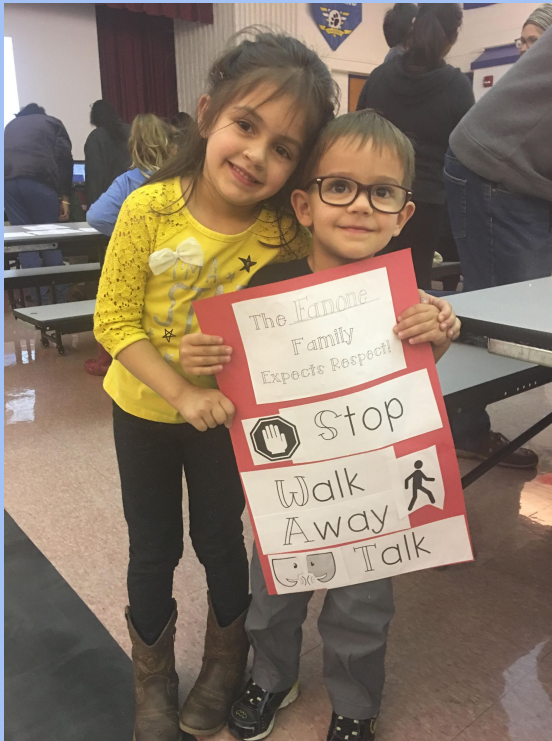


# Social Emotional Learning (SEL)

## Action Plan

What we are doing:

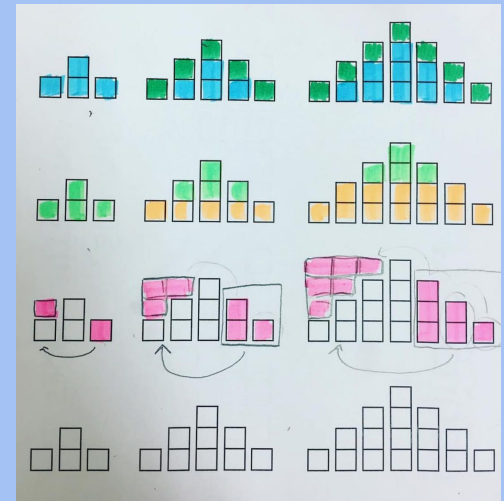
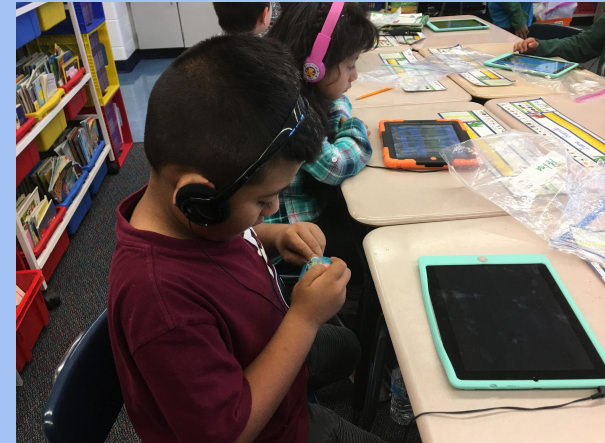
- Respectables
- Monthly Cool Tools based on key indicators
- Expect Respect/ Family Engagement ~ PBIS Family Night
- Review of supervision strategies with staff
- Kindness Wall/Paws



# Academic Action Plan

What are we doing:

- Engaged Student Discussions
- Strategic Focus on Engaging Math Conversations
  - Teacher Modeling & Feedback
  - Expanding Students Discussions
- Dissecting Problems
- Categorizing Questions





# What's Next?



- Culturally Responsive Implementation
- SIP Team reviews data on SEL and Academic Goals to target instructional and social emotional supports
- All classes completing Envision components to support mathematical thinking through the solve and share and number talks
- Increased discussion about which strategies students are using to solve word problems
- Collaborating with Instructional Coach
- Continue to review Walkthrough Data



# Our Data Wise Journey 2018-2019 Gray M. Sanborn Elementary School

Erika Johansen, Principal  
Stephanie Watson, Asst. Principal  
Jenna Kessler, Reading Specialist  
Trisha Leu, Kindergarten  
Debbie Goode, First Grade  
Stephanie Malinger, Second Grade  
Kevin Cahill, Third Grade

Emily Hunt, Fourth Grade  
Katie Biesiada, Fifth Grade  
Lauren Musgrove, Fifth Grade  
Chris Poznanski, Sixth Grade  
Lauren Lukowski, Bilingual  
Holly Lannert, Instructional Coach  
Diana Slatopolsky, School  
Psychologist



# School Focus Areas

- Reduce physical aggression Office Discipline Referrals (ODRs) by 10%
  - 15% reduction of ODRs from students in grades 3-6 during the Noon Hour
- Mathematics Growth on the MAP assessment



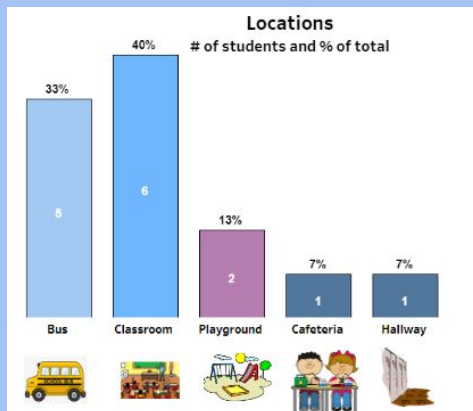


# Social Emotional Learning (SEL)

## Action Plan

What we are doing:

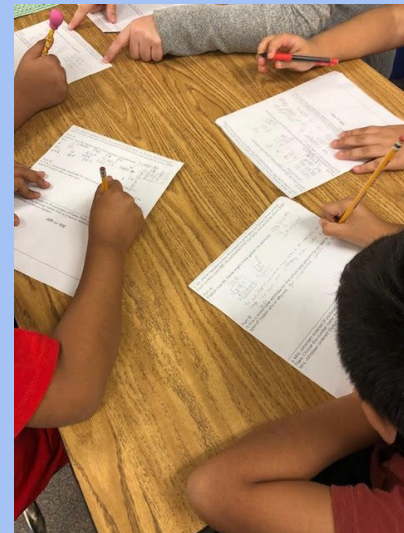
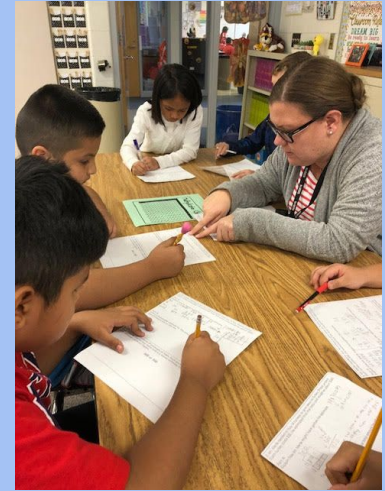
- Sanborn Respectables
- Monthly Traits
- SEL lessons co-taught with Social Worker in classrooms
- Monthly PBIS data reflection in classrooms
- Review of supervision strategies with staff
- Analyzing minor/major data to make informed decisions



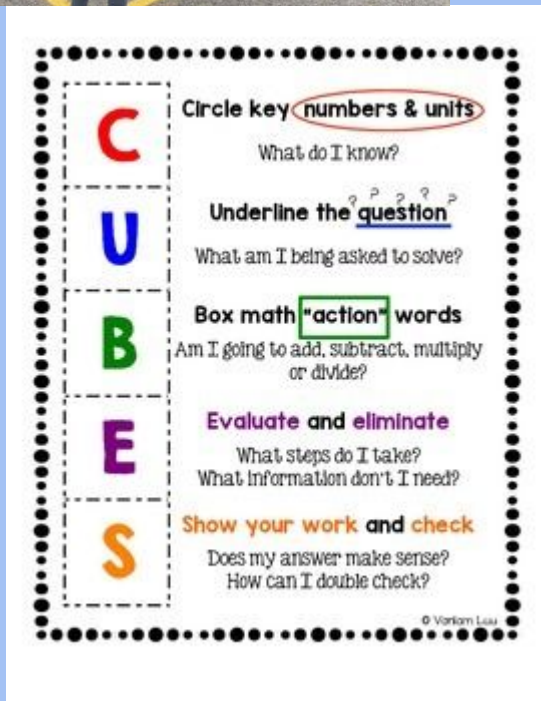
# Academic Action Plan

What are we doing:

- Created staff math teams
  - discuss new enVision Topic assessments and grading rubric
  - grade level data
  - expand mathematical conversations beyond the classrooms
- Focus on supporting students as they attack word problems: dissecting, modeling, explaining
- Increasing opportunities for student collaboration and articulation of strategies used



# What's Next?



- Exploring word problem strategies
- All classes completing 1-2 word problems daily within the math block
- Increased discussion about which strategies students are using to solve word problems
- Collaborating with instructional coach
- Walkthroughs begin in January
- Focus on transitional periods during the noon hour
- Providing structured games/activities outside
- Culturally Responsive Implementation in January 2019

MINUTES of the Special Meeting of the Board of Education of Community  
Consolidated School District 15, Palatine, Cook County, Illinois, held on  
November 10, 2018.

A special meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on Saturday, November 10, 2018, at the Joseph M. Kiszka Educational Service Center, 580 N. 1<sup>st</sup> Bank Drive, Palatine, Illinois. The purpose of the meeting was to go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

ROLL CALL

President Szczupaj called the meeting to order at 8:17 a.m.

Board members physically present:

Frank Annerino	David Border
Barbara A. Kain	Zubair Kahn
Lisa Beth Szczupaj	

Board member(s) physically absent:

Michael Smolka	Anthony Wang
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Also present was Scott B. Thompson, Ed.D., superintendent of schools.

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

CITIZENS ADDRESS THE BOARD

No citizens addressed the board at this meeting.

Prior to going into executive session the Board discussed the procedures for each interview.

EXECUTIVE SESSION

Mr. Khan made a motion, seconded by Mr. Annerino, that the Board go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

A roll call was held with the following results:

AYE: Annerino, Border, Kain, Khan, Szczupaj

NAY: None

The motion carried and the Board entered executive session at 8:29 a.m.

RETURN TO OPEN SESSION

The Board returned to open session at 4:47 p.m. on a motion made by Mrs. Kain, and seconded by Mr. Annerino.

A roll call was held with the following results:

AYE: Khan, Szczupaj, Annerino, Border, Kain

NAY: None

The motion carried.

## ADJOURNMENT

There being no further business to come before the meeting, Mrs. Kain made a motion for adjournment which was seconded by Mr. Annerino.

A roll call was held with the following results:

AYE: Khan, Szczupaj, Annerino, Border, Kain

NAY: None

The motion carried and the meeting adjourned at 4:47 p.m.

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Lisa Beth Szczupaj  
President, Board of Education

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Scott B. Thompson, Ed.D.  
Superintendent of Schools

MINUTES of the Special Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on November 14, 2018.

A special meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on Wednesday, November 14, 2018, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. The purpose of the meeting was to go into executive 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.

ROLL CALL

President Szczupaj called the meeting to order at 6:03 p.m.

Board members physically present:

Frank Annerino (arrived at 6:05 p.m.)	David Border
Zubair Khan	Barbara A. Kain
Michael Smolka	Lisa Beth Szczupaj
Anthony Wang	

Board member(s) physically absent:

None

Also present were Scott B. Thompson, Ed.D., superintendent of schools; Michael Adamczyk, CSFO, chief school business official, Lisa Nuss, assistant superintendent for human resources, and Anthony Loizzi, attorney, Hodges, Loizzi, Eisenhammer, Rodick, & Kohn, LLP.

CITIZENS ADDRESS THE BOARD

No citizens addressed the board at this meeting.

EXECUTIVE SESSION

Mr. Khan made a motion, seconded by Mr. Border, that the Board go into executive 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.

A roll call was held with the following results:

AYE: Border, Kain, Khan, Smolka, Szczupaj, Wang  
NAY: None

The motion carried and the Board entered executive session at 6:03 p.m.

RETURN TO OPEN SESSION

The Board returned to open session at 6:40 p.m. on a motion made by Mrs. Szczupaj, and seconded by Mr. Border.

A roll call was held with the following results:

AYE: Border, Kain, Khan, Smolka, Szczupaj, Wang, Annerino  
NAY: None

The motion carried.

(Postponed adjourning the special meeting until all those in attendance returned to the board room.)

ADJOURNMENT

There being no further business to come before the meeting, Mr. Smolka made a motion for adjournment which was seconded by Mr. Wang.

A roll call was held with the following results:

AYE: Kain, Khan, Smolka, Szczupaj, Wang, Annerino, Border  
NAY: None

The motion carried and the meeting adjourned at 7:00 p.m.

MINUTES of the Regular Meeting of the Board of Education of Community  
Consolidated School District 15, Palatine, Cook County, Illinois, held on  
November 14, 2018.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on November 14, 2017, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on November 9, 2017.

ROLL CALL

President Szczupaj called the regular meeting to order at 7:00 p.m.

Board members physically present:

Frank J. Annerino	David Border
Barbara A. Kain	Zubair Khan
Michael Smolka	Lisa Beth Szczupaj
Anthony Wang	

Board member(s) physically absent:

None

Also present were Scott B. Thompson, Ed.D., superintendent of schools; Matthew J. Barbini, Ed.D., deputy superintendent of schools; Michael Adamczyk, CSFO, chief school business official; Meg Schnoor, Ed.D., assistant superintendent for teaching and learning; Susan Gehring, assistant superintendent for student services; Lisa Nuss, executive director for personnel and human services; Morgan Delack, Chief Communication Officer; June Becker, recording secretary; members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE

Rachel Bland, Stuart R. Paddock Elementary School principal, and student group The Allies, led the audience in the Pledge of Allegiance. "The Allies," a student leadership group, participants are chosen by Paddock teachers. These students are role models for all Paddock Panthers. Mrs. Bland noted that those students develop ways to engage their peers in the school's new Expect Respect program and embrace their PBIS Be Respectful, Be Responsible, and Be Safe practices.

RECOGNITION—INTERSCHOLASTIC SPORTS SIXTH GRADE CROSS COUNTRY

The Board of Education recognized six students, of the 447 runners who competed, that won their heats in the District 15 Sixth-Grade Cross Country Meet, which was held September 26, 2018, at North Salk Park in Rolling Meadows. Students in 1<sup>st</sup> through 10<sup>th</sup> place, or 60 students in total, earned a medal. Students in 11<sup>th</sup> through 20<sup>th</sup> place or 60 more students, earned a top flight ribbon. Each elementary school prepared for and participated in the district meet. The elementary physical education and adaptive physical education teachers as well as maintenance staff helped make this year's event a success. Congratulations and special recognition were extended to the six students who won 1<sup>st</sup> place in this competition and their coaches.

Green Division

Hunting Ridge Coach David Sobel

Lincoln School Coach Jenn Muccianti

- Ami, Hunting Ridge Elementary School—6:12
- Jacob, Lincoln Elementary School—6:00

Yellow Division

Willow Bend Coach Dustin Sublett

Frank C. Whiteley Coach Andrea Rodino

- Riley, Willow Bend Elementary School—6:39
- Fabian, Frank C. Whiteley Elementary School—5:53

Blue Division

Winston Campus Elementary Coach Sharon Rusk

Gray M. Sanborn Coach Ryan Merle

- Marikate, Winston Campus Elementary school—6:21
- Joe, Gray M. Sanborn Elementary School—6:01

DISTRICT RECOGNITION—AWARD OF APPRECIATION BY NORTH COOK REGIONAL OFFICE OF EDUCATION

Dr. Thompson introduced Dr. Bruce Brown, North Cook Intermediate Service Center (NCISC) Executive Director, on behalf of Tom Bookler, Ed.D., McKinney-Vento Regional Liaison, who presented the District with an award of appreciation for their generosity in providing storage for thousands donated supplies/backpacks for area students.



The NCISC provides countless numbers of support opportunities for the education community: administrator academies, educator workshops, professional development, license renewal, PERA Evaluation Training, compliance visits, ESSA, Health and Life Safety, home schooling, school supplies, homeless student support, truancy prevention, and beyond.

### RECOGNITION—THOSE WHO EXCEL

The Illinois State Board of Education (ISBE) recognized each of District 15's seven nominees with awards in its prestigious "Those Who Excel" awards program this year. Each year, ISBE's "Those Who Excel" awards program honors outstanding teachers, administrators, student support personnel, educational service personnel, and community members for their exceptional contributions to schools throughout the state.

Candidates are nominated by their local schools or people in their communities. Letters of recommendation are also required. A committee of peers, including representatives from statewide education organizations and former award recipients, determines the level of recognition nominees will receive—Excellence, Merit, or Recognition.

State Superintendent of Education Tony Smith, Ph.D., recognized Illinois' top educators at the 44th annual Those Who Excel/Teacher of the Year Banquet on Saturday, October 20, 2018, at the Bloomington-Normal Marriott Hotel and Conference Center in Normal. District 15 honorees received one Award of Excellence, three Awards of Merit, and three Awards of Recognition during the event. Dr. Thompson presented each of them with the District's "Above and Beyond Award."

- Sandy Cramer, Joseph M. Kiszka Educational Service Center, received an Award of Recognition in the "Educational Service Personnel" category.
- Lanae Recinas, Lincoln Elementary School, received an Award of Recognition in the "Student Support Personnel" category.
- Pete Jackson, received an Award of Merit in the "Community Volunteer" category.
- Cheryl Wolfel, Ed.D., received an Award of Excellence in the "School Administrator" category.
- Deanna Nemchok, Student Counselor, Carl Sandburg Junior High School, received
- an Award of Merit in the "Early Career Educator" category.
- Elise Hackl, Conyers Learning Academy, received an Award of Recognition in the "Classroom Teacher" category.
- Chromebook Initiative Team received an Award of Merit in the "Team" category. The team consisted of the following staff: Carol Gajewski, Jason Dietz, Ed.D., David Kuechenberg, Kyle Mokakas, Kelly Mollenhauer, Colleen Seick, and Tim Woomert.

### SUPERINTENDENT'S REPORT

- School Improvement Plan Presentations: Stuart R. Paddock and Lake Louise Elementary Schools  
Both Rachel Bland, Stuart R. Paddock Elementary School, and Jennifer Seoane, Lake Louise Elementary School, provided the Board with an update to their School Improvement Plans at the meeting.  
All District 15 schools have been working through a process called "Data Wise," which was developed by the Harvard Graduate School of Education. Data Wise supports educators in using collaborative data inquiry to drive continuous improvement of teaching and learning for all students.  
After examining school data, Paddock determined two focus areas: mathematics (academic) and reducing physical aggression Office Discipline Referrals (ODRs) by 10-percent (social-emotional). Lake Louise's focus areas are: mathematics (academic) and reducing physical aggression as a solution to solving conflicts (social emotional).  
The schools developed five-step action plans to address the issues, including adjusting instructional practices and enhancing professional development opportunities.  
The School Improvement Plan presentations can be viewed in their entirety on the district website, under agenda attachments.
- Every Student Succeeds Act (ESSA)  
Dr. Thompson provided an overview of plans for the Every Student Succeeds Act (ESSA) task force. ESSA areas, with the highest and lowest index score areas identified by group, were presented to the Board. It was noted that Included in these plans are an examination and remediation program to identify school improvement supports for ESSA Identified Schools. The ISBE requires that schools with underperforming groups complete a specific school improvement process that includes raw data review, needs assessment, and work plan outline. A timeline of steps to strengthen identified schools' improvement process was provided, along with a list of existing supports for schools with underperforming groups.
- Audio Visual Equipment  
Dr. Thompson introduced Mrs. Delack to describe the new audio visual equipment that had been installed in the district meeting room. She noted that Board of Education meetings are now streamed live online, thanks to an upgraded audio-visual system. Meetings are streamed to the District's Facebook page and website, allowing district families and residents greater access to meetings than ever before.

The new software being used to stream the broadcasts includes high-definition cameras and sound equipment. Presentations shown at the meeting will be integrated into the live stream, allowing those at home better visibility of the slides.

- **Retired Police Officers in Buildings**

The idea of retired police officers in buildings was brought forward last month by Dr. Thompson as a way to increase the level of safety in our buildings. Safety is a top priority for District 15, and the district is continuously working to improve school security. He noted that as he evaluated all of the ways the district could make our schools safer, bringing in trained, retired police officers made a lot of sense.

District 15 already has School Resource Officers (SROs) in its four junior high schools. These police officers are employed by the Palatine and Rolling Meadows Police Departments. Police Department staffing in schools is limited, so the option of having additional SROs in our elementary schools would not be possible.

Federal law allows for retired police officers to legally carry a gun in a school. Retired officers would be hired to fill vacant clerical or secretarial positions in the main offices of our schools. They would be paid under the Educational Support Personnel Association (ESPA) collective bargaining agreement, while also receiving a \$50/day stipend for offering an additional layer of protection to our schools.

It was the consensus of the Board of Education to continue exploring the idea of hiring retired police officers to serve in vacant main office positions in District 15 schools.

The idea would next be presented to the ESPA union before moving forward with hiring.

- **Park Place**

Dr. Thompson reported that after investigating the possibility of turning a retail space in the northeast Palatine Park Place shopping center into a full-day kindergarten center or elementary building, District 15 has decided to withdraw its purchase agreement with the developer.

The long-term costs associated with occupying the space were greater than originally anticipated, and the district felt it would not be fiscally responsible to move forward with the idea.

The proposal stemmed from a Board of Education goal of providing full-day kindergarten district-wide. Without additional classroom space, offering this to our families would not be possible.

The Board and administration remain committed to finding alternate solutions to providing full-day kindergarten to District 15 in the future.

#### **PRESENTATION—FIVE-YEAR FINANCIAL PROJECTION**

Mr. Adamczyk gave an overview of the five-year budget forecast for District 15, stating that projections of revenues and expenditures through school year 2022-23 have remained steady. The forecast contained preliminary audited financial results for the 2017-18 school year. The Board adopted a budget with a deficit of \$8,834,577 for the 2017-18 school year. The results show an actual deficit of \$7,827,702, for a positive variance of \$1,006,875.

Three scenarios were proposed for Board consideration:

- Scenario 1: Traditional Five-Year Forecast, draft results of operations, and \$6.668M Summer 2019 Summer Projects
- Scenario 2: Same as Scenario 1, plus future CPI increases of 2.0%
- Scenario 3: Same as Scenario 2, plus reduced annual health insurances increases to 2.5% instead of 5%

It was noted that the five-year financial presentation in its entirety is posted on the district's website. Following, Mr. Adamczyk responded to inquiries from the Board.

#### **PRESENTATION—PROPOSED 2018 TAX LEVY**

Corey Bultemeier, director of fiscal services and assistant chief school business official, provided the Board with a comprehensive overview of the tax levy process. The tax levy determines how much taxpayer money the district will request in the fiscal year. Property taxes amount to 77-percent of District 15's annual operating expenses. Additionally, it sets forth the maximum amounts that can be received from property taxation in a given year. The levy is filed by fund, but limited in aggregate by the Property Tax Extension Limitation Act (excluding the Debt Service Fund).

It is common practice for a school district to levy an amount in excess of what the District actually anticipates for only two reasons: To maintain the maximum tax rates the district is entitled to and to capture the tax receipts on all new property (EAV). The Truth in Taxation also informs the public about the estimated tax rates to be levied and allows the public an opportunity to ask questions and/or give input.

The Board of Education will be considering a levy of \$127,340,952, a 3.9-percent increase over the 2017 extension. This is sufficient to capture the five-year average of new growth and the 2.10-percent CPI increase. Because the increase is less than 5-percent, no truth-in-taxation hearing is required.

The Board may adopt the levy of \$127,340,952 or another amount, provided that the final adopted levy is less than 5-percent. Mr. Bultemeier responded to inquiries from the Board. It was noted that the Board is required to adopt the final 2018 aggregate tax levy at the December 12, 2018, Board of Education meeting.

Dr. Thompson relayed the loss Liz Belter, one of the District's long time beloved employees and parent in the district. Ms. Belter served at Central Road Elementary School as a clerical in the front office for just over ten years. She will be remembered fondly.

#### READING AND ACCEPTANCE OF MINUTES

Mrs. Kain made a motion, seconded by Mr. Wang, that the minutes from the following meetings of the Board of Education be approved and placed on file:

- October 3, 2018 Regular Board of Education Meeting, as presented.

A roll call was held with the following results:

AYE: Annerino, Border, Kain, Smolka, Szczupaj, Wang

ABSTAIN: Khan

NAY: None

The motion carried.

- November 5, 2018 Special Board of Education Meeting and Executive Session, as presented.

A roll call was held with the following results:

AYE: Annerino, Border, Kain, Khan, Smolka, Szczupaj, Wang

NAY: None

The motion carried.

#### ED-RED COUNCIL/LEGISLATION

Mr. Annerino reported that while the Veto Session is set for November 13–15, 2018, a strong push was expected to override the governor's veto of two important bills. First, SB 2892 would provide a mandatory increase in teacher salaries across the state by setting a statewide minimum teacher salary of \$40,000. Secondly, SB 2572 would mandate 150 minutes of physical education per week for all students, kindergarten through 12<sup>th</sup> grade. He further noted that administrators and board members are urged to contact their legislators and advocate for them to vote "no" on overriding the governor's vetoes.

#### one-five FOUNDATION

Mrs. Kain noted that there was nothing to report at this time.

#### FINANCE COMMITTEE

Mr. Wang noted that there was nothing to report at this time.

#### EQUITY COMMITTEE

Mr. Khan noted that there was nothing to report at this time. However, he stated there was a Poverty Summit (attended by Mrs. Szczupaj), that was very informative. Mr. Khan indicated that the committee would like to touch base regarding the workshop, to gain knowledge from what was discussed.

#### DISCUSSION OF ILLINOIS ASSOCIATION OF SCHOOL BOARDS (IASB) 2018 RESOLUTIONS COMMITTEE REPORT RECOMMENDATIONS

The Board reviewed the list of Illinois Association of School Boards' (IASB) Legislative Committee Resolutions/Recommendations to be endorsed and/or opposed by District 15 Board members and administrators at the annual meeting of the IASB Delegate Assembly to be held on November 17, 2018, in Chicago. Mr. Khan, who would be voting at the delegate session, requested that board members email him their recommendations regarding the resolutions under consideration.

#### 2019–20 REVISED SCHOOL CALENDAR AND 2020–21 OFFICIAL SCHOOL CALENDAR DISCUSSION

- 2019–20 Revised School Calendar

The 2019–20 Official School Calendar started the school year with two teacher institutes days on Thursday, August 15, 2019, and Friday, August 16, 2019. Students would have begun classes on Monday, August 19, 2019. The revised 2019–20 calendar will start the school year with two teacher institute days on Monday, August 12, 2019, and Tuesday, August 13, 2019. Students would begin classes on Wednesday, August 14, 2019. The school year, including snow days, would end on Tuesday, June 2, 2020.

Student non-attendance days scheduled for Tuesday, October 15, 2019, and Tuesday, February 18, 2020. An adjustment has been made to move the aforementioned Student Non-Attendance days to Monday, January 6, 2020, and Monday, March 30, 2020.

- 2020–21 Official School Calendar

The Board was provided a copy of the 2020-2021 Official School Calendar. Recommended by both administration and the Classroom Teachers' Council (CTC), the District would start the school year with two teacher institute days on Monday, August 10, 2020, and Tuesday, August 11, 2020. Students would begin classes on Wednesday, August 12, 2020, with Early Childhood and Kindergarten classes beginning on Thursday, August 13, 2020.

Winter break would run from Monday, December 21, 2020, through Monday, January 4, 2021. The first day for students after winter break would be Tuesday, January 5, 2021. Spring break will run from Monday, March 22, 2021 through Friday, March 26, 2021. The first day for students after Spring break would be Monday, March 29, 2021. The district was informed that the projected calendar for 2020-2021 for Township High School District 211 had the same Winter and Spring break dates as School District 15. The school year, including snow days, would end on Tuesday, June 1, 2021.

#### BOARD POLICY FIRST READING

This request was made by Nutrition Services in order to update the policy regarding *Nutrition Guidelines for Foods Available During the School Day*. The United States Department of Agriculture (USDA) requested these revisions for clarification to our Board policy as we move forward in obtaining the Healthier US School Challenge—Smarter Lunchrooms for fifteen of our D15 schools. The following Board policy was up for initial review by the Board:

6:50      *Instruction—School Wellness*

No further changes were noted.

The above policy will be updated and brought back for second reading at the January 9, 2019, Board of Education meeting.

#### SUPERINTENDENT'S COMMUNICATION COMMITTEE

Dr. Thompson reported that the committee had not met since the last Board meeting.

#### CITIZENS ADDRESS THE BOARD

Anita Jamnik, resident of Hoffman Estates, addressed the Board regarding retired police officers in buildings.

Rosella Bartoli, resident of Rolling Meadows, addressed the Board regarding stakeholders input about retired officers in buildings.

#### PERSONNEL REPORT

Mr. Border made a motion, seconded by Mr. Smolka, to approve the November 14, 2018, Personnel Report, including the following recommendations:

1. Recommendation for disciplinary action: one (1) day, unpaid suspension, for Roberta Desprat;
2. Recommendation for disciplinary action: one (1) day, unpaid suspension, of Susana Guevara;
3. Recommendation for disciplinary action: one (1) day, unpaid suspension of Maribel Lewis;
4. Recommendation for disciplinary action: three (3) day, unpaid suspension of Renee Neri;
5. Recommendation for disciplinary action: five (5) day, unpaid suspension of Kevin Shape; and the
6. Recommendation for termination of Naga Padma Ravela, as recommended.

A roll call was held with the following results:

AYE: Border, Kain, Khan, Smolka, Szczupaj, Wang, Annerino

NAY: None

The motion carried. A copy of the Personnel Report is contained in the Official Minutes.

#### RESOLUTION ESTIMATING THE AGGREGATE LEVY FOR THE YEAR 2018

Mr. Annerino made a motion, seconded by Mr. Khan, to approve the Resolution Estimating the Aggregate Levy for the Year of 2018, as presented.

A roll call was held with the following results:

AYE: Kain, Khan, Smolka, Szczupaj, Wang, Annerino, Border

NAY: None

The motion carried. A copy of the resolution is contained in the Official Minutes.

#### BID AWARD—UNIVENTS TIME AND MATERIALS (19-007)

Mr. Annerino made a motion, seconded by Mr. Khan, to award the contract for the Univents Time and Materials Bid (19-007) to General Mechanical, Roselle, IL, for a total amount of \$20,825.00, as recommended.

A roll call was held with the following results:

AYE: Khan, Smolka, Szczupaj, Wang, Annerino, Border, Khan

NAY: None

The motion carried. A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

#### BID AWARD—PUBLIC ADDRESS SYSTEM UPGRADES (19-009)

Mr. Wang made a motion, seconded by Mr. Smolka, to award the contract for the Public Address Systems Bid (19-009) to ITR Systems, Downers Grove, IL, for a total amount of \$153,740.00, as recommended. The award was based on lowest vendor meeting bid specifications.

A roll call was held with the following results:

AYE: Smolka, Szczupaj, Wang, Annerino, Border, Kain, Khan

NAY: None

The motion carried. A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

#### MANEVAL CONSTRUCTION CHANGE ORDERS

Mr. Smolka made a motion, seconded by Mr. Wang, to approve the Maneval Construction (Ingleside, IL) Change Orders, in the amount of \$92,296.00, as recommended. It is noted that the amount of the change orders exceeds ten percent of the original contract value (\$389,980.00), and qualifies under the emergency exception due to the timeliness of the works completion, thus not allowing a sufficient time period for a bidding cycle.

A roll call was held with the following results:

AYE: Szczupaj, Wang, Annerino, Border, Kain, Khan, Smolka

NAY: None

The motion carried. A copy of the change orders contract is on file in the Department of Business and Auxiliary Services.

#### RATIFY MEMBERSHIP INTO THE NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE (NIPA)

Mr. Border made a motion, seconded by Mrs. Kain, to Ratify Membership into the National Intergovernmental Purchasing Alliance (NIPA), and authorize the Chief School Business Official to execute the Master Intergovernmental Cooperative Purchasing Agreement from NIPA, as recommended.

A roll call was held with the following results:

AYE: Wang, Annerino, Border, Kain, Khan, Smolka, Szczupaj

NAY: None

The motion carried. A copy of the membership agreement is on file in the Department of Business and Auxiliary Services.

#### CONSENT CALENDAR

Mrs. Szczupaj presented the consent calendar and asked if any Board member wished to have any items removed for separate consideration and vote. No items were removed.

Mrs. Kain made a motion, seconded by Mr. Khan, for approval of the consent calendar, as presented.

A roll call was held with the following results:

AYE: Annerino, Border, Kain, Khan, Smolka, Szczupaj, Wang

NAY: None

The motion carried.

Copies of consent calendar Items A–F are contained in the Official Minutes. Items G – I are on file in the Business Services Department. Items J and L are on file in the Department of Instruction. Item K is on file in the Administrative Services Department.

- A. October 2018 Investment Report
- B. October 2018 Treasurer's Report
- C. October 2018 Report of Payroll Vouchers and Invoices
- D. September 2018 Activities Fund Report
- E. October 2018 Budget Report
- F. Disposals
- G. Post-Issuance Tax Compliance Report
- H. Workers' Compensation Settlements
- I. Purchase Order—Lowery McDonnell Furniture Purchase
- J. Purchase Requisition—Data Recognition Corporation (LAS)
- K. Placement Recommendation—North Cook Young Adult Academy (A, B, C)
- L. Agreement for Professional Instructional Services—The Stepping Stones Group
- M. Destruction of Executive Session Audio Recordings—December 2016

CORRESPONDENCE

Dr. Thompson reported that two (2) Freedom of Information Act requests were received and acted upon last month.

ADJOURNMENT

There being no further business to come before this meeting, Mr. Khan made a motion, seconded by Mr. Wang, for adjournment of the meeting.

A roll call was held with the following results:

AYE: Border, Kain, Khan, Smolka, Szczupaj, Wang, Annerino

NAY: None

The motion carried, and the meeting adjourned at 9:14 p.m.

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Lisa Beth Szczupaj, President  
Board of Education

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Anthony Wang, Secretary  
Board of Education

## **Alliance Legislative Report 100-79**

Distributed via Email: November 19, 2018

### **ACTIVE FIRST WEEK OF VETO SESSION FOR LEGISLATURE**

Last week the Illinois General Assembly convened for the first week of the two-week veto session. During the majority of the first three years of **Governor Bruce Rauner's** administration, veto overrides were few and far between as legislators in his Republican party were reluctant to vote against the sitting governor. With **Governor-elect J.B. Pritzker** defeating Rauner for the top executive office in Illinois in the recent General Election, members of the governor's party did not hesitate to join the Democrat majority in overriding the veto of dozens of bills.

However, while many veto actions were overridden in their original chamber during the first week of veto session, two important issues that the Alliance was interested in were not called for a vote on the override motions. One of the most controversial bills from the spring legislative session was [SB 2892 \(Manar, D-Bunker Hill\)](#) , which would have phased-in a minimum teacher salary of \$40,000 over the next few years. Another overly prescriptive mandate, [SB 2572 \(Holmes, D-Aurora\)](#) , would have required all students to have 150 minutes of Physical Education a week. While there is reason to be optimistic about defeating these two measures, they could still be called during the second week of veto session next week. If these issues are not addressed in the veto session, the Alliance expects both to be an issue in the next General Assembly.

### **OTHER VETO ACTION**

The following vetoed bills were overridden by the House of Representatives and will be considered by the Senate next week:

[HB 1262 \(Currie, D-Chicago\)](#) provides that a School Code mandate waiver request regarding tax rates, funds, or transfers shall not be reviewed by the panel of General Assembly members, but shall be submitted to the full General Assembly for consideration.

[HB 4284 \(Chapa LaVia, D-Aurora\)](#) , a *Vision 20/20 initiative* , would require at least three members of the Illinois State Board of Education (ISBE) to be from the educator community, defined as a teacher, principal, superintendent, or school business official

[HB 4657 \(Manley, D-Joliet\)](#) creates the Emotional Intelligence Education Task Force to develop curriculum guidelines and best practices on emotional intelligence and social-emotional learning.

[HB 4743 \(Ford, D-Chicago\)](#) disallows any employer from discriminating between employees by paying wages to an African-American employee at a rate less than another employee who is not African-American for the same or substantially similar work on a job that requires equal skill, effort and responsibility.

[HB 5175 \(Hoffman, D-Bellefonte\)](#) repeals the authority of the Charter School Commission to act on appeals to overturn a local school board's decision regarding charter schools. Now, initial decisions of a local school board are subject to judicial review under the Administrative Review Act.



**HB 5195** (Greenwood, D-E. St. Louis) allows school boards to provide free transportation for any pupil residing within 1.5 miles from the school attended where conditions are such that walking, either to or from the school to which a pupil is assigned for attendance or to or from a pick-up point or bus stop, constitutes a serious hazard to the safety of the pupil due to a course or pattern of criminal activity.

The following vetoed bills were overridden in the Senate and will be considered in the House next week.

**SB 2332** (Morrison, D-Deerfield) raises the age from 18 to 21 years for any person to legally purchase tobacco products, electronic cigarettes, and alternative nicotine products.

**SB 2345** (Lightford, D-Westchester) requires ISBE to provide information for the school report card as to whether or not a school has participated in the Illinois Youth Survey.

The following vetoed bill was called for a vote in the House to override the veto, but the motion failed.

**HB 3792** (Lilly, D-Chicago) would have provided that students, beginning in 6 th grade, should be introduced to developing and applying work ethic in a variety of contexts.

*This legislative report was written and edited by the lobbyists of the Illinois Association of School Boards to provide information to the members of the organizations that comprise the Statewide School Management Alliance.*

Distributed via Email: November 30, 2018

### **LEGISLATURE WRAPS UP VETO SESSION**

The Illinois General Assembly completed its two-week veto session this week and is adjourned until it returns in the "lame-duck" session on January 7-8. The new 101st General Assembly will be sworn in on Wednesday, January 9, 2019. The newly elected governor will be inaugurated on Monday, January 14, 2019.

Neither [SB 2892](#) (Manar, D-Bunker Hill), which would have phased-in a minimum teacher salary of \$40,000; nor [SB 2572](#) (Holmes, D-Aurora), which would have required all students to have 150 minutes of Physical Education per week, were considered before adjournment. Both bills were vetoed by the governor and no motion to override the veto was called for a vote, thus killing those bills for this session. Both bills will likely be reintroduced in January for the 101st General Assembly to consider. The strong response by Alliance members regarding the impact of these two measures were largely responsible for stalling the bills this fall.

### **OTHER VETO ACTION**

The following vetoed bills were overridden by both chambers and will become law:

[HB 4284](#) (Chapa LaVia, D-Aurora) , *a Vision 20/20 initiative* , requires at least three members of the Illinois State Board of Education (ISBE) to be from the educator community, defined as a teacher, principal, superintendent, or school business official.

[HB 4514](#) (Pritchard, R-Sycamore ) provides that only individuals licensed and endorsed as a school counselor may use the title of school counselor.

[HB 4657](#) (Manley, D-Joliet) creates the Emotional Intelligence Education Task Force to develop curriculum guidelines and best practices on emotional intelligence and social-emotional learning.

[HB 5195](#) (Greenwood, D-E. St. Louis) allows school boards to provide free transportation for any pupil residing within 1.5 miles from the school attended where conditions are such that walking, either to or from the school to which a pupil is assigned for attendance or to or from a pick-up point or bus stop, constitutes a serious hazard to the safety of the pupil due to a course or pattern of criminal activity.

[SB 2345](#) (Lightford, D-Westchester) requires ISBE to provide information for the school report card as to whether or not a school has participated in the Illinois Youth Survey.

The following vetoed bills failed to be overridden and they are now dead:

[HB 1262](#) (Currie, D-Chicago) would have provided that a School Code mandate waiver request regarding tax rates, funds, or transfers shall not be reviewed by the panel of General Assembly members, but shall be submitted to the full General Assembly for consideration.

[HB 3792](#) (Lilly, D-Chicago) would have provided that students, beginning in 6 th grade, should be introduced to developing and applying work ethic in a variety of contexts.

[HB 4208](#) (**Welch, D-Westchester**) would have reallocated funding from Student Resource Officer's (SROs) and law enforcement and use it for restorative justice, counselors, and psychologists.

[HB 4882](#) (**Mayfield, D-Waukegan**) would have made changes to the Grow Your Own Teacher Act.

[HB 5175](#) (**Hoffman, D-Belleville**) would have repealed the authority of the Charter School Commission to act on appeals to overturn a local school board decisions regarding Charter Schools.

[HB 5481](#) (**Guzzardi, D-Chicago**) would have required school districts to report certain K-12 information about actively employed teachers, pupil-teacher ratios, class instructors, and class sections to ISBE.

The following bills were not considered for final action and are still pending:

[HB 5975](#) (**Hernandez, D-Cicero**), for the successful referendum for Berwyn South SD 100, would limit the aggregate extension available to the school district approved by the voters.

[SB 563](#) (**Cunningham, D-Chicago**) would remove language allowing police officers to request a mental health evaluation for anyone making a threat against a school.

[SB 1226](#) (**Bennett, D-Champaign**) would require school construction to comply with the Green Construction Act.

[SB 3430](#) (**Aquino, D-Chicago**), in response to objections raised to [HB 5975](#), would provide that taxing districts subject to the Property Tax Extension Limitation Law (PTELL) would be required to seek an aggregate extension increase rather than an increase in limiting rate when a change is sought through referendum, thus increasing local tax revenues for the district.

### **GOVERNOR-ELECT PRITZKER NAMES EDUCATION TEAM**

Governor-elect JB Pritzker named a transition team for education this week called the Educational Success Committee. A press release announcing the Committee mentioned it "is the seventh of several working groups of the transition made up of subject-matter experts who will advise and guide the incoming Pritzker-Stratton administration."

The Educational Success Committee will be co-chaired by State Senator Andy Manar (D-Bunker Hill), State Representative Chris Welch (D-Westchester), Chicago Public Schools CEO Dr. Janice Jackson, and Illinois Education Association President Kathi Griffin. The other 31 members of the Committee are:

- Dr. Michael Amiridis, Chancellor, University of Illinois at Chicago
- Dr. Carmen Ayala, Superintendent, Berwyn North SD 98
- Christine Benson, Retired Superintendent, Mendota High School
- Jennifer Bertino-Tarrant, State Senator, Illinois General Assembly
- Dr. Dale Chapman, President, Lewis and Clark Community College
- Dr. Brent Clark, Executive Director, Illinois Association of School Administrators
- Fred Crespo, State Representative, Illinois General Assembly
- Will Davis, State Representative, Illinois General Assembly
- Dr. Larry Dietz, President, Illinois State University
- Dr. Kenneth Ender, President, Harper College

- Dr. Jennifer Garrison, Superintendent, Vandalia 203
- Phyllis Glink, Executive Director, Irving B. Harris Foundation
- Dr. James Heckman, Professor, University of Chicago
- Dr. Ed Hightower, Executive Director, Mannie Jackson Center for the Humanities Foundation
- Kimberly Lightford, State Senator, Illinois General Assembly
- John Miller, Vice President, Illinois Federation of Teachers
- Mary Morten, Board Chair, Safe Schools Alliance
- Zena Naiditch, President and CEO, Equip for Equality
- Ginger Ostro, Executive Director, Advance Illinois
- Kevin O'Mara, Professor, Concordia University
- Dr. Cristina Pacione-Zayas, Director of Policy, Erikson Institute
- Sylvia Puente, Executive Director, Latino Policy Forum
- Dr. Aisha Ray, Retired Professor, Erikson Institute
- Mimi Rodman, Executive Director, Stand for Children Illinois
- Dr. Kevin Rubenstein, President, Illinois Alliance of Administrators of Special Education
- Jane Russell, Vice President, Illinois Federation of Teachers
- Juan Salgado, Chancellor, City Colleges of Chicago
- Zaldwaynaka "Z" Scott, President, Chicago State University
- Gloria Trejo, Principal, Pioneer Elementary School
- Maria Whelan, President and CEO, Illinois Action for Children
- Dr. Barbara Wilson, Executive Vice President for Academic Affairs, University of Illinois System

*This legislative report was written and edited by the lobbyists of the Illinois Association of School Boards to provide information to the members of the organizations that comprise the Statewide School Management Alliance.*

**Agenda Item No. 18-1211**

**one-five Foundation**

**(No Enclosure)**

**Agenda Item No. 18-1212**

**Finance Committee**

**(No Enclosure)**

**Agenda Item No. 18-1213**

**Equity Committee**

**(No Enclosure)**

**Agenda Item No. 18-1214**

**Superintendent's Communication**

**Committee**

**(No Enclosure)**



**PERSONNEL REPORT WITHOUT SALARIES**  
**December 12, 2018**

The administration recommends the Board of Education's approval for the following:

**1.a. ADMINISTRATION - RECOMMENDATION FOR HIRE**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Benefits Yes/No</b>	<b>Effective Date</b>	<b>Notes</b>
Sabatino, Melissa	Substitute Principal	CR	No	2/2019-TBD	maternity leave

**1.b. ADMINISTRATION - RECOMMENDATION FOR LEAVE OF ABSENCE**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Benefits Yes/No</b>	<b>Effective Date</b>	<b>Notes</b>
Bultemeier, Corey	Director	ESC	Yes	3/2019-TBD	FMLA
Scafidi, Scott	Assistant Principal	PH	Yes	11/19/2018-TBD	FMLA

**2.a. CERTIFIED - RECOMMENDATION TO HIRE**

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Ragauskis, Anne	Bilingual Grade 4	LL	Yes	01/07/2019	replacing Marisela Martinez

**2.b. CERTIFIED - RECOMMENDATION FOR LEAVE OF ABSENCE**

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Ablin, Marilyn	Reading Specialist	VL	Yes	11/15/2018-TBD	FMLA
Jordan, Elizabeth	Orchestra	WCE/WCJH/JA	Yes	11/2/2018-TBD	FMLA
Smart, John	Physical Education	VL	Yes	11/26/2018-TBD	FMLA

**2.c. CERTIFIED - RECOMMENDATION FOR TERMINATION**

Name	Position	School	Effective Date	Notes
Zielinski, Dorothy	Special Education Teacher	GMS	11/19/2018	

**3.a. NON-CERTIFIED - RECOMMENDATION TO HIRE**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Benefits Yes/No</b>	<b>Effective Date</b>	<b>Notes</b>
Aguilar, Maribel	Bus Driver	TRANS	Yes	11/15/2018	replacing Russell Freitas
Balles, Kimberly	Special Education Program Assistant with Personal Care	GMS	Yes	11/09/2018	replacing Dorothy Hewett
Bucaro, Doreen	Secretary	DOI	Yes	11/13/2018	replacing Cheryl O'Neill
Caro, Vanessa	Secretary for Assessments and Gifted Services	DOI	Yes	11/26/2018	rehire
Emmrich, Susan	Bus Aide	TRANS	Yes	10/19/18	replacing Tim Washington
Fulks, David	Special Education Program Assistant with Personal Care	CLA	Yes	11/12/2018	replacing Abby Duran
Chan, Gabie	Special Education Program Assistant with Personal Care	CLA	Yes	12/03/2018	new due to student need
Gudovic, Dragoljub	Special Education Program Assistant	CSJH	Yes	11/07/2018	replacing Rex Meyer
Hernandez, Yanet	Reading Program Assistant	LS	Yes	11/14/2018	replacing Elizabeth Martinez
Kim, Jin	General Education Program Assistant	PH	Yes	11/30/2018	new due to student need

**3.a. NON-CERTIFIED - RECOMMENDATION TO HIRE, cont.**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Benefits Yes/No</b>	<b>Effective Date</b>	<b>Notes</b>
Leland, Lisa	Bus Aide	TRANS	Yes	11/2/2018	new due to student need
Lope, Elizabeth	Bus Driver	TRANS	Yes	10/25/2018	replacing Andy Ostrowski
Ryan, Bennita	Special Education Program Assistant with Personal Care	MJ	Yes	11/26/2018	new due to student need

**3.b. NON-CERTIFIED - RECOMMENDATION FOR CHANGE OF STATUS**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Effective Date</b>	<b>Notes</b>
Ariagano, Erica	Special Education Program Assistant	FCW	11/26/2018-TBD	from 6.25 hr. General Education Program Assistant to 6.50 hr. Special Education Program Assistant
Consiglio, Christine	Lunch Coordinator	GMS	11/14/2018	from Head Cashier to Lunch Coordinator- replaces Zina Rhamoun
Graivier, Robyn	Special Education Program Assistant with Personal Care	FCW	11/26/2018-TBD	addition of Personal Care differential
Lindstrom, Margaret	Special Education Program Assistant with Personal Care	FCW	11/26/2018-TBD	addition of Personal Care differential

**3.b. NON-CERTIFIED - RECOMMENDATION FOR CHANGE OF STATUS, cont.**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Effective Date</b>	<b>Notes</b>
LoPresti, Cynthia	Full Time Permanent Substitute	NTSRV	12/03/2018	from Kitchen Assistant to full time Permanent Substitute -replacing Maureen O'Malley
Newby, Michelle	Special Education Program Assistant with Personal Care	FCW	08/15/2018	voluntary reduction of hours from 4.5 hours to 4.0 hours
Rahmoun, Zina	Assistant Manager	PGJH	11/15/2018	from Lunch Coordinator at GMS to Assistant Manager at PGJH-new position due to student need
Ross, Maureen	Special Education Program Assistant with Personal Care	LL	11/26/2018-TBD	addition of Personal Care differential
Stanczuk, Michelle	Special Education Program Assistant with Personal Care	CSJH	11/26/2018-TBD	from 6.25 hr. General Education Program Assistant to 6.50/hr. Special Education and addition of Personal Care differential
Stellmach, Linda	Special Education Program Assistant with Personal Care	KH	11/26/2018-TBD	from 6.25 hr. General Education Program Assistant to 6.50/hr. Special Education and addition of Personal Care differential
Tomashevskaya, Oksana	Special Education Program Assistant	VL	11/16/2018	removal of Personal Care differential
Tran, Quoc Vu	Custodian	HR	11/09/2018	from substitute Custodian to Custodian-replacing Robert Martin

**3.c. NON-CERTIFIED - RECOMMENDATION FOR LEAVE OF ABSENCE**

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Arndt, Jamie	Bus Driver	TRANS	Yes	11/09/2018-TBD	FMLA
Butterly, Colleen	Secretary	WRS	Yes	12/3/2018-TBD	FMLA
Consiglio, Jaclyn	Coordinator Assistant	WRS	Yes	11/05/2018-TBD	FMLA
Hurd, Charles	Mechanic	TRANS	Yes	11/12/2018-TBD	FMLA
Stempniewicz, Robert	Custodian	WRS	Yes	11/08/2018-TBD	FMLA
Venegas, Jose	Head Custodian	TJ	Yes	11/14/2018-TBD	FMLA
Weller, Cheryl	Program Assistant	FCW	Yes	11/12/2018-TBD	FMLA

**3.d. NON-CERTIFIED - RECOMMENDATION FOR RESIGNATIONS**

Name	Position	School	Effective Date
Barthel, Yana	Special Education Program Assistant with Personal Care	CLA	11/16/2018
Daniel, Ladwana	Bus Driver	TRANS	10/24/2018
Manola, Jacqueline	Bus Driver	TRANS	10/19/2018
Newby, Michelle	Special Education Program Assistant with Personal Care	FCW	12/07/2018
Sittner, Bruce	Custodian	PH	11/14/2018
Suarez Hildago, Violetta	Bilingual Program Assistant	JA	11/09/2018

**3.e. NON-CERTIFIED - RECOMMENDATION FOR DISCIPLINARY ACTION**

Name	Position	School	Effective Date	Notes
Caldwell, Danny	Custodian	PGJH	11/9,11/12,11/13,11/14, and 11/15	five (5) day unpaid suspension, Last Chance Agreement

**3.f. NON-CERTIFIED - RECOMMENDATION FOR TERMINATION**

Name	Position	School	Effective Date	Notes
Heller, Ruth	Substitute Teacher	N/A	12/13/2018	
Rempala, Michael	Bus Driver	TRANS	11/12/2018	expired bus permit
Schultz, Robert	Bus Driver	TRANS	11/05/2018	probationary

**3.g. NON-CERTIFIED - RECOMMENDATION FOR SEPARATION**

Name	Position	School	Effective Date	Notes
Belter, Elizabeth	Office Clerical	CR	10/05/2018	deceased

# **OFFICIAL COPY**

**DISTRICT 15 TRANSPORTATION UNION**

**(IEA-NEA)**

**and the**

**BOARD OF EDUCATION**

**OF**

**COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT 15**

**PALATINE, ILLINOIS**

**2019-2023**



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## **BELIEFS**

As educators, we share these beliefs which guide our efforts to develop life-long learners and responsible decision-makers:

1. We believe that all of our efforts should be directed toward benefiting the well-being of the students entrusted to us.
2. We recognize the importance of people having opportunities for growth, and we encourage innovation and creativity in the pursuit of excellence in education.
3. We believe in the growth of education as a profession and recognize that all associated with education should be involved in setting and implementing standards of professional practice.
4. We are committed to placing educational decision-making in the hands of those involved at the building level. We also appreciate the differences among the various schools of the district.
5. We recognize the importance of broad-based involvement in decision-making, and encourage collaboration and consensus,\* when appropriate, in making educational decisions.
6. We believe that mutual trust and open communication are integral parts of broad-based involvement in decision making.
7. We believe that everyone makes an integral and valuable contribution to the education of our children.

\* For consensus to exist, it is not necessary for every participant to agree in full, but it is necessary for every participant to be heard and, in the end, for none to believe that the decision violates his or her conviction. It is not necessary that every person consider the decision to be the best one.

## **ARTICLE 1**

### **Preamble**

The District 15 Transportation Union believes the common goal of all District employees, in conjunction with the Board of Education, is quality education and the well-being of the children of District 15. To achieve this goal, the Union and the District have agreed upon this formalized method of communication.

## **ARTICLE 2**

### **Recognition**

In accordance with the IELRB's certification, effective April 23, 2009, the Board of Education of Community Consolidated School District 15, Cook County, Illinois (hereinafter referred to as the "District"), recognizes the District 15 Transportation Union, IEA-NEA (hereinafter referred to as the "Union"), as the sole and exclusive negotiating agent for all bus drivers and aides (hereinafter referred to as "Bargaining Unit Members").

Bus drivers and aides shall include all full-time drivers and aides (including substitute drivers and aides) and all part-time drivers and aides employed by the District, excluding Driver Trainers; Dispatchers; the Director of Transportation, the Assistant Director of Transportation; the Routing Coordinator, and all supervisors, managerial and confidential employees as defined under the *Illinois Educational Labor Relations Act*.

## **ARTICLE 3**

### **Union Matters**

#### **A. Information Regarding School Board Meetings**

1. The Union President and/or the President's designee shall be provided with a written notice of all regular and special meetings of the School Board together with a copy of the agenda, the minutes to be approved, and all non-exempt portions of the Board Packet at least twenty-four (24) hours prior to the scheduled time of the meeting. The Board will send the Union President a copy of each School Board meeting video recording.
2. If the officially-approved minutes differ in any way from the unofficial minutes, one (1) copy shall be mailed to or placed in the mailbox of the Union President.
3. The District will make available to the Union President, upon reasonable notice and request, the tentative budget approved budget and audit reports as they become available.
4. The Union President may request matters be placed on the agenda of all regular School Board meetings in accordance with School Board policy.

B. Use of School Facilities

1. The Union shall have the right to use the District mail service, e-mail and Internet service, mailboxes, and bulletin boards for the following purposes: notices of Union meetings, minutes of Union meetings, elections, results of elections, appointment of officers and committees, and social, educational, and recreational activities of the Union.
2. The Union shall have the right to use District facilities for Union business.
3. The District shall provide a Union bulletin board at the transportation office, provided all postings at the transportation office shall be delivered to Bargaining Unit Members by means of the District mail service.
4. The District shall give reasonable advance notice to the Union of any transportation department-wide meetings so that the Union may elect to coordinate a Union meeting immediately before or after the department meeting, provided such Union meetings occur during the non-work hours of attending Bargaining Unit Members. A good faith effort shall be made to allocate twenty (20) minutes of duty-free and unpaid time for a Union meeting before or after the first annual transportation refresher course safety meeting if held in the evening. A good faith effort shall be made to allocate ten (10) minutes of duty-free and unpaid time for a Union meeting before or after all other mid-year safety meetings. However, in all cases, for any individual Bargaining Unit Member in a position which requires the member to be on the job at the time of such meetings, such individual member shall only be permitted to attend that portion of the meeting which does not conflict with his/her job responsibilities.

C. Dues Deduction

1. Not later than September 15<sup>th</sup> of each school year, the District shall provide the Union with a listing of all new and returning Bargaining Unit Members. Thereafter, an updated list shall be provided the 15<sup>th</sup> of each month, beginning October 15<sup>th</sup>.
2. Any Bargaining Unit Member who joins the Union may sign a membership form provided by the Union authorizing the deduction of membership dues. A copy of each membership form shall be provided to the Business Department. Such authorization shall include a waiver of all rights and claims for membership dues deducted and transmitted to the Union and shall further relieve the District and all of its agents of any liability in this matter. Such authorized deductions shall continue in effect from year to year unless rescinded in writing by the Bargaining Unit Member prior to September 5<sup>th</sup> of any new school year. The Union shall annually certify the rates of membership dues. The Union shall forward any names for dues deduction to the Business Office no later than September 30<sup>th</sup> for

the first deduction to be made October 15<sup>th</sup>. Dues shall be equally deducted over the remaining pay periods and remitted to the Union within ten (10) working days following each pay period.

3. The District shall supply the Union with an electronic list of all Bargaining Unit Members and their respective dues upon the first payroll containing the dues deduction and each deduction thereafter.
4. Hold Harmless Provision

In the event any legal action is brought against the District in a court or administrative agency because of its compliance with this Article, the Union agrees to defend such action, at its own expense and through its own counsel, provided:

- a. The District notifies the Union promptly in writing and permits the Union to intervene as a party if it so desires.
- b. The District gives full and complete cooperation to the Union and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels.
- c. The Union shall indemnify and hold harmless the District, its members, officers, agents and Bargaining Unit Members from and against any and all claims, demands, actions, complaints, suits, or other forms of liability that shall arise out of or by reason of action taken by the District for the purposes of complying with the above provisions of this Article, or in reliance of any list, notice, certification, affidavit, or assignment furnished under any of such provisions.
- d. It is expressly understood that this hold harmless provision will not apply to any claim, demand, suit or other form of liability which may arise as a result of willful misconduct by the District.

D. New Bargaining Unit Member Information

The name, address, position, hourly rate of pay, number of hours worked daily, hire date and solo date of newly-hired Bargaining Unit Members shall be provided to the Union within five (5) working days of the newly hired bargaining unit member's solo date. In addition, the personal phone number and personal email address shall be provided if the newly hired bargaining unit member consents to the release of such information.

E. Negotiations

Negotiations will begin at least ninety (90) days prior to the expiration of this Agreement. The impasse procedures of the *Illinois Education Labor Relations Act* will prevail. However, the parties agree to jointly request the services of the Federal Mediation and Conciliation Service at any point when either party so requests.



F. Communication Council

Representatives from the Union and the District will meet on a monthly basis to discuss issues that affect Bargaining Unit Members in the unit.

G. Union Leave

The Board agrees to permit the Union to use up to five (5) days per school year with pay at the Union's discretion for the purpose of conducting official Union business related to District 15. The Union shall provide the District with reasonable advance notice. The Union shall be permitted up to an additional three (3) days per school year with pay, provided that the hourly wages of the replacement Bargaining Unit Member shall be shared 50/50 between the District and the Union.

H. District Documents

Prior to any management representative of the Transportation Department distributing to bargaining unit members any group document which impacts wages, hours or terms and conditions of employment, such representative shall bring a dated copy of any such document(s) to the Union President or designee for acknowledgement of receipt. Upon receipt the Union President or the President's designee shall indicate such acknowledgement of receipt by signing and dating such document(s) and returning it to the District representative. The purpose of this provision is to afford the Union an opportunity to advise the District of any concerns regarding the content of the document(s) prior to distribution. The District representative shall not distribute such document(s) until receipt of such acknowledgement except in cases of emergency. The Union shall respond promptly with its acknowledgement. The aforementioned signature indicating acknowledgment of receipt shall be signed and dated on the final document prior to distribution or posting.

## **ARTICLE 4**

### **Grievance Procedure**

A grievance is defined to be a complaint by any Bargaining Unit Member or the Union based on an event or condition which is claimed or considered to be a violation, misinterpretation, or misapplication of this Agreement.

Each grievance must list the names of the individual(s) directly affected, contain specific relevant facts, identify the relief requested, cite the alleged contract violation, and include a statement of the incident.

The parties acknowledge that it is most advantageous that a Bargaining Unit Member and his or her immediate supervisor resolve problems through free and informal communication. If, however, this process does not satisfy the Bargaining Unit Member or the Union, a grievance may be processed as follows:

## **SECTION A**

1. Nothing contained herein shall be construed as limiting the right of any Bargaining Unit Member to pursue a grievance without intervention of the Union, provided the adjustment is not inconsistent with the terms of this Agreement and does not proceed beyond Step 2 of the grievance procedure.
2. It is agreed that no grievance shall be presented which occurred prior to the effective date of this Agreement.
3. A grievance may be withdrawn at any level and shall be treated as if it were never filed. In the case of withdrawal, each party to the Agreement reserves its right to argue the precedential value (or lack thereof) of the withdrawal with respect to any future grievances, except where such issue is specifically addressed in any grievance settlement agreement.
4. The failure of the aggrieved to act within the time limits set forth will preclude further appeal of the grievance.
5. Time limits set forth in this procedure may be extended by mutual written agreement.
6. For purposes of this Article, "work day" shall be defined as days when school is in session. If a grievance is unresolved at the end of the school year, the time limits will be applied as if school were in session (*i.e.*, summer session days shall be treated as work days except for District holidays, while school year breaks shall not count as work days.)
7. Re-employment or discharge of probationary Bargaining Unit Members is not a proper subject for grievances under the grievance procedure. The re-employment or discharge of non-probationary Bargaining Unit Members shall be grievable, but only to the extent that the grievance involves the alleged violation, misinterpretation or misapplication of this Agreement.

## **SECTION B**

- Step 1: The grievant or the Union shall present a written statement of the alleged violation to the Director of Transportation or his/her designee within twenty (20) working days after the incident giving rise to the grievance. Within ten (10) working days of the receipt of the grievance, the Director of Transportation or his/her designee will confer with the Union and/or grievant in an effort to resolve the grievance. The Director of Transportation or his/her designee shall, within ten (10) work days after the completion of the conference, give his/her written decision. A copy of the decision shall be given to the Union.

Step 2: In the event the grievance has not been resolved in the first step, the Union and/or grievant may appeal to the Superintendent or his/her designee. The appeal shall be made within ten (10) work days after the receipt of the decision of the Director of Transportation or his/her designee. Within ten (10) work days of the receipt of the appeal, the Superintendent or his/her designee shall confer with the Union and/or grievant in an effort to resolve the grievance. The Superintendent or his/her designee, within ten (10) work days following the conference, shall file the written decision and reasons therefore with the grievant and the Union. A copy of the decision shall be given to the Union.

Step 3: Within ten (10) work days after receiving the decision of the Superintendent or designee, the Union may submit the grievance to arbitration.

#### Binding Arbitration:

The arbitrator in his or her decision, shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement. The arbitrator's authority shall be strictly limited to the issue or issues presented by the parties, and the decision must be based solely upon his or her interpretation of the meaning of the express relevant language of this Agreement.

#### Selection Process:

The District and the Union will select a third party to act as an impartial arbitrator and the administrator of the proceedings. The list can be provided by the American Arbitration Association or Federal Mediation and Conciliation Service. Each party shall bear the full costs for its representation in the arbitration proceedings. The parties agree that a court reporter shall transcribe the proceedings unless the parties mutually agree otherwise. The cost of the court reporter, transcript, and arbitrator shall be divided equally between the parties.

## **ARTICLE 5**

### **Personnel Records**

- A. Only one (1) official file shall be kept for each Bargaining Unit Member and such file shall be kept in the District office (except that portions of the file may be segregated within the District office).
- B. A duplicate copy of select documents will be kept for each Bargaining Unit Member at the Transportation Office, and such documents are limited to the following:
  - duplicate copy of the driver's state permit for the past two years;
  - duplicate copy of the driver's state license;
  - duplicate copy of the driver's yearly physical for the past two years;

- duplicate copy of the driver's emergency contact information; and
  - duplicate copy of the driver's medical release(s) and work related medical conditions.
- C. Each Bargaining Unit Member shall have the right, upon reasonable advance request, to review the full contents of his/her official personnel file maintained at the District office, except for those items exempt by law. If advance notice is required, it shall not be greater than two (2) full business days prior to the date requested for review. A Bargaining Unit Member shall have the right to representation at such review.
- D. A Bargaining Unit Member shall have the right to attach dissenting material to any item in the file, provided such dissenting material shall be submitted no later than forty-five (45) calendar dates following the Bargaining Unit Member's receipt of the item placed in the file.
- E. A Bargaining Unit Member may obtain a copy of the information or part of the information contained in his or her personnel record, except for those items exempt by law.
- F. The District shall not divulge a disciplinary report, letter of reprimand or other disciplinary action to a third party, to a party who is not a part of the District's organization, or to a party who is not a part of the Union, without written notice.
- G. All non-exempt communications in the personnel file (as defined under the *Personnel Record Review Act*, 820 ILCS 40/0.01), including evaluations by supervisors or administrators, commendations, and validated complaints directed toward the Bargaining Unit Member which are included in his/her official personnel file, shall be signed and dated by the Bargaining Unit Member prior to being placed in the file. The Bargaining Unit Member must sign the written material when shown; however, the signature does not indicate agreement. A copy of any material placed in a personnel file shall be provided to the Bargaining Unit Member at the same time that the material is shown to the Bargaining Unit Member, unless the material is exempt from disclosure.
- H. In order for disciplinary or other material regarding complaints made against a Bargaining Unit Member to be placed in a personnel file, such material must be verified with dates, times, places, supporting documentation, or other supporting evidence confirming the accuracy of such complaint(s). The name(s) in support of the complaint, as well as the names of all other parties involved, must also be included to the extent permitted by law. The parties acknowledge that a mere presumption of guilt does not constitute a verified complaint in the absence of supporting documentation.

The Union shall be copied on all letters of discipline.

## **ARTICLE 6**

### **Disciplinary Action**

- A. From time to time, it may be necessary to initiate disciplinary action against a Bargaining Unit Member for misconduct or other unsatisfactory work performance.
- B. No Bargaining Unit Member shall be disciplined or discharged without just cause.
- C. The Union shall be notified in advance of all matters involving potential Bargaining Unit Member discipline or discharge, and shall be notified of all final District decisions involving Bargaining Unit Member discipline or discharge.
- D. The disciplinary procedure for non-probationary Bargaining Unit Members is subject to the grievance procedure.
- E. Job Abandonment/Unapproved Absences

Bargaining Unit Members are expected to come to work. If a Bargaining Unit Member is absent without District approval, the District may charge the Bargaining Unit Member with job abandonment. If so, the Bargaining Unit Member shall be contacted via certified letter giving notice of the charges and an opportunity to meet with the District representative to explain the absence. Failure to respond within five (5) working days of receipt of the letter and/or failure to provide an acceptable excuse for the unapproved absence may be considered job abandonment and, if so, shall result in discharge. If in the opinion of the District, the facts do not indicate job abandonment, the District may consider lesser forms of discipline for unapproved absence.

## **ARTICLE 7**

### **Seniority**

- A. Seniority shall be defined as the total continuous length of service with the District as a Bargaining Unit Member within the specific job category as specified in paragraph C below. Seniority shall begin upon the successful completion of the probationary period and be retroactive to the Bargaining Unit Member's first day of work in a position within this Bargaining Unit.
- B. Seniority shall accrue for full-time Bargaining Unit Members at the rate of one year for each year worked. All part-time Bargaining Unit Members shall accrue seniority at one-half the rate of full-time Bargaining Unit Members.
- C. Seniority will be category-specific within the following two categories:
  - Bus Drivers (includes Drivers, Substitute Drivers, Part-time Drivers);
  - Bus Aides (includes Aides, Substitute Aides, Part-time Aides).

- D. Seniority will transfer from one position within this bargaining unit to another position within this Bargaining Unit, provided that no Bargaining Unit Member shall appear on more than one seniority list at any given time. A Bargaining Unit Member will carry seniority within his/her category-specific position.
- E. Seniority will be preserved but not accrue when a Bargaining Unit Member is on an approved leave of absence of more than sixty (60) days, while employed by the District in any non-Bargaining Unit position or as may otherwise be required by law. Leaves of absence of sixty (60) days or less shall continue to accrue seniority.
- F. If a District managerial employee accepts a position within the Bargaining Unit, (s)he will receive seniority in the bargaining unit according to the following guidelines:
- The District managerial employee will retain all seniority for all non-managerial District employment within the transportation department earned prior to July 1, 2009.
  - Any employment as a District managerial employee for such non-bargaining unit service on or after July 1, 2009, shall result in no seniority earned during that time.
- G. Seniority shall only be forfeited as a result of the employee no longer being employed by the District or the employee accepting a position within another Bargaining Unit.
- H. Updated seniority lists which reflect seniority within each job classification shall be prepared monthly and will be posted at the transportation office. One copy will be sent to the Union President.

## **ARTICLE 8**

### **Reduction-In-Force**

- A. In the event there is a reduction in the Bargaining Unit, notice to the affected Bargaining Unit Members shall be given no later than thirty (30) calendar days prior to the date of removal and otherwise in accordance with section 10-23.5 of the *School Code*. Layoffs shall be on the basis of Bargaining Unit Member seniority within the job category affected. A Bargaining Unit Member so reduced from a job category may bump the least senior Bargaining Unit Member within the same job category and whose job (s)he is able to perform.
- B. The District shall maintain and provide to the Union a monthly up-to-date seniority list showing the Bargaining Unit seniority of all Bargaining Unit Members in each job category.
- C. Recall of reduced Bargaining Unit Members shall extend for a period of one calendar year from the beginning of the school term following the school term within which the Bargaining Unit Member was removed. Recall shall be in the reverse order of layoff

with those of greatest Bargaining Unit seniority being recalled first within the specific job category. Bargaining Unit Members on layoff shall maintain a current address and phone number with the District. Any Bargaining Unit Member failing to respond to such recall notice within five (5) working days of such notice or refusing such position will relinquish all recall rights and all seniority.

- D. All benefits to which a Bargaining Unit Member was entitled at the time of his/her layoff, including unused accumulated sick leave, seniority, and wage placement will be restored to the Bargaining Unit Member upon his/her return to active employment if re-employed within the recall period.

## **ARTICLE 9**

### **Probationary Period**

- A. New Bargaining Unit Members will have a probationary period of one hundred twenty (120) work days, starting on the first day of work in the Bargaining Unit position. The probationary Bargaining Unit Member's supervisor will discuss any issues and/or concerns that arise during the probationary period with the Bargaining Unit Member in advance of the end of that period in order to provide time to remediate deficiencies. A probationary Bargaining Unit Member may be discharged without recourse at any time prior to the end of the probationary period. The discharge of a probationary Bargaining Unit Member shall not be subject to the provisions of the grievance procedure of this Agreement. For purposes of this Article, successful completion of probation shall only entitle the Bargaining Unit Member to the rights articulated in Article 6.
- B. Probationary Bargaining Unit Members will be paid at the starting wage placement.
- C. For purposes of this article, a work day is defined as those days for which the Bargaining Unit Member reported to work. Any absence, regardless of cause, shall not count as a work day for purposes of this Article.

## **ARTICLE 10**

### **Evaluation**

- A. All non-probationary Bargaining Unit Members shall be evaluated at least once every two (2) years. An effort shall be made so that evaluations may be concluded by May 15 of each given year. In the event an evaluation is not concluded by May 15, the Bargaining Unit Member shall be given reasonable advance notice as to when the evaluation will be concluded. Probationary Bargaining Unit Members shall be evaluated as needed. The following sections of this Article shall only apply to non-probationary Bargaining Unit Members.
- B. An evaluation conference shall be held between each Bargaining Unit Member and the Evaluator. Bargaining Unit Members must sign the evaluation form to acknowledge

receipt of the evaluation. A signature does not imply agreement with the content of the evaluation.

- C. The time allotted to any corrective process shall be determined by the severity and nature of the deficiency. If a Bargaining Unit Member is placed on a corrective plan, notice will be sent to the Union.
- D. The Bargaining Unit Member shall be able to submit written comments, provided such comments are submitted no later than thirty (30) work days from receipt of the evaluation. Such comments and all written evaluations are to be placed in the Bargaining Unit Member's official personnel file.
- E. Concerning the creation, implementation, and use of the new evaluation plan, both the Union and the District retain all rights granted to both by the *Illinois Educational Labor Relations Act* (IELRA).

## **ARTICLE 11**

### **Vacancies Outside The Bargaining Unit**

- A. All vacancies outside of the Bargaining Unit shall be posted on the District website.
- B. A vacancy does not occur if the position is filled by recall, redeployment or reassignment of a current District employee.
- C. If a Bargaining Unit Member wishes to apply for a position which is outside the Bargaining Unit, that Bargaining Unit Member will have his/her file reviewed and be allowed to interview for the position at the discretion of the District.

## **ARTICLE 12**

### **Subcontracting**

- A. The District agrees that upon the District's decision to seek bids for the subcontracting of any work performed by any Bargaining Unit Member, it shall:
  - Notify the Union in writing of its decision to seek bids at least six (6) months in advance of subcontracting so as to allow a reasonable opportunity for negotiations with the Union; and
  - Meet with the Union prior to awarding contracts for the purpose of negotiating alternatives to subcontracting of bargaining unit work, if the Union so requests in writing.
- B. Notwithstanding the foregoing, the parties acknowledge that the District shall be allowed to continue its past practice of using outside transportation/busing services as a supplement for bargaining unit work. Examples of past practice include the following:



- the use of taxi services to transport students whose special circumstances make it impractical to transport them on a bus;
- the use of outside busing services to transport students from the Arlington Heights racetrack; and
- the use of outside busing services to transport students in emergency situations, including when not enough buses or drivers are available to transport students.

Additionally, the parties acknowledge the District shall be allowed to continue its past practice of using non-Bargaining Unit Members who are District 15 employees as a supplement for bargaining unit work. Such non-Bargaining Unit Members will be allowed to select routes after all Bargaining Unit Members have selected routes.

## **ARTICLE 13**

### **Work Day**

#### **A. Definitions**

1. Full-time drivers and full-time aides shall be defined as those Bargaining Unit Members employed in a position which regularly requires five (5) work hours per day.
2. Part-time drivers and part-time aides shall be defined as those Bargaining Unit Members employed in a position which regularly requires less than five (5) work hours per day.
3. Notwithstanding the provisions in section A of this Article, the full-time and part-time status for drivers and aides for insurance eligibility purposes shall be made pursuant to Section E of Article 20 (Compensation and Benefits).

#### **B. Required minimums for drivers and aides:**

- 1 hour for each mid-day route\*
- 1 hour for each extra route\*
- 1 hour for each extra assignment\*
- 1 hour for each emergency event\*
- 2 hours for each total summer session morning assignment\*
- 2 hours for each total summer session afternoon assignment.\*

\* Indicates prior authorization for payment must be obtained.

#### **C. Duties**

1. Driver Duties. During regular paid work hours within the driver's regular job assignment, a driver is expected to use non-driving paid time to attend to duties which are reasonably connected with his/her job. However, if a driver has no paid time

remaining after a route has been driven, the District will pay the driver his/her regular rate of pay to complete duties which are reasonably connected with his/her job, which include, but are not limited to, the following:

- Pre-trip inspection\*
- Post-trip inspection\*
- Student behavior write-ups
- On-bus video review
- Returning forgotten item left by student
- Fueling the bus
- Sweeping the bus\*
- Bilingual translation services for the District
- No-child-left-on-bus inspection\*
- Mandatory meetings with the District
- Delivery of bus for mechanical servicing and
- Route adjustment/review meetings with the District.

\* NOTE: All of the above duties without an asterisk require prior authorization for compensation if outside regular paid work hours. However, for those duties with an asterisk, it is assumed that such duties will be completed within the regular paid work hours of the driver's regular job assignment. If there are special circumstances as a result of which these duties are not completed within the regular paid work hours of the driver's regular job assignment, prior authorization for payment must be obtained in order to qualify for additional compensation.

2. Aide Duties. During regular paid work hours within the aide's regular job assignment, an aide is expected to use non-aiding paid time to attend to duties which are reasonably connected with his/her job. However, if an aide has no paid time remaining after a route has been aided, the District will pay the aide his/her regular rate of pay to complete duties which are reasonably connected with his/her job, which include, but are not limited to, the following:

- Student behavior write-ups
- Returning forgotten item left by student
- Assisting driver with sweeping the bus
- No-child-left-on-bus inspection\*
- Bilingual translation services for District
- Mandatory meetings with the District
- Route adjustment/review meetings with the District.

\* NOTE: All of the above duties without an asterisk require prior authorization for compensation if outside regular paid work hours. However, for those duties with an asterisk, it is assumed that such duties will be completed within the regular paid work hours of the aide's regular job assignment. If there are special circumstances as a result of which these duties are not completed within the regular paid work hours of the aide's regular job assignment, prior authorization for payment must be obtained in order to qualify for additional compensation.

D. Cancelled Assignment

1. In the event an extra assignment is cancelled, the District shall give notice at least two (2) hours prior to the time the Bargaining Unit Member is scheduled to report for duty. If such notice is given, the Bargaining Unit Member will receive no pay.
2. If the District fails to give notice two (2) hours prior to the time the Bargaining Unit Member is scheduled to report for duty, the Bargaining Unit Member shall receive one (1) hour of pay provided that the Bargaining Unit Member reports for duty for one (1) hour to complete duties reasonably connected with his or her job, which include, but are not limited to the duties listed in C above. The Director or designee and the Bargaining Unit Member may mutually agree that such Bargaining Unit Member need not report for duty and may forego the related compensation.
3. When non-school day trips are cancelled and the District fails to give notice twelve (12) hours before the Bargaining Unit Member is scheduled to report for duty, two (2) hours will be paid to the Bargaining Unit Member provided that the Bargaining Unit Member reporting to duty for two (2) hours to complete duties reasonably connected with his or her job, which include, but are not limited to the duties listed in C above. The Director or designee and the Bargaining Unit Member may mutually agree that such Bargaining Unit Member need not report for duty and may forego the related compensation. A non-school day is defined as a day when school is not in session.

## **ARTICLE 14**

### **Types of Routes and Assignments**

- A. Morning Assignments. These assignments are regularly scheduled routes and/or duties that generally occur between 5:30 a.m. and 9:45 a.m.
- B. Afternoon Assignments. These assignments are regularly scheduled routes and/or duties that generally occur between 1 p.m. and 5 p.m.
- C. Mid-Day Routes. These assignments are regularly scheduled mid-day routes and/or duties that generally occur between 9:45 a.m. and 2 p.m.
- D. Extra Routes. These routes are regularly scheduled routes which occur at various times throughout the day. These assignments include, but are not limited to, the following:
  - band routes
  - homework routes
  - activity routes
  - CARE routes
  - student shuttle routes
  - summer school routes
  - employee shuttle routes
  - mail routes

- camp routes
  - checking fluids and
  - bus safety test lane inspections.
- E. Extra Assignments. These assignments are not regularly scheduled routes and/or duties. These assignments occur at various times throughout the day. These assignments include, but are not limited to, the following:
- sport trips
  - field trips
  - bus evacuation drills
  - community based trips
  - “Road”-eo event
  - big truck event
  - warming buses
  - start-of-school year phone banking and
  - washing harness belts.
- F. Emergency Events. These assignments are not regularly scheduled, and by definition, are related to emergency events. The District may assign drivers and aides to these emergency events as needed.
- school emergency evacuation
  - inclement weather route changes
  - unanticipated and sudden District needs.

## **ARTICLE 15**

### **Job Descriptions**

- A. Job descriptions for new positions or proposed changes for current job descriptions will be discussed at Communication Council meetings.
- B. Concerning the creation, implementation, and use of new job descriptions, both the Union and the District retain all rights granted to both by the *Illinois Educational Labor Relations Act* (IELRA).

## **ARTICLE 16**

### **Posting and Selection of Routes, Other Assignments and Buses**

- A. General Guidelines
1. **Route Creation.** The District retains its discretion to define routes and other assignments, including the combination thereof (a.k.a. “packaging”). However, in exercising such discretion, the District shall take into consideration factors including, but not limited to, the following:

- District needs regarding cost and efficiency
- Geographic location of buildings, buses, driver, and students
- Bargaining Unit Member needs regarding hours worked
- Bargaining Unit Member needs regarding insurance eligibility.

Once a route set has been packaged for the purpose of initial route selection, the District shall not redistribute or repackage individual components of that route set without first notifying the Union President or designee of the reason(s) for such redistribution or repackaging.

2. Right of Assignment. In the rare instance of the District's inability to fill a route or other assignment, the District retains the right to assign the route or assignment to the least senior Bargaining Unit Member by job category as defined in this Agreement.

B. Annual Notice and Annual Selection of Routes, Other Assignments and Buses for Drivers and Aides

1. For all routes and other assignments, the District shall provide Bargaining Unit Members with written notice of the date(s), time(s) and location(s) for the annual selection of routes and other assignments.
2. Such written notice may be served via mail or personal delivery. If mailed, such notice shall occur in a timely manner, but no later than five (5) calendar days prior to the required time for annual selection.
3. The Union President or designee shall be permitted to be present for the annual selection process provided the work hours of his/her job assignment do not conflict with such selection process.
4. In addition to the five (5) calendar day notice requirement of provision B.2 above, the District shall also provide Bargaining Unit Members with written notice of the tentative date(s), time(s) and location(s) for the upcoming annual selection process, no later than the end of the preceding school year.
5. Five (5) working days prior to the annual selection process, the District shall provide the Union President or his/her designee with a copy of the seniority list for drivers, the seniority list for aides, the list of routes and/or assignments available for selection, and the dates and times of selection for each individual driver and aide. For purposes of this provision "working days" shall be defined as days on which the business office is open.
6. All routes and assignments shall include the following information, if known:
  - tentative start date

- tentative end date
  - the transportation worksite assigned, with the exception of substitute drivers and substitute bus aides who will receive a daily assignment to base or any out lot
  - tentative stops
  - estimated number of students
  - estimated number of minutes per route
  - estimated number of hours per day
  - estimated number of days per week and per school year if different than the regular school work year
  - a copy of the route and/or assignment
  - designated pool of buses available for selection, where applicable;
  - designated parking location
  - information on any mid-day route(s) or assignment(s) included with the initial route or assignment
  - fuel time
  - allocation of bus aide on route
  - transport of wheelchair(s) on route
  - assistive transport device usage on route (e.g., safety vests, car/star seats, walkers, etc.)
  - transfer of bus aide from one bus to another.
7. On the date of the selection process, the District shall make an effort to make the following additional information available to drivers and/or aides who may so request:
- bus passenger size
  - type of bus (conventional or transit)
  - optional equipment (including air seats, air brakes, push button doors)
  - age of the bus
  - other features of the bus.
8. The annual selection process shall be based upon seniority within the applicable job category (*i.e.*, driver or aide), as defined in this Agreement. The selection process shall begin with the most senior Bargaining Unit Member in each job category and continue in order of descending seniority. For the extra route identified as “checking fluids,” the District will use seniority, good attendance, proper licensing (when applicable) and ability to lift a 30 pound hood as selection criteria for this position.
9. Selection shall be made either in person or by proxy (see B.10 below). The Bargaining Unit Member, or his/her proxy if applicable, shall inform his/her supervisor of his/her selection, which shall be recorded by the supervisor and signed by the Bargaining Unit Member. A Bargaining Unit Member will not be permitted to participate in the annual selection process, either in person or by

proxy, if that individual has been on a long-term medical leave immediately preceding route selection and has not been medically released as fit and ready for duty on the first day of work. For the purposes of this article, “long-term medical leave” is defined as 1) an illness-related absence from work of ninety (90) consecutive work days or more or 2) at least ninety (90) intermittent work days within the past one hundred twenty (120) work days prior to the annual route selection process.

10. If a Bargaining Unit Member cannot be present for the annual selection process, the Bargaining Unit Member may make his/her selection by proxy (via a proxy form which appears as Appendix A of this Agreement), subject to the terms of this Agreement. The selection shall be made by seniority as indicated in provision B.8 above. The proxy form shall be signed by the Bargaining Unit Member. The signed proxy shall be submitted in person, via mail, via facsimile or may be attached to an email. Telephonic or other verbal communications shall not be acceptable except by the written agreement between the Director or designee and the DTU President or designee.
11. If a Bargaining Unit Member cannot be present for the annual selection process and fails to submit a proxy form in accordance with the terms of this Agreement, the selection shall be made by the Director or designee.
12. Within seven (7) calendar days following completion of the annual selection process, the Director or designee shall provide the DTU President or designee with a listing of all driver and aide routes, other assignments and bus selections.
13. The following criteria shall apply to dry-runs:
  - Dry-runs shall occur within two (2) work days after the date of the annual selection process.
  - Dry-runs shall occur as close to real time circumstances as is possible.
  - Drivers shall be paid their regular rate of pay for the dry-run, but no less than a minimum of two (2) hours pay.
14. The District retains discretion in defining routes and other assignments. The District also acknowledges it will make a reasonable effort to not change a Bargaining Unit Member’s chosen route or assignment by more than twenty (20) minutes and to keep the number of students assigned to a route consistent. If a Bargaining Unit Member’s chosen route or assignment is changed by more than twenty (20) minutes, or if the number of students assigned to a route significantly changes, the District shall take into consideration factors including but not limited to, the following:
  - District needs regarding cost and efficiency
  - Geographic location of buildings, buses, driver and students

- Bargaining Unit Member needs regarding hours worked and
- Bargaining Unit Member needs regarding insurance eligibility.

In the event a chosen route or other assignment is changed beyond twenty (20) minutes, or if the number of students assigned to a route significantly changes, the District retains the discretion to do so provided the District shall notify the Bargaining Unit Member and the DTU President or designee so that either may request an opportunity to discuss the changes. The District will make a reasonable effort to accommodate requests for alternate routes or assignments resulting from changes to chosen routes or assignments of more than twenty minutes.

15. Once a driver has selected a bus, the District shall make a reasonable effort to maintain the selected bus assignment. Normal and customary preventative maintenance shall be scheduled so that bus availability is minimally impacted.

C. New Routes and/or Other New Assignments or Other Vacancies Which Occur After the Annual Selection Process

1. For new routes and/or other assignments or other vacancies which occur after the annual selection process, written notice shall be given to the Bargaining Unit Members in a timely manner.
2. Those Bargaining Unit Members interested in the position shall be required to notify the District in writing. From among those who notify the District, selection shall be based upon seniority within the applicable job category (*i.e.*, driver or aide), with selection beginning with the most senior and continuing in order of descending seniority, unless the District can demonstrate that it is in the best interest of the District to offer the new route or assignment or vacancy to any other driver of an existing package based on factors similar to those listed in paragraph A above.
3. The DTU President or designee shall be notified of the name of the Bargaining Unit Member who fills a vacancy.

D. Selection of Extra Assignments

1. Extra Assignment Availability. Lists of available drivers and aides shall be posted by the District on a quarterly basis. All drivers and aides will be given the opportunity to have their names placed on such availability lists.
2. Using the Extra Assignment Availability List, the selection of driver extra assignments shall be on the basis of rotating seniority within job categories (*i.e.*, each driver shall be permitted an opportunity for one extra assignment selection or denial). Starting with the most senior driver whose name is on the Extra Assignment Availability List, each driver whose name is on the Extra Assignment



Availability List shall be given an opportunity to select or deny the offer of an extra assignment. Selection, denial, and/or failure to respond shall count as a selection, thus making the next available route or other assignment available to the next most senior person on the Extra Assignment Availability List. The inability to accept the Extra Assignment based on the forty (40) hour work week limitation, shall not count as a selection, thus making the next person on the list eligible, but allowing the driver refusing the route to have the first choice in selecting the next available extra assignment. If the Extra Assignment Availability List is exhausted, the selection process shall restart with the most senior Bargaining Unit Member on the Extra Assignment Availability List. The same shall be the process for aide extra assignments.

3. The DTU President or designee will receive a copy of the quarterly Extra Assignment Availability List and a listing of all weekly extra assignments and names of the Bargaining Unit Members who received such assignments.
4. Retaining of Bus. If a driver selects an Extra Assignment, and that driver's normally designated bus accommodates the capacity of the Extra Assignment, the District at its discretion may allow the driver to use his/her normally designated bus for the Extra Assignment.
5. Bargaining Unit Members who notify the District that they have affirmatively accepted an Extra Assignment, as described in the paragraph below, and/or the extra route assignment known as "checking fluids," as described in the paragraph below, shall not be permitted to hand-back the assignment, or otherwise refuse to fulfill the requirements of the assignment, unless there is a bona fide emergency. Bargaining Unit Members who do not meet this expectation may be subject to discipline.
6. Extra Assignment Protocols
  - a. The District shall provide Bargaining Unit Members with an explanation of the process used to allocate extra assignments, with such explanation occurring twice yearly at the Back to School and Annual Safety Refresher Course meetings.
  - b. On a weekly basis the District shall update the Extra Assignment Log Book and provide the DTU President or designee with a copy of the updated Log Book charts.
  - c. Field trips shall be assigned no further than one (1) week in advance. Such assignments shall occur on Thursday for the following Monday through Saturday.
  - d. The Bargaining Unit Member shall be obligated to accept or decline the assignment within twenty-four (24) hours of said notice. The failure to respond to such notice within twenty-four (24) hours will be considered a denial of the assignment and the assignment will be offered to the next most

senior person on the Extra Assignment Availability List, as described above. If the Bargaining Unit Member did not receive adequate notice of the assignment because the District did not provide advance notice as described in this paragraph, the affected Bargaining Unit Member will not be subject to discipline if he/she finds it necessary to hand-back the assignment.

## **ARTICLE 17**

### **Training**

#### **A. New Driver Training**

1. The driver must present the District with his/her State Driving Record Abstract ("SDRA"). The District will reimburse the driver for the ordinary fees associated with obtaining a copy of the driver's SDRA.
2. The District will pay the ordinary fees associated with mandatory criminal background checks, fingerprinting, and the ordinary health physical as may be required at the time of employment.
3. During the new driver training period, new drivers will be trained on how to use the District's computer network and how to complete all electronic forms related to normal job duties.
4. Upon DTU's request, additional behind-the-wheel training may be granted to a driver at the sole discretion of the District.
5. A driver who does not already possess his/her CDL license will be paid at the rate of \$10.50 per hour for the time necessary to successfully complete the state required behind-the wheel CDL road test. A driver shall be paid for only one opportunity, with such payment to be made after the District's behind-the-wheel training is concluded.
6. A driver who does not already possess his/her CDL license will be paid at the rate of \$10.50 per hour to attend the state's School Bus Safety Program after the state required behind-the-wheel CDL road test is completed.
7. The training rate of pay for a new driver (prior to the solo route) will be \$10.50 per hour. At the commencement of the driver's first solo route, that driver will be paid in accordance with Article 20 of this Agreement.

#### **B. New Aide Training**

1. The District will pay the ordinary fees associated with mandatory criminal background checks, fingerprinting, and the ordinary health physical as may be required at the time of employment.

2. Upon the Union's request, additional on-the-bus training may be granted to an aide at the sole discretion of the District.
3. The training rate of pay for a new aide (prior to completion of on-the-bus training) will be \$10.10 per hour. After completion of on-the-bus training, an aide will be paid in accordance with Article 20 of this agreement.

C. Drivers - Mandated Annual Safety Refresher Course

1. The District will provide an annual Safety Refresher Course to all Drivers.
2. This training will last no less than those hours required under Illinois State law.
3. Notice of the date of this training will be given ninety (90) days in advance.
4. Drivers will be paid for this training at their regular rate of pay.
5. The District will send documentation of a Driver's successful completion of the annual Safety Refresher Course to the following:
  - The appropriate driver
  - The appropriate government authorities.
6. Drivers may be allowed to enroll in an alternate safety refresher course in lieu of the annual safety refresher course arranged by the District, provided the driver:
  - requests and receives the written consent of the Director of Transportation or designee; and
  - provides the Director of Transportation or designee with written proof of registration in a course that meets state requirements at least thirty (30) calendar days prior to the District provided course; and
  - provides Director of Transportation or designee with proof of satisfactory completion of the course prior to the required renewal date; and
  - agrees that the driver shall enroll at his/her own cost and shall not be paid for attending the alternate course.

D. Aides – Annual Safety Refresher Course

In the event the District requires aides to attend an annual refresher course coinciding with the annual Safety Refresher Course for drivers (as described in section C above), the aides will be paid at their regular rate of pay for actual time spent attending the refresher course.

E. Professional Development for Drivers and Aides

With at least ninety (90) calendar days' notice to the Union and its members, the District may designate additional mandatory work days with pay during the school year or within reasonable proximity to the start or end of the school year to be used for professional development of Bargaining Unit Members. Each year, some portion of the professional development shall include training for all Bargaining Unit Members who transport special education students.

F. Mentoring Program

The District shall establish a mentoring program for drivers and aides. The District shall establish mentor qualifications (including seniority) and a job description. Bargaining Unit Members appointed by the District shall be paid their regular hourly rate for each hour of approved mentoring, plus \$2.50 additional per hour. Timesheets shall be required to verify proof of time worked.

**ARTICLE 18**  
**Working Conditions**

A. Mandated Physicals

The District shall provide the Union President or his/her designee with notice of the physical exam standards for bargaining unit positions as may be required by the District, as well as notice of any changes which may occur from time to time. Both the Union and the District retain all rights granted to both by the *Illinois Educational Labor Relations Act* (IELRA).

B. Driver Who Permanently or Temporarily Chooses Assignment as an Aide

If a driver permanently or temporarily chooses an assignment to be an aide, that aide who was once a driver will be paid at the same rate as an aide who has the same or similar seniority status.

C. Aide Who Permanently or Temporarily Chooses Assignment as a Driver

If an aide permanently or temporarily chooses to be a driver, that driver who was once an aide will be paid at the same rate as a driver who has the same or similar seniority status

D. Duty Related Injury

1. In the event a Bargaining Unit Member is injured on the job as a direct result of working within the scope of his/her employment and assigned duties, he/she may elect to coordinate available paid leave days with eligible workers' compensation benefits or elect to preserve paid leave days while receiving eligible workers' compensation benefits.

2. With reasonable advance notice to the Bargaining Unit Member, the District may elect to offer light duty in an educational support position within the District to the affected Bargaining Unit Member, but the District shall not be required to do so.
3. Bargaining Unit Members who are continuously absent from work for a period of one hundred eighty (180) consecutive work days or one hundred eighty (180) intermittent work days within twelve (12) months will be deemed permanently disabled. That Bargaining Unit Member will then be terminated upon whichever occurs later: (1) the end of the work day period referred to above or (2) the exhaustion of the Bargaining Unit Member's sick leave.

E. Hazardous and Unsafe Conditions

1. Bargaining Unit Members shall bring to the immediate attention of the District any situation considered to be unsafe or unhealthy. If the District determines that the situation is unsafe or unhealthy, but that work needs to continue, alternative work arrangements will be made. If the District determines that working conditions pose a threat to the health or safety of students, every effort shall be made to correct the condition(s), without loss of pay or regular working hours to affected Bargaining Unit Members. In the event of a school closure due to hazardous or unsafe conditions, the District shall bargain the impact of such change with the Union upon the Union's written request.
2. The District shall make reasonable efforts to ensure a safe working environment.
3. Safety issues shall be referred to the District.
4. The District shall inform the involved Bargaining Unit Members as soon as reasonably possible when such Bargaining Unit Members are potentially exposed to chronic communicable diseases as defined by the Center for Disease Control, if known. The Bargaining Unit Member shall also be provided information regarding prevention and protection from such diseases. No information shall be released in violation of privacy laws.

F. Damage to Personal Property

The District shall reimburse a Bargaining Unit Member for the cost of replacing or repairing his/her eye glasses and/or hearing aid if such property was damaged or destroyed as a result of a physical assault by a student or in the act of protecting oneself, another employee, student, or parent from possible injury. The benefits of this provision shall be contingent upon the Bargaining Unit Member giving written notice to the District within twenty-four (24) hours of the incident, when reasonably possible. The incident leading to the damage must not be related to any type of misconduct on the part of the Bargaining Unit Member.

G. Transportation Employee Handbook

1. A copy of the *Transportation Employee Handbook* will be distributed to each Bargaining Unit Member beginning in the 2010-2011 school year. In following years the handbook will be given to all new Bargaining Unit Members. Updates and modifications will be distributed to all Bargaining Unit Members.
2. The *Transportation Employee Handbook* will be posted on-line.
3. The *Transportation Employee Handbook* will be reviewed yearly with the Union and District.
4. The District and the Union will review and consult regarding update of the *Transportation Employee Handbook* no later than June 1<sup>st</sup>, of each year.
5. Items contained in the *Transportation Employee Handbook* are not subject to the grievance procedure. However, if the District makes any modification to the *Transportation Employee Handbook* that affects a term or condition of employment within the meaning of the IELRA, the Union will first be notified in writing and will be given the opportunity to bargain.

H. Post-Hire Licensing

The District will pay the ordinary fees required for each Driver to 1) renew his/her school bus driver permit, and 2) renew his/her CDL endorsements required to drive a school bus. However, the District shall not pay the fees required for each Driver to renew their basic, Class D, driver's license required to drive a small passenger vehicle, not designed to transport sixteen (16) or more people.

**ARTICLE 19**  
**Leaves**

A. Illness or Injury Leave

1. Each Bargaining Unit Member shall receive ten (10) sick days annually upon reporting to work. Such days shall be used for illness or injury without loss of salary. If a Bargaining Unit Member has accumulated eighty-nine (89) sick days by June 30 of any given year, the above formula shall be modified such that the Bargaining Unit Member shall receive fifteen (15) sick days annually.
2. Sick day accumulation is unlimited.
3. Sick leave is interpreted as absence due to:

- Illness or injury on the part of the Bargaining Unit Member, any member in the Bargaining Unit Member's immediate family, or any designated person sharing the Bargaining Unit Member's residence on a permanent basis
  - Quarantine at home
  - Death in the immediate family, household, or person sharing the Bargaining Unit Member's residence on a permanent basis and
  - Birth, adoption, or placement for adoption, not to exceed thirty (30) sick leave days per occurrence except as otherwise provided by this Agreement or prevailing law.
4. Immediate family is defined as parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, daughters-in-law, sons-in-law, and legal guardians of or for the Bargaining Unit Member.
  5. The District may require documentation from a physician licensed to practice medicine, or a properly authorized physician assistant, as a basis for pay and verification of the appropriate use during leave after an absence of three (3) consecutive days for personal illness or injury, or as it may deem necessary in other cases.
  6. If the District does require documentation as a basis for pay during leave of less than three (3) consecutive days, the District shall pay the expenses incurred by the Bargaining Unit Member that is not covered by insurance in obtaining the physician's certificate and provide written reason for such request to the Bargaining Unit Member and to the Union. In such circumstances, the District may direct the Bargaining Unit Member to a District appointed physician.
  7. A Bargaining Unit Member working less than a full work year shall accrue sick leave on a pro-rated basis. A Bargaining Unit Member earns sick leave for the first month of employment if his/her start date is on or before the 15<sup>th</sup> day of the month.
  8. A Bargaining Unit Member shall not receive payment for accumulated sick days.
  9. The type of documentation required for sick leave and medical accommodations is contained in Appendix B.
  10. The District shall typically adhere to the following documentation timeline:
    - a. For use of sick leave of less than three (3) consecutive days, Employees shall be required to provide no documentation unless there is reasonable suspicion regarding wrongful use.
    - b. For use of sick leave of three, four, or five (3, 4, or 5) consecutive days, a doctor's note shall be sufficient, if the District requests Employee documentation.
    - c. For use of sick leave of six (6) or more consecutive days Employees shall be required to complete the medical documentation contained in Appendix C. However,

Employees shall have up to fourteen (14) calendar days to produce such documentation provided that a doctor's note is received before returning to work.

- 1) An Employee may return to work prior to submitting the completed medical documentation above if the District receives a doctor's note indicating the Employee may safely return to work without harm to Employee or others and without any required accommodation.
- 2) In cases only involving the care of a person (as specified in paragraph A.4), an Employee may return to work prior to submitting the completed medical documentation above if the District receives a doctor's note indicating that caring for the person would not impact the Employee's safe return to work.

11. Modification(s) to any medical documentation form(s) will occur only through express written agreement between the District and the Association, unless required by law.
12. Sick Leave Donation for Catastrophic Illness

In the event that a non-probationary full-time Bargaining Unit Member has exhausted all paid leave days and had at least fifteen (15) leave days available for use prior to the diagnosis of a catastrophic illness, other Bargaining Unit Members may voluntarily donate a maximum of two (2) of their unused accumulated sick leave days (one day donation at a time) to such Bargaining Unit Member. In such cases, the District shall notify Bargaining Unit Members of the opportunity to donate days. Any Bargaining Unit Member willing to donate such days shall notify the personnel department at the District office no later than five (5) work days after the request. A list of such donations shall be generated in order of seniority, with days from the most senior Bargaining Unit Members being used first. The donated sick days must be used in the school year in which the days were donated. The number of donated sick days available for use by a Bargaining Unit Member per catastrophic illness shall not exceed the period of disability or the balance of the work year, whichever is less. The use and allocation of these days shall be monitored by the Communication Council. For the purpose of this section, "catastrophic illness" shall be defined as a Bargaining Unit Member's life-threatening condition which may leave significant residual disability, including but not limited to, AIDS, major burns, trauma with residual paralysis or coma, or cancer.

#### B. Personal Leave Days

1. Each Bargaining Unit Member shall receive three (3) paid personal leave days on July 1<sup>st</sup>, of each year.
2. Bargaining Unit Members who begin their service after December 1<sup>st</sup> shall receive two (2) personal leave days. Bargaining Unit Members who begin their service after March 1<sup>st</sup> shall receive one (1) personal leave day.
3. Personal leave shall not be taken on a day immediately before or after a school break (winter or spring break) or on the first three (3) or last three (3) days of student attendance of a school year. Personal leave can be used, before and after



a school break or on the first three (3) or last three (3) days of student attendance, with the specific written approval of the Superintendent or designee.

4. Personal leave days or planned absences for Bargaining Unit Members are intended to provide for legal business, professional, religious, and family obligations (including, but not limited to, taking a child to reside at college for the first time) which Bargaining Unit Members cannot meet outside the regular work day.
5. Unused personal leave days are added to sick leave accumulation on June 30 of each year. Bargaining Unit Members do not receive payment for unused personal leave days.

C. Jury Duty Leave

A Bargaining Unit Member shall be excused at full pay during the school year for the purpose of fulfilling a summons for jury duty.

D. Bereavement Leave

1. In addition to sick leave, a Bargaining Unit Member shall be allowed, at his/her option, up to four (4) days per occurrence without loss of pay for an absence due to wakes, funerals, or memorial services for a death in the immediate family or of any designated person sharing the Bargaining Unit Member's residence on a permanent basis. If the first day is on a Monday, one additional bereavement day will be allowed.
2. Immediate family is defined as parents, spouse, brothers, sisters, children, grandparents, grandchildren, aunts, uncles, nieces, nephews, respective in-laws and step relatives and legal guardians of the Bargaining Unit Member.

E. Unpaid Leave of Absence

1. A leave of absence may be granted to Bargaining Unit Members.
2. When a Bargaining Unit Member is on unpaid leave, no salary will be paid and all benefits will be suspended (except as allowed within this Agreement) without loss of accumulated sick leave. A Bargaining Unit Member who plans to return to work must give written notice of such intent at least thirty (30) days prior to his/her return to work date.
3. A Bargaining Unit Member on leave may continue in the group health and group dental and vision insurance program at the Bargaining Unit Member's expense.
4. The Bargaining Unit Member will not accrue seniority during an unpaid leave.

5. Bargaining Unit Members who have exhausted all available leave time will be required to request either absent without pay (AWP) days or an unpaid leave of absence. Requests for an unpaid leave of absence shall be used for consecutive absences. Requests for AWP days shall be used for non-consecutive absences. District Administration shall determine if such requests are approved. Unpaid leave of absences may be granted for no more than a 12 month period of time.

F. Family And Medical Leave (FMLA)

1. Bargaining Unit Members who meet eligibility requirements for FMLA or who meet full-time eligibility status under Article 13 of this Agreement are eligible for medical and/or family leave in accordance with the provisions in the *Family and Medical Leave Act* (FMLA), subject to Board policy.
2. Upon the exhaustion of FMLA leave, employees must return to employment for the remainder of the employment year. Employees who choose not to return will waive their right to such FMLA benefit and be responsible for all insurance costs incurred during the FMLA leave period, except employees who are unable to return for medical reasons, who shall supply the District with documentation (contained in Appendix B) and may remain on unpaid leave, subject to Board policy.

G. Paid Holidays

1. All Bargaining Unit Members are entitled to paid holidays as follows:
  - Labor Day
  - Columbus Day (starting 2018)
  - Thanksgiving
  - Day after Thanksgiving
  - Christmas
  - New Year's Day (starting 2016)
  - Martin Luther King Day (starting 2017)
  - President's Day and
  - Memorial Day.
2. To qualify for holiday pay, a Bargaining Unit Member must be present on the last work day before the holiday and the first work day after the holiday unless (s)he receives prior approval from the District for personal days.
3. If a Bargaining Unit Member is sick on the day before or after a holiday, (s)he may be required to furnish the District with a doctor's statement in order to receive holiday pay.
4. In the event the District diminishes the number of holidays, the District will bargain the impact of such a diminishment.

5. Any Bargaining Unit Member who is requested to work and does work on a scheduled holiday shall receive his/her regular hourly rate of pay for the hours actually worked plus additional holiday pay where eligible.

## **ARTICLE 20**

### **Compensation and Benefits**

#### **A. Compensation**

1. Effective January 1, 2019 Existing Bargaining Unit member shall receive a wage increase of \$2.00 per hour.
2. Effective July 1, 2019 (2019-2020) Returning Bargaining Unit members shall receive a wage increase of \$1.00 per hour.

3. 2020-21, 2021-22, and 2022-23

Each returning Bargaining Unit Member shall receive an annual wage increase equal to the applicable percentage for the respective tax levy year as set by the Property Tax Extension Limitation Law (so-called “tax cap”), but no less than 1.75% and no greater than 5%. If the State of Illinois institutes a tax freeze for any of the aforementioned tax levy years, each returning Bargaining Unit Member shall receive 1.75% for the respective year of the tax freeze.

#### **4. Starting Wages**

- a. Effective January 1, 2019
  - Starting wage for all new drivers is \$19.18/hour
  - Starting wage for all new aides is \$15.43/hour
- b. 2019-20
  - Starting wage for all new drivers is \$20.00/hour
  - Starting wage for all new aides is \$16.25/hour

- a. c. 2020-21, 2021-22, 2022-23

Starting wages shall be increased each year by half of the wage increase percentage given to returning Bargaining Unit Members. All new Bargaining Unit Members will be paid at the starting wage.

B. Pay Periods

1. All Bargaining Unit Members shall be paid by means of direct deposit twice monthly on the fifteenth of each month (or the preceding work day if the fifteenth is a weekend or a holiday) and on the last work day of the month, beginning September 15<sup>th</sup>, of each school year with the exception of the month of December during which the December 31<sup>st</sup>, pay date shall be accelerated to a special early pay prior to winter break.
2. Paychecks received on the fifteenth of the month will reflect payment for all hours worked, approved leave, and paid holidays from the sixteenth day through the last day of the previous month.
3. Paychecks received on the last work day of the month will reflect payment for all hours worked, approved leave, and paid holidays from the first day through the fifteenth day of the current month, with the exception of the special early pay given in the month of December, as described in B.1 above.
4. All Bargaining Unit Members will receive a statement at the start of each school year which reflects that Bargaining Unit Member's available sick and personal leave days.
5. Insurance deductions will begin the second pay period in September and end after the first pay period in June.

C. Timesheets

The District may require Bargaining Unit Members to submit timesheets no more than twice a month. Should the District wish to use alternative time keeping methods which are different than timesheets, both the Union and the District retain all rights granted to both under the *Illinois Educational Labor Relations Act* (IELRA) concerning the creation, implementation, and use of any alternative time keeping method.

D. Overtime

1. All Bargaining Unit Members will receive time-and-a-half for hours assigned and worked in excess of forty (40) hours per week. Overtime shall require approval by the District.
2. Transportation in-service and training days (which include but are not limited to safety meetings and the Bus "Road"-eo) will be counted towards the computation of overtime.

E. Insurance Benefits

1. Any Bargaining Unit Member who works an average of five (5) hours per day, five (5) days per week qualifies for health, dental, and vision insurance coverage.
2. For the purposes of determining the number of hours needed to qualify for insurance benefits, morning routes, mid-day routes, afternoon routes, and extra routes will be included in the Bargaining Unit Member hours worked per day.
3. Medical, dental, and vision insurance for Bargaining Unit Members will be determined by the terms of the CTC Collective Bargaining Agreement unless mutually agreed otherwise. However, the parties to this Agreement shall form an insurance committee which shall meet at least annually as part of a joint committee composed of all District unions if possible. If not possible, then the parties shall meet as a DTU insurance committee. Either party may call for more frequent meetings. The purpose of the committee shall be to monitor insurance costs and to educate the committee members regarding matters of insurance.
4. Coverage for eligible Bargaining Unit Members shall be available upon the completion of sixty (60) calendar days following successful completion of the solo run. If employment is involuntarily terminated, medical and dental coverage will cease on the last day of the month in which the Bargaining Unit Member is last employed. If employment is voluntarily terminated or work hours are reduced to below the qualifying amount, medical and dental coverage will cease on the last day of the month following the month in which termination or reduction occurs. Vision coverage will cease on the last day of work.
5. Bargaining Unit Members who meet the minimum number of hours to qualify for health benefits will also be entitled to receive \$50,000 of term life insurance with the Board paying the premium for such insurance.

F. Insurance for Retirees

A vested IMRF Bargaining Unit Member who retires in District 15 shall be entitled to participate in the medical and dental insurance programs, if required by law, by paying the monthly premium at the rate permitted by law.

G. Flexible Benefit Program

All Bargaining Unit Members may participate in the Flexible Benefit Program in accordance with the terms of the District plan.

H. 403(b)

All Bargaining Unit Members may participate in a 403(b) program. The District will inform all Bargaining Unit Members of which companies have been approved and what programs are available.

I. Review of Work Hours and Pay/Calculation of Per Diem Rate

1. Bargaining Unit Members shall be entitled to make a written request for review of their assigned work hours and corresponding pay related to, but not limited to, the following circumstances:
  - a. Payment for hours worked during a given pay period; and
  - b. Payment for approved leave days and holidays.
2. Such written request shall be submitted to the Director of Transportation or designee. The Director of Transportation or designee shall review and respond to such request within fifteen (15) work days. In the event there are more than ten (10) requests within a five (5) work-day period, the Director of Transportation or designee shall be permitted an extension for review and response of an additional ten (10) work days. If the review results in an adjustment of work hours and corresponding pay, the payroll department shall be notified as soon as possible.
3. The per diem rate shall include the Bargaining Unit Members' regularly scheduled morning assignment (if applicable), regularly scheduled mid-day route (if applicable), regularly scheduled afternoon assignment (if applicable), and assigned extra route(s) (if applicable).
4. The per diem rate for full-time substitute bus drivers will be re-calculated four times per school year:
  - a. October 1<sup>st</sup>, to reflect the average daily assigned hours worked from the beginning of the school term through September 30<sup>th</sup>. Any change in the per diem rate would be effective on the October 15<sup>th</sup> paycheck.
  - b. December 1<sup>st</sup>, to reflect the average daily assigned hours worked from October 1<sup>st</sup> through November 30<sup>th</sup>. Any change in the per diem rate would be effective on the December 15<sup>th</sup> paycheck.
  - c. February 1<sup>st</sup>, to reflect the average daily assigned hours worked from December 1<sup>st</sup> through January 31<sup>st</sup>. Any change in the per diem rate would be effective on the February 15<sup>th</sup> paycheck.
  - d. April 1<sup>st</sup>, to reflect the average daily assigned hours worked from February 1<sup>st</sup> through March 31<sup>st</sup>. Any change in the per diem rate would be effective on the April 15<sup>th</sup> paycheck.

5. Any disputes between the parties regarding the length of route(s) shall not be grievable but shall be referred to the Communication Council if the Director or designee's response is unacceptable to the Union. Any disputes regarding discrepancies between the aforementioned daily assigned hours and the per diem rates shall be grievable provided such grievances are filed prior to December 1<sup>st</sup>, with time tolled until December 1<sup>st</sup>, for any allegedly grievable event occurring prior to December 1<sup>st</sup>.

## **ARTICLE 21**

### **Management Rights**

The District hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the statutes of the State of Illinois except as limited by the terms of this Agreement.

## **ARTICLE 22**

### **No Strike Clause**

During the term of this Agreement, the Union and its Bargaining Unit Members agree to provide full and complete service to this District in the capacity for which they were employed.

## **ARTICLE 23**

### **Savings Clause**

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections and clauses shall remain in full force and effect.

## **ARTICLE 24**

### **Complete Understanding**

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. The terms and conditions may be modified only through written mutual consent of the parties. The Association and District retain all rights granted to both by the *Illinois Educational Labor Relations Act* (IELRA).

**ARTICLE 25**  
**Term of Agreement**

This Agreement shall commence January 1, 2019, and shall continue in effect until June 30, 2023 and it hereby replaces and supersedes any agreement currently in effect between the Parties as of the commencement date of this Agreement. All other provisions shall be effective upon the ratification of this Agreement by both parties.

This Agreement is signed the 12th day of December, 2018.

In witness thereof:

District 15 Transportation Union

Board of Education of  
Community Consolidated School District 15

\_\_\_\_\_  
Mary Wulff  
DTU President

\_\_\_\_\_  
Lisa Szczupaj  
Board President

\_\_\_\_\_  
Debrah Romero

\_\_\_\_\_  
Lisa Nuss  
Assistant Superintendent for Human  
Resources

\_\_\_\_\_  
Linda Thielen

\_\_\_\_\_  
Michael Adamczyk  
Chief School Business Official

\_\_\_\_\_  
Thomas Bramley  
Director of Transportation



**APPENDIX A**  
**PROXY FORM FOR ANNUAL SELECTION OF**  
**ROUTES AND BUSES**

Pursuant to the Agreement, if a Bargaining Unit member is unable to participate in the annual selection process for routes and buses, that individual may make his/her selection(s) by proxy.

If you are unable to attend the annual selection process for routes and buses, please respond to the questions labeled 1 through 5 below.

1. I authorize \_\_\_\_\_ to be my proxy for route and bus selection.
2. School Preference. Indicate your preference by writing in the names of desired schools in order of preference.
  - a. First Tier School Choice
    - i. \_\_\_\_\_
    - ii. \_\_\_\_\_
    - iii. \_\_\_\_\_
  - b. Second Tier School Choice
    - i. \_\_\_\_\_
    - ii. \_\_\_\_\_
    - iii. \_\_\_\_\_
3. Bus-type Preference. Indicate your preference by circling your desired choice. Choose only one.

Mini-bus      Small bus      Conventional bus      Transit bus
4. Bus-number Preference. Indicate your preference by listing the preferred bus number(s).
  - a. First bus number choice: Bus Number \_\_\_\_\_
  - b. Second bus number choice: Bus Number \_\_\_\_\_
  - c. Third bus number choice: Bus Number \_\_\_\_\_
5. Location Preference. Indicate your preference of bus location, with 1 being most preferred and 4 being least preferred.

\_\_\_\_\_Base    \_\_\_\_\_Marion Jordan    \_\_\_\_\_Warehouse    \_\_\_\_\_CLA

Printed Name of Bargaining Unit Member

\_\_\_\_\_

Signature of Bargaining Unit Member

\_\_\_\_\_

Date\_\_\_\_\_

## **APPENEDIX B: Medical Documentation**

In accordance with Article 19 of this agreement, the following forms shall be used when providing medical documentation to the District.

1. Certification of Health Care Provider for Employee's Serious Health Condition (Family and Medical Leave Act) – US Department of Labor
  - Use this form when absent from work for six or more consecutive days due to the employee's own medical condition.
2. Certification of Health Care Provider for a Family Member's Serious Health Condition (Family and Medical Leave Act) - U.S. Department of Labor Form
  - Use this form when absent from work for six or more consecutive days due to an employee's family member's medical condition.
3. Physician's Certification Form
  - Use this form when requesting a medical accommodation at work (such as; lifting restriction, modified schedule, etc).
4. Release of Medical Records and Information
  - Please sign this to permit the District to contact the physician in order to clarify information submitted.
  - Please note: In the event this form is not signed, the employee may be required to have the physician submit addition information.

Certification of Health Care Provider for  
Employee's Serious Health Condition  
(Family and Medical Leave Act)

U.S. Department of Labor  
Wage and Hour Division



DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR; RETURN TO THE PATIENT

OMB Control Number: 1235-0003  
Expires: 5/31/2018

**SECTION I: For Completion by the EMPLOYER**

**INSTRUCTIONS to the EMPLOYER:** The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA protections because of a need for leave due to a serious health condition to submit a medical certification issued by the employee's health care provider. Please complete Section I before giving this form to your employee. Your response is voluntary. While you are not required to use this form, you may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308. Employers must generally maintain records and documents relating to medical certifications, recertifications, or medical histories of employees created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

Employer name and contact: \_\_\_\_\_

Employee's job title: \_\_\_\_\_ Regular work schedule: \_\_\_\_\_

Employee's essential job functions: \_\_\_\_\_

Check if job description is attached: \_\_\_\_\_

**SECTION II: For Completion by the EMPLOYEE**

**INSTRUCTIONS to the EMPLOYEE:** Please complete Section II before giving this form to your medical provider. The FMLA permits an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave due to your own serious health condition. If requested by your employer, your response is required to obtain or retain the benefit of FMLA protections. 29 U.S.C. §§ 2613, 2614(c)(3). Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA request. 29 C.F.R. § 825.313. Your employer must give you at least 15 calendar days to return this form. 29 C.F.R. § 825.305(b).

Your name: \_\_\_\_\_  
First Middle Last

**SECTION III: For Completion by the HEALTH CARE PROVIDER**

**INSTRUCTIONS to the HEALTH CARE PROVIDER:** Your patient has requested leave under the FMLA. Answer, fully and completely, all applicable parts. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your best estimate based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage. Limit your responses to the condition for which the employee is seeking leave. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), genetic services, as defined in 29 C.F.R. § 1635.3(e), or the manifestation of disease or disorder in the employee's family members, 29 C.F.R. § 1635.3(b). Please be sure to sign the form on the last page.

Provider's name and business address: \_\_\_\_\_

Type of practice / Medical specialty: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

PART A: MEDICAL FACTS

1. Approximate date condition commenced: \_\_\_\_\_

Probable duration of condition: \_\_\_\_\_

**Mark below as applicable:**

Was the patient admitted for an overnight stay in a hospital, hospice, or residential medical care facility?

\_\_\_ No \_\_\_ Yes. If so, dates of admission: \_\_\_\_\_

\_\_\_\_\_  
Date(s) you treated the patient for condition: \_\_\_\_\_

Will the patient need to have treatment visits at least twice per year due to the condition? \_\_\_ No \_\_\_ Yes.

Was medication, other than over-the-counter medication, prescribed? \_\_\_ No \_\_\_ Yes.

Was the patient referred to other health care provider(s) for evaluation or treatment (e.g., physical therapist)?  
\_\_\_ No \_\_\_ Yes. If so, state the nature of such treatments and expected duration of treatment: \_\_\_\_\_

2. Is the medical condition pregnancy? \_\_\_ No \_\_\_ Yes. If so, expected delivery date: \_\_\_\_\_

3. Use the information provided by the employer in Section I to answer this question. If the employer fails to provide a list of the employee's essential functions or a job description, answer these questions based upon the employee's own description of his/her job functions.

Is the employee unable to perform any of his/her job functions due to the condition: \_\_\_ No \_\_\_ Yes.

If so, identify the job functions the employee is unable to perform: \_\_\_\_\_

4. Describe other relevant medical facts, if any, related to the condition for which the employee seeks leave (such medical facts may include symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PART B: AMOUNT OF LEAVE NEEDED

5. Will the employee be incapacitated for a single continuous period of time due to his/her medical condition, including any time for treatment and recovery? ☐ No ☐ Yes.

If so, estimate the beginning and ending dates for the period of incapacity: \_\_\_\_\_

6. Will the employee need to attend follow-up treatment appointments or work part-time or on a reduced schedule because of the employee's medical condition? ☐ No ☐ Yes.

If so, are the treatments or the reduced number of hours of work medically necessary?  
☐ No ☐ Yes.

Estimate treatment schedule, if any, including the dates of any scheduled appointments and the time required for each appointment, including any recovery period:

\_\_\_\_\_

Estimate the part-time or reduced work schedule the employee needs, if any:

\_\_\_\_\_ hour(s) per day; \_\_\_\_\_ days per week from \_\_\_\_\_ through \_\_\_\_\_

7. Will the condition cause episodic flare-ups periodically preventing the employee from performing his/her job functions? ☐ No ☐ Yes.

Is it medically necessary for the employee to be absent from work during the flare-ups?  
☐ No ☐ Yes. If so, explain:

\_\_\_\_\_

\_\_\_\_\_

Based upon the patient's medical history and your knowledge of the medical condition, estimate the frequency of flare-ups and the duration of related incapacity that the patient may have over the next 6 months (e.g., 1 episode every 3 months lasting 1-2 days):

Frequency : \_\_\_\_\_ times per \_\_\_\_\_ week(s) \_\_\_\_\_ month(s)

Duration: \_\_\_\_\_ hours or \_\_\_\_\_ day(s) per episode

ADDITIONAL INFORMATION: IDENTIFY QUESTION NUMBER WITH YOUR ADDITIONAL ANSWER.

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

This image shows a full page of blank, lined paper. It features approximately 20 evenly spaced horizontal blue or grey lines across its entire width. The lines are thin and consistent in color and thickness. There are no margins, text, or other markings on the page.

**Signature of Health Care Provider**

Date \_\_\_\_\_

**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 20 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Ave., NW, Washington, DC 20210. **DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR; RETURN TO THE PATIENT.**

Certification of Health Care Provider for  
Family Member's Serious Health Condition  
(Family and Medical Leave Act)

U.S. Department of Labor  
Wage and Hour Division



DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR; RETURN TO THE PATIENT.

OMB Control Number: 1235-0003  
Expires: 5/31/2018

**SECTION I: For Completion by the EMPLOYER**

**INSTRUCTIONS to the EMPLOYER:** The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA protections because of a need for leave to care for a covered family member with a serious health condition to submit a medical certification issued by the health care provider of the covered family member. Please complete Section I before giving this form to your employee. Your response is voluntary. While you are not required to use this form, you may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308. Employers must generally maintain records and documents relating to medical certifications, recertifications, or medical histories of employees' family members, created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

Employer name and contact: \_\_\_\_\_

**SECTION II: For Completion by the EMPLOYEE**

**INSTRUCTIONS to the EMPLOYEE:** Please complete Section II before giving this form to your family member or his/her medical provider. The FMLA permits an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave to care for a covered family member with a serious health condition. If requested by your employer, your response is required to obtain or retain the benefit of FMLA protections. 29 U.S.C. §§ 2613, 2614(c)(3). Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA request. 29 C.F.R. § 825.313. Your employer must give you at least 15 calendar days to return this form to your employer. 29 C.F.R. § 825.305.

Your name: \_\_\_\_\_  
First Middle Last

Name of family member for whom you will provide care: \_\_\_\_\_  
First Middle Last

Relationship of family member to you: \_\_\_\_\_

If family member is your son or daughter, date of birth: \_\_\_\_\_

Describe care you will provide to your family member and estimate leave needed to provide care:

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

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

**SECTION III: For Completion by the HEALTH CARE PROVIDER**

**INSTRUCTIONS to the HEALTH CARE PROVIDER:** The employee listed above has requested leave under the FMLA to care for your patient. Answer, fully and completely, all applicable parts below. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your best estimate based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage. Limit your responses to the condition for which the patient needs leave. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), or genetic services, as defined in 29 C.F.R. § 1635.3(e). Page 3 provides space for additional information, should you need it. Please be sure to sign the form on the last page.

Provider's name and business address: \_\_\_\_\_

Type of practice / Medical specialty: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

**PART A: MEDICAL FACTS**

1. Approximate date condition commenced: \_\_\_\_\_

Probable duration of condition: \_\_\_\_\_

Was the patient admitted for an overnight stay in a hospital, hospice, or residential medical care facility?

\_\_\_ No \_\_\_ Yes. If so, dates of admission: \_\_\_\_\_

Date(s) you treated the patient for condition: \_\_\_\_\_

Was medication, other than over-the-counter medication, prescribed? \_\_\_ No \_\_\_ Yes.

Will the patient need to have treatment visits at least twice per year due to the condition? \_\_\_ No \_\_\_ Yes

Was the patient referred to other health care provider(s) for evaluation or treatment (e.g., physical therapist)?

\_\_\_ No \_\_\_ Yes. If so, state the nature of such treatments and expected duration of treatment:

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

2. Is the medical condition pregnancy? \_\_\_ No \_\_\_ Yes. If so, expected delivery date: \_\_\_\_\_

3. Describe other relevant medical facts, if any, related to the condition for which the patient needs care (such medical facts may include symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment):

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



PART B: AMOUNT OF CARE NEEDED: When answering these questions, keep in mind that your patient's need for care by the employee seeking leave may include assistance with basic medical, hygienic, nutritional, safety or transportation needs, or the provision of physical or psychological care:

4. Will the patient be incapacitated for a single continuous period of time, including any time for treatment and recovery? ☐ No ☐ Yes.

Estimate the beginning and ending dates for the period of incapacity: \_\_\_\_\_

During this time, will the patient need care? ☐ No ☐ Yes.

Explain the care needed by the patient and why such care is medically necessary:

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5. Will the patient require follow-up treatments, including any time for recovery? ☐ No ☐ Yes.

Estimate treatment schedule, if any, including the dates of any scheduled appointments and the time required for each appointment, including any recovery period:

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Explain the care needed by the patient, and why such care is medically necessary: \_\_\_\_\_

---

6. Will the patient require care on an intermittent or reduced schedule basis, including any time for recovery? ☐ No ☐ Yes.

Estimate the hours the patient needs care on an intermittent basis, if any:

\_\_\_\_\_ hour(s) per day; \_\_\_\_\_ days per week from \_\_\_\_\_ through \_\_\_\_\_

Explain the care needed by the patient, and why such care is medically necessary:

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7. Will the condition cause episodic flare-ups periodically preventing the patient from participating in normal daily activities? \_\_\_\_ No \_\_\_\_ Yes.

Based upon the patient's medical history and your knowledge of the medical condition, estimate the frequency of flare-ups and the duration of related incapacity that the patient may have over the next 6 months (e.g., 1 episode every 3 months lasting 1-2 days):

Frequency: \_\_\_\_ times per \_\_\_\_ week(s) \_\_\_\_ month(s)

Duration: \_\_\_\_ hours or \_\_\_\_ day(s) per episode

Does the patient need care during these flare-ups? \_\_\_\_ No \_\_\_\_ Yes.

Explain the care needed by the patient, and why such care is medically necessary: \_\_\_\_\_

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ADDITIONAL INFORMATION: IDENTIFY QUESTION NUMBER WITH YOUR ADDITIONAL ANSWER.

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\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Date

**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 20 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Ave., NW, Washington, DC 20210.

**DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR; RETURN TO THE PATIENT.**

## PHYSICIAN'S CERTIFICATION FORM

FOR:

EMPLOYEE OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15

Name of Physician: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

1. Please detail the nature and status of your diagnosis of the employee as it relates to the employee's job as a teacher.
  
  
  
  
  
  
  
  
  
  
2. If the employee requires absence from work, please indicate the expected date of ability to return to work.
  
  
  
  
  
  
  
  
  
  
3. Please indicate the impact of your diagnosis/medical condition, if any, on the employee's performance of his/her job duties:
  - a. while absent from work
  
  
  
  
  
  
  
  - b. upon return to employment
  
  
  
  
  
  
  
  
  
  
4. In your professional opinion, is the employee currently able to perform all the essential functions of the position of a teacher (see attached job description).

5. If, in your opinion, the employee is currently unable to perform any one or more of the essential functions of the above position, or may pose a direct threat to health or safety to him/herself, students or co-workers, please indicate below any accommodations of which you are aware that could be made by the District to enable the employee to perform those functions.
  
6. Please provide an assessment of the degree to which corrective or mitigating measures (including prescribed medication to treat the medical condition), if any, may be used in order to reduce the limitations associated with the employee's diagnosis/medical condition and/or describe the effect such measures may have on the employee's ability to perform his/her job duties.
  
7. Would the performance of the essential functions of the position of teacher by the employee create a significant risk of substantial harm to the health or safety of the employees, students, or co-workers? Please base your response upon the most current medical knowledge and/or the best available objective evidence about this employee. Your evaluation of any future risk must be supported by valid medical analyses indicating a high probability of substantial harm if this individual performed the particular functions of the position in question. If it is your opinion that such a risk exists, please detail the specific nature and extent of the harm.

---

Signature of Physician

---

Date

**EMPLOYEE'S MEDICAL CERTIFICATION FORM**  
**COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15**

**Employee:**

1. Please provide the name, address, and telephone number of each of your treating physicians, including psychiatrists.
  
  
  
  
  
  
  
  
  
  
2. Please explain the nature and status of your medical diagnosis as it relates to your job as a teacher.
  
  
  
  
  
  
  
  
  
  
3. Please indicate your expected date of ability to return to work and the impact of your medical condition, if any, on the performance of your job duties.
  
  
  
  
  
  
  
  
  
  
4. In your opinion, are you currently able to perform all the essential functions of the position of teacher (consider attached job description and materials pertaining to the functions of this position and any other expected duties in your experience):

5. If, in your opinion, you are currently unable to perform any one or more of the essential functions of the above positions, please indicate below any accommodations of which you are aware that could be made by the District to enable you to perform those functions.
6. Please provide an assessment of the degree to which corrective or mitigating measures (including prescribed medication to treat your medical condition), if any, may be used to reduce the limitations associated with your diagnosis/medical condition and/or describe the effect such measures may have on your ability to perform your job duties.

---

Name of Employee

---

Signature of Employee

---

Date

## RELEASE OF MEDICAL RECORDS AND INFORMATION

By signing below, I authorize my employer, Community Consolidated School District No. 15, to contact my physician, \_\_\_\_\_ (physician's name) to obtain information regarding my medical condition and its impact on my ability to perform my job responsibilities. I further authorize \_\_\_\_\_ (physician's name) to provide verbal and written information, including medical records, to Community Consolidated School District No. 15 regarding my medical condition. I understand that this release constitutes a waiver of my rights to confidentiality to the extent stated above, pursuant to the *Medical Patient Rights Act*, 410 ILCS 50/3(d).

\_\_\_\_\_  
Employee Name (please print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15**  
**Palatine, Illinois**  
**2019-2023 SUPERINTENDENT'S EMPLOYMENT CONTRACT FOR**  
**[REDACTED]**

AGREEMENT made this the 12<sup>th</sup> day of December, 2018, between the **BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15, COOK COUNTY, ILLINOIS**, hereinafter referred to as the "Board" or "District," and **[REDACTED]**, hereinafter referred to as the "Superintendent." The Parties acknowledge and agree that this contract is a performance-based multi-year contract as provided for and defined in Section 23.8 of the *School Code*.

**A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Superintendent for a multi-year period of four (4) years, commencing on July 1, 2019, and terminating on June 30, 2023. The term "Contract Year" shall refer to each period under this contract commencing on July 1 and ending on June 30. The annual salary for the 2019-2020 Contract Year shall be Two Hundred and Seventy-Two Thousand Dollars (\$272,000.00) for the Superintendent's full-time services, payable in equal installments in accordance with the rules of the Board governing payments of other administrative staff members in the District. The Superintendent's annual salary for the subsequent Contract Years shall be determined solely by the Board provided such salary shall not be lower than the prior Contract Year's annual salary. The Board's action to increase or otherwise change the Superintendent's salary under this paragraph shall be in implementation of this provision of this contract and shall not constitute or require an amendment to this contract.

In determining salary pursuant to the above paragraph, the Board shall be cognizant of the penalty provisions of the Illinois Teachers' Retirement System (TRS). Notwithstanding the foregoing, total compensation constituting creditable earnings for purposes of the Teachers' Retirement System of Illinois ("TRS") payable to the Superintendent under this contract in any Contract Year shall not exceed the creditable earnings paid to the Superintendent in the immediately prior Contract Year where the excess will obligate the Board to pay an employer contribution (a.k.a. penalty) to TRS due to raises in creditable earnings that are in excess of any established TRS limit. If the Board is or could become subject to this type of employer contribution or penalty due to scheduled payments and/or benefits (or payments and benefits already made) to the Superintendent during any Contract Year covered by this Contract, the Board reserves the right to adjust the annual salary set forth herein or other creditable earnings to the extent necessary to eliminate such excess employer contribution or penalty.

The Superintendent shall work two hundred sixty (260) calendar days each Contract Year, pursuant to a calendar approved by the Board of Education. The Superintendent hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers' Retirement System and Health Insurance Security Fund.** In addition to the annual salary stated in paragraph A.1 of this contract, the Board shall pay on behalf of the Superintendent to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund the Superintendent's required contributions to said pension



system and health fund. The Superintendent shall not have any right or claim to said amounts, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both parties acknowledge that the Superintendent did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Superintendent's future services, knowledge and experience.

If legislation is enacted that limits the employer's ability to perform its obligations under this paragraph, the Board shall pay the difference to the Superintendent as salary to the extent the Board's total cost for salary and pick up of the TRS and THIS contribution equals the Board's total cost before enactment of such legislation. The Board and Superintendent's implementation herein shall be in implementation of this provision of this contract and shall not constitute or require an amendment to this contract.

## **B. CONDITIONS OF EMPLOYMENT**

1. **License.** During the term of this contract, the Superintendent shall hold and maintain a valid and properly registered license issued by the State of Illinois qualifying her to act as Superintendent of the School District.

2. **Employment Representations.** The Superintendent represents that she is not under contract with any other school district for any portion of the term covered by this contract beginning July 1, 2019. The Superintendent further represents that all information provided to the District in the process of application for employment was true and complete.

3. **Medical Examination.** As a required condition of employment for new employees, and prior to commencing duties under this contract, the Superintendent shall submit to a physical examination by a physician licensed in Illinois to practice medicine and surgery in all its branches, and shall provide the Board with the physician's certification of such examination pursuant to paragraph 24-5 of the *School Code*. The Superintendent shall further submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Superintendent also agrees to comply with all health requirements established by law.

4. **Waiver of Tenure.** The Superintendent acknowledges that, pursuant to the *School Code*, she waives any right to tenure in the School District by virtue of entering into this multi-year contract and any multi-year extension thereof.

5. **Criminal Background Investigation.** As a required condition of employment for new employees, the Superintendent shall authorize a criminal background investigation by the Board, pursuant to the *School Code*, and a DCFS Child Abuse Registry background investigation.

## C. **BENEFITS**

1. **Travel Reimbursement.** The Board will reimburse the Superintendent for transportation costs related to her professional duties undertaken for the District at the federal mileage rate established by the Internal Revenue Service and in accordance with the District's travel reimbursement procedures.

2. **Reimbursement of Business Expenses.** The Board shall reimburse the Superintendent for reasonable monthly expenses incurred in the performance of her duties as provided under District procedures. Substantiation of all expenses incurred pursuant to this provision shall be made by the Superintendent in accordance with the regulations of the *Internal Revenue Code*, as amended.

3. **Insurance.** The Board will provide the Superintendent with the following benefits:

- a. The Board shall make available to the Superintendent hospitalization/medical (dental and vision) insurance ("group health insurance") under the District's plan of insurance for each year of this contract except that the Board's maximum contribution to the Superintendent's group insurance premium(s) shall be equal to its maximum contribution for its non-administrative staff, irrespective of the level of insurance the Superintendent elects. Such premium contribution shall be made directly to the health plans without the Superintendent having an option to choose to receive such premium amount in cash in lieu of electing insurance. Any additional required premium for coverage elected by the Superintendent shall be paid by the Superintendent by means of payroll deduction;
- b. Life insurance, in an amount equal to four times the Superintendent's salary, not to exceed \$500,000. \$40,000 of said insurance shall be in the form of a whole life insurance policy and the remainder in a term life insurance policy. If the District is the Superintendent's final employer at the time of her retirement, the Board will provide term life insurance coverage in the amount of \$125,000. Such insurance shall begin on the date of Superintendent's retirement and continue until the Superintendent reaches age 80;
- c. Long-term disability insurance that includes a group policy with the same basic coverage as provided to all professional staff an individual wrapper policy to supplement the basic plan; and
- d. Long-term care insurance for the Superintendent and her spouse.

4. **Vacation.** The Superintendent shall be entitled to a paid vacation of twenty-seven (27) working days in each Contract Year, provided, however, the use of any vacation time in excess of two (2) consecutive days must be approved by the Board President. Vacation must be taken within the twelve (12) month Contract Year, provided, however, that any unused vacation days not otherwise submitted for payment below may be carried over with the prior

approval of the Board President, but must be used by October 1 of the following Contract Year or shall be lost. The Superintendent may elect to receive cash each Contract Year for any unused vacation days to a maximum of seven (7) days per year at a per diem rate of 1/260<sup>th</sup> provided the payment for such unused vacation days shall not cause the Superintendent's annual creditable earnings to exceed the TRS limit as specified in Section A.1 above. In the event such pay for unused vacation exceed the aforementioned TRS limit, the Board shall be entitled to deny the Superintendent's election of cash for one or more unused vacation days to the extent necessary to avoid such excess creditable earnings. The Board's action to compensate the Superintendent for unused vacation days or deny such compensation, pursuant to this paragraph, shall be in implementation of this provision of this contract and shall not constitute or require an amendment to this contract. The Superintendent shall also be entitled to all legal school holidays. Winter, spring, and summer recess periods shall constitute working days unless specifically scheduled and credited toward the vacation days listed above. Upon separation of employment, any and all unused vacation days shall be paid to the Superintendent at the Superintendent's then current per diem after the Superintendent's final work day and after receipt of her final paycheck for regular earnings.

**5. Sick, Personal, and Religious Leave.** The Superintendent shall be granted sick leave, as defined in Section 24-6 of the *School Code*, of twelve (12) working days per Contract Year, which may be accumulated without limit. On July 1, 2019, the Board shall grant the Superintendent a one-time additional grant of forty (40) sick leave days which shall be immediately available for use. The Superintendent shall also be granted three (3) personal days per Contract Year. Any unused, uncompensated personal days shall convert to sick leave at the end of each Contract Year and shall be available for future use in the event of illness.

**6. Professional Organizations and Continuing Education.** Subject to approval of the Board, the Board shall pay for all dues and membership fees to a reasonable number of professional organizations and continuing education offerings.

**7. Professional Meetings Attendance.** The Superintendent is expected to attend appropriate professional meetings at the local and state levels and, subject to Board approval, at the national level. All reasonable expenses incurred shall be paid by the Board.

**8. Civic Organizations.** The Superintendent shall participate in local civic and fraternal organizations in the interest of promoting a better understanding of the District and its concerns. Subject to its approval, the Board shall pay the dues incurred through membership in such organizations.

**9. Deferred Compensation and Annuities.** From the annual salary stated in paragraph A.1 of this contract, the Superintendent may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible state deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, or (2) authorize a salary reduction in order that the Board may purchase an annuity product for the Superintendent as described in Section 403(b) of the *Internal Revenue Code* and in accordance with the District's 403(b) Plan, provided that the Superintendent confirms that any such deferrals or reductions for purchase of annuities are within *Internal Revenue Code* limitations.

In addition, each Contract Year, the Board shall make a non-elective employer contribution to the Section 403(b) eligible product in the annual amount of five thousand dollars

(\$5,000.00) payable in equal monthly installments in accordance with the Board's 403(b) Plan and within IRS contribution limitations. Both Parties acknowledge that the Superintendent did not have the option of choosing to receive any of the 403(b) contribution directly or in cash. In addition to the \$5,000.00 stated in this paragraph, the Board shall pay on behalf of the Superintendent to the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund the Superintendent's required contributions to said pension system and health fund.

**10. Communication Device.** The Board has determined that, by virtue of her job duties, the Superintendent needs to be immediately reachable by the Board and other District administrators and staff in the event of emergencies outside normal work hours and/or when the Superintendent is away from her office or the District. Accordingly, each Contract Year, the Board will provide the Superintendent with a stipend of One Thousand Three Hundred Twenty Dollars (\$1,320.00) in each fiscal year for the use of her personally-owned communication device (*i.e.*, cell phone or tablet device). The Board shall make such payments for a business purpose, and not for purposes of compensation of the Superintendent; however, the Superintendent may use such device for both District and personal business in accordance with IRS guidelines.

#### **D. POWERS AND DUTIES**

**1. Duties.** The Superintendent shall have charge of the administration of the schools under the direction of the Board; she shall be the chief executive officer for the Board; she shall recommend the selection, retention and dismissal of, and direct and assign, teachers and other employees of the School District under her supervision; she shall organize and direct the administrative and supervisory staff; she shall make recommendations to the Board concerning the budget, building plans, location of sites, and the selection of textbooks, instructional material, and courses of study; she shall direct the keeping of all records and accounts, and aid in the making of all reports, as required by the Board; she shall recommend rules, regulations, and procedures deemed necessary for the welfare of the School District; and, in general, she shall perform all other duties incident to the office of the Superintendent as the Board may delegate to her or as required by law.

**2. Extent of Service.** The Superintendent shall devote her time, attention, and energy to the business of the School District and related professional activities. With the prior approval of the Board, Superintendent may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties. The Superintendent may not jeopardize the functioning of the School District by any lengthy and conspicuous absence for such professional activities.

**3. Performance Goals and Indicators.** In accordance with the requirements of the *School Code*, the parties have agreed on performance goals for the Superintendent with respect to student performance and academic improvement, including indicators listed beneath the goals that shall be used by the Board to measure the Superintendent's performance. The aforementioned goals are attached hereto as Appendix A. It is agreed between the parties that the Board of Education may revise such goals during the term of this contract, in consultation with the Superintendent. In addition, this provision shall not preclude the Board of Education from

establishing additional individual goals for the Superintendent outside this contract as part of the Superintendent's annual evaluation process.

The Board shall determine whether the Superintendent has met the goals set forth in Appendix A by using the criteria described in the goals themselves, as well as reasonable judgment as to whether the Superintendent has exhibited the leadership, guidance, and effort needed to achieve the goals. The Board shall make this determination after an evaluation of the Superintendent. Annually, the Board shall issue its determination in writing and present it to the Superintendent as part of the evaluation process.

**4. Evaluation.** No later than June 1 in each year of this contract, the Board shall review Superintendent's progress toward established goals and working relationships with the Board, the Cabinet, the faculty, the staff, and the community. Such evaluation may be combined with Board's determination as to whether Superintendent met the goals established under Paragraph D.3 with respect to student performance and academic improvement. Any failure by the Board to complete the evaluation process by dates established above shall not constitute a waiver of the evaluation for that performance period or any period of time in the future. Any failure by the Board to complete the evaluation process by dates established above shall not constitute a waiver of the evaluation for that performance period or any period of time in the future.

## **E. RENEWAL, EXTENSION, AND AMENDMENT OF CONTRACT**

**1. Renewal and Extensions.** During the term of this contract, the Board and Superintendent may mutually agree to renew or extend the employment of the Superintendent for a multi-year period, provided that the performance goals and indicators set forth in paragraph D.3 of this contract have been met. In such event, the Board shall take specific action to discontinue this contract and enter into a new multi-year contract of employment. The Board and Superintendent anticipate that, if the parties remain satisfied with the relationship and the terms of this agreement, the Board will extend the Superintendent's employment following summer performance reviews.

**2. Non-Renewal.** Notice of intent not to renew this contract shall be given to the Superintendent by the Board by April 1 of the year in which the contract expires. Said notice shall be in writing and state the specific reason for non-renewal. Failure to provide timely notice of non-renewal shall extend this contract for one (1) additional year. The Superintendent shall notify the President and Secretary of the Board by March 1 of the year in which the contract expires that failure of the Board to give the Superintendent said notice of intent not to renew shall extend this contract for one (1) additional year. The failure of the Superintendent to give the required reminder notice to the Board shall waive the obligation of the Board hereunder to give its notice of intent by April 1. Within ten (10) days after receipt of a notice of intent not to renew this contract, the Superintendent may request a closed session hearing on the dismissal.

**3. Modification.** Any other adjustment or modification made during the life of this contract other than provided herein shall be by mutual agreement of the Parties and shall become a part of this contract, but such adjustment or modification shall not be construed as a new contract with the Superintendent or as an extension of the termination date of this contract.

## **F. TERMINATION**

1. **Grounds for Termination.** This employment contract may be terminated by:

- a. Mutual agreement;
- b. Disability (as defined below in Section F.3);
- c. Discharge for cause; or
- d. Death.

2. **Discharge for Cause.** Discharge for cause shall be for any conduct, act, or failure to act by the Superintendent, which, in the discretion of the Board, is detrimental to the best interests of the School District or the Board's determination of irreconcilable differences with the Superintendent. Reasons for discharge for cause shall be given in writing to the Superintendent, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Superintendent chooses to be accompanied by legal counsel, she shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

3. **Disability.** The Board may terminate this contract by written notice to the Superintendent at any time after the Superintendent has been absent from her employment by reason of illness, accident or other cause beyond the control of the Superintendent for a continuous period of ninety (90) school days or for intermittent absences that total ninety (90) out of one hundred twenty (120) school days. All obligations of the Board under this contract shall cease upon such notice of termination, with the exception of the long-term disability benefits afforded the Superintendent under paragraph C.3 above. In the event of a termination for disability, the Superintendent shall be entitled to compensation for each day of unused and accumulated sick leave and vacation time at her then effective per diem rate of pay (yearly salary divided by 260).

## **H. MISCELLANEOUS**

1. Any notice required to be given under this contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Superintendent or the President of the Board.
2. This contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this contract, the text shall control.
4. This contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.

6. This contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this 12th day of December 2018, following formal approval by the Board at a duly convened meeting held this same day.

**SUPERINTENDENT**

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT NO. 15  
COOK COUNTY, ILLINOIS**

\_\_\_\_\_  


By: \_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## APPENDIX A

### PERFORMANCE GOALS WITH RESPECT TO STUDENT PERFORMANCE AND ACADEMIC IMPROVEMENT

*TIMELINE DATES, IF APPLICABLE, FOR THE FOLLOWING GOALS AND INDICATORS SHALL BE DETERMINED BY THE BOARD IN CONSULTATION WITH THE SUPERINTENDENT AND, ONCE ESTABLISHED, SHALL BE CONSIDERED PART OF THIS APPENDIX.*

**Goal #1:** Smooth Leadership Transition - Develop a plan for a smooth transition into the role of superintendent which includes initial priorities and areas of focus.

**Goal #2:** Staffing - Ensure critical staff are in place at the Educational Services Center in order to support a successful transition of leadership which continues to reinforce the educational goals of our students.

**Goal #3:** Full Day Kindergarten - Continue the investigation into the opportunity for a full day kindergarten option in District 15 inclusive of cost, space requirements and options for creation of space.

**Goal #4:** Facilities Plan - Develop a timeframe for the successful completion of a framework for the facilities plan.

**Goal #5:** Curriculum Revision Schedule - Oversee the development of a schedule to support staff in transitioning to new curricula and ensuring students are receiving the best instruction in our schools. All components of the schedule should be research based, aligned with state standards and inclusive of approximate costs to reinforce, update and maintain all curricula.





Serving all or part of:  
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Arlington Heights • Hoffman Estates  
Schaumburg • South Barrington

## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Michael Adamczyk  
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061  
[www.ccsd15.net](http://www.ccsd15.net)



**DATE:** December 12, 2018

**TO:** Board of Education

**FROM:** Michael Adamczyk, CSBO

**RE:** Action Item – Authorization of Certificate of Tax Levy

Attached are the items that the Board of Education must approve in order to authorize the final aggregate tax levy for 2018. The items include the following:

- Certificate of Compliance with Truth in Taxation Law
- Certificate of Tax Levy
- Resolution Authorizing Special Education Levy
- Resolution Authorizing Reduction of Certain Fund Levies for the 2018 levy year
- Resolution Authorizing Final Aggregate Levy for the Year 2018

State law requires that the Certificate of Tax Levy must be filed with the County Clerk no later than the last Tuesday in December (December 25, 2018).

The attached documents provide for an increase of 3.90% over the previous year's levy. This levy is sufficient to capture the five-year average of new growth and the 2.10% CPI increase.

**CERTIFICATE OF COMPLIANCE  
WITH THE TRUTH IN TAXATION LAW**

I, Lisa Szczupaj, the duly qualified and presiding officer of the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois, do hereby certify that the levy resolution of Community Consolidated School District No. 15, a copy of which is attached hereto, was adopted in full compliance with the provisions of the "Truth in Taxation Law," 35 ILCS 200/18-55 et seq., and that:

1. The notice and hearing requirements of Sections 18-70, 18-75 and 18-80 required for an estimated aggregate levy exceeding the prior year's aggregate levy extension, including abatements prior to extension, by more than 105% were ***inapplicable***.
2. The notice and hearing requirements of Section 18-72 required for intent to amend the Board's certificate of tax levy were ***inapplicable***.
3. The notice requirement of Section 18-85 required for a final aggregate levy adopted in excess of the estimated aggregate levy was ***inapplicable***.

IN WITNESS THEREOF, I have placed my official signature this 12<sup>th</sup> day of December, 2018.

---

President, Board of Education  
Community Consolidated School District No. 15  
Cook County, Illinois

(SEAL)

Original: ☒ X  
Amended: ☐

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division  
217/785-8779

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name	District Number	County
Community Consolidated School District 15	05-016-150-0400-00	Cook

Amount of Levy

Educational	\$ 100,059,130	Fire Prevention & Safety *	\$
Operations & Maintenance	\$ 15,591,191	Tort Immunity	\$ 1,488,033
Transportation	\$ 4,125,238	Special Education	\$ 1,034,993
Working Cash	\$	Leasing	\$
Municipal Retirement	\$ 2,316,763	Other	\$
Social Security	\$ 2,725,604	Other	\$
		Total Levy	\$ 127,340,952

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 100,059,130 dollars to be levied as a special tax for educational purposes; and  
the sum of 15,591,191 dollars to be levied as a special tax for operations and maintenance purposes; and  
the sum of 4,125,238 dollars to be levied as a special tax for transportation purposes; and  
the sum of 0 dollars to be levied as a special tax for a working cash fund; and  
the sum of 2,316,763 dollars to be levied as a special tax for municipal retirement purposes; and  
the sum of 2,725,604 dollars to be levied as a special tax for social security purposes; and  
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and  
the sum of 1,488,033 dollars to be levied as a special tax for tort immunity purposes; and  
the sum of 1,034,993 dollars to be levied as a special tax for special education purposes; and  
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_  
on the taxable property of our school district for the year \_\_\_\_\_.

Signed this 12th day of December 20 18 . \_\_\_\_\_  
(President)

\_\_\_\_\_  
(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full 4 .

-----  
(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. \_\_\_\_\_, \_\_\_\_\_ County, Illinois, on the equalized assessed value of all taxable property of said school district for the year \_\_\_\_\_, was filed in the office of the County Clerk of this County on \_\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year \_\_\_\_\_, is \$ \_\_\_\_\_.

\_\_\_\_\_  
(Signature of County Clerk)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County)

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15  
RESOLUTION AUTHORIZING SPECIAL EDUCATION LEVY**

**WHEREAS**, Section 17-2.2a of The School Code authorizes the levy of a special tax for special education programs in accordance with the provision set forth in said Section of The School Code; and

**WHEREAS**, this Board does hereby intend to authorize such tax.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Community Consolidated School District 15, Cook County, Illinois, as follows:

Section 1. This Board by this proper Resolution does hereby levy the sum \$1,034,993 for the year 2018 as the special tax for special education programs in accordance with the provisions of Section 17-2.2a of The School Code.

Section 2. The President, Secretary or designee are hereby directed to file a certified copy of this Resolution with the County Clerk of Cook County, within which this School District has taxable property, and to request extension of such taxes for the 2018 tax year.

Section 3. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby repealed, and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

ADOPTED this 12th day of December 2018, by a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
President, Board of Education

DATE: December 12, 2018

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

DATE: December 12, 2018

STATE OF ILLINOIS)  
 )  
COUNTY OF COOK )

SS

**SECRETARY'S CERTIFICATE**

**SPECIAL EDUCATION LEVY**

I, the undersigned, hereby certify that I am the duly qualified and acting Secretary of the Board of Education, Community Consolidated School District Number 15, Cook County, Illinois, and that, as such official, I am the keeper of the records and files of the Board of Education of said School District.

I do further certify that the foregoing Resolution Authorizing Special Education Levy is the true, correct, and complete copy of said Resolution as adopted by the Board of Education of said School District at a meeting held on the 12th day of December, 2018.

IN WITNESS WHEREOF, I hereunto affix my official signature this 12th day of December, 2018.

---

Secretary, Board of Education

## COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

### RESOLUTION AUTHORIZING REDUCTION OF CERTAIN FUND LEVIES FOR THE 2018 LEVY YEAR

**WHEREAS**, on December 12, 2018, the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois ("School District") did adopt a certificate of tax levy for the 2018 levy year and subsequently filed the same with the County Clerk of Cook County ("County Clerk"); and

**WHEREAS**, pursuant to the limiting rate provisions of the Property Tax Extension Limitation Law ("PTELL"), the County Clerk may be required to reduce the amount of property taxes extended on the School District's 2018 tax levy; and

**WHEREAS**, each Cook County taxing district which is now subject to the PTELL may direct the County Clerk's Office to make specific and necessary reductions to its tax levy for the 2018 levy year to meet the requirements of the PTELL.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois as follows:

Section 1. The Board of Education hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does hereby incorporate them into this Resolution by reference.

Section 2. That the Board of Education hereby authorizes and directs the County Clerk to make the necessary reductions to the School District's tax levy for the 2018 levy year in order that the extensions by fund shall be no less than the following amounts as indicated:

Educational	<u>\$ 98,595,939</u>
Operations & Maintenance	<u>15,363,197</u>
Transportation	<u>4,064,914</u>
Municipal Retirement	<u>2,282,885</u>
Social Security	<u>2,685,747</u>
Tort Immunity	<u>1,466,273</u>
Special Education	<u>1,019,858</u>

Section 3. The Board of Education further authorizes and directs the County Clerk that if any additional reductions are required to be made to the School District's tax levy beyond those projected and specified by the Board of Education in Section 2 above, that such reductions shall be proportionately distributed among all funds.

Section 4. That the Superintendent of Schools of this School District be and is hereby directed to file a certified copy of this Resolution with the County Clerk as soon as practicable following its adoption and execution.

Section 5. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

**ADOPTED** this 12<sup>th</sup> day of December 2018, by a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
President, Board of Education

DATE: December 12, 2018

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

DATE: December 12, 2018

STATE OF ILLINOIS)  
COUNTY OF COOK)       SS

**SECRETARY'S CERTIFICATE**

**RESOLUTION AUTHORIZING REDUCTION OF CERTAIN FUND LEVIES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education (the "Board") of Community Consolidated School District No. 15, Cook County, Illinois (the "District"), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that attached hereto is a true and correct copy of a resolution entitled "Resolution Authorizing Reduction of Certain Fund Levies for the 2018 Levy Year" duly adopted by the Board at a public meeting conducted on December 12, 2018.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 12th day of December 2018.

---

Secretary, Board of Education



## **COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15**

### **RESOLUTION AUTHORIZING FINAL AGGREGATE TAX LEVY FOR THE YEAR 2018**

**WHEREAS**, the Board of Education of the Community Consolidated School District No. 15, Cook County, State of Illinois ("the Board of Education"), is empowered to levy a tax on the real property within the Community Consolidated School District No. 15, Cook County, State of Illinois ("the School District"); and

**WHEREAS**, on November 14, 2018, the Board of Education estimated that the property taxes to be levied for 2018 for corporate and special purposes would be \$127,340,952; and

**WHEREAS**, on November 14, 2018, the Board of Education estimated that the property taxes to be levied for 2018 for debt service and public commission leases would be \$5,872,349; and

**WHEREAS**, on November 14, 2018, the Board of Education estimated that the total property taxes to be levied for 2018 would be \$133,213,301.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois, as follows:

Section 1. The aggregate property taxes to be levied for 2018, exclusive of debt service levies and levies made for the purpose of paying amounts due under public building commission leases, shall be \$127,340,952, as set forth in the Certificate of Tax Levy attached hereto and incorporated herein as Exhibit 1.

Section 2. This final aggregate levy for 2018 is 103.90% of the amount, exclusive of election costs, extended or estimated to be extended, plus any amount abated by the taxing district prior to extension, upon the final aggregate levy for 2017.

Section 3. The Secretary of the Board, or designee, is authorized and directed to file with the Clerk of Cook County on or before the last Tuesday in December 2018: a copy of this resolution, including Exhibit 1; a copy of the Certificate of Compliance With the Truth in Taxation Law; and any other additional levies, and resolutions authorizing such additional levies, adopted by the Board of Education for 2018.

Section 4. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby repealed, and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

ADOPTED this 12<sup>th</sup> day of December 2018, by a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
President, Board of Education

DATE: December 12, 2018

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

DATE: December 12, 2018

SS

## FINAL AGGREGATE LEVY

Original: ☒ X  
Amended: ☐

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division  
217/785-8779

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name	District Number	County
Community Consolidated School District 15	05-016-150-0400-00	Cook

Amount of Levy

Educational	\$ 100,059,130	Fire Prevention & Safety *	\$
Operations & Maintenance	\$ 15,591,191	Tort Immunity	\$ 1,488,033
Transportation	\$ 4,125,238	Special Education	\$ 1,034,993
Working Cash	\$	Leasing	\$
Municipal Retirement	\$ 2,316,763	Other	\$
Social Security	\$ 2,725,604	Other	\$
		Total Levy	\$ 127,340,952

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 100,059,130 dollars to be levied as a special tax for educational purposes; and  
the sum of 15,591,191 dollars to be levied as a special tax for operations and maintenance purposes; and  
the sum of 4,125,238 dollars to be levied as a special tax for transportation purposes; and  
the sum of 0 dollars to be levied as a special tax for a working cash fund; and  
the sum of 2,316,763 dollars to be levied as a special tax for municipal retirement purposes; and  
the sum of 2,725,604 dollars to be levied as a special tax for social security purposes; and  
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and  
the sum of 1,488,033 dollars to be levied as a special tax for tort immunity purposes; and  
the sum of 1,034,993 dollars to be levied as a special tax for special education purposes; and  
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_  
on the taxable property of our school district for the year \_\_\_\_\_.

Signed this 12th day of December 2018 . \_\_\_\_\_  
(President)

\_\_\_\_\_  
(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full 4 .

-----  
(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. \_\_\_\_\_, \_\_\_\_\_ County, Illinois, on the equalized assessed value of all taxable property of said school district for the year \_\_\_\_\_, was filed in the office of the County Clerk of this County on \_\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year \_\_\_\_\_, is \$ \_\_\_\_\_.

\_\_\_\_\_  
(Signature of County Clerk)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County)

December 12, 2018



Serving all or part of:  
Palatine • Rolling Meadows • Inverness  
Arlington Heights • Hoffman Estates  
Schaumburg • South Barrington

## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Lisa Nuss  
Assistant Superintendent of Human Resources

(847) 963-3013 • Fax (847) 963-3162  
[www.ccsd15.net](http://www.ccsd15.net)



Date: December 12, 2018

To: Board of Education

From: Lisa Nuss, Assistant Superintendent for Human Resources

Re: **2019-2020 Revised Official School Calendar**

### 1) Amended Public Calendar

The 2019-2020 Official School Calendar presently would start the school year with two teacher institute days on Thursday, August 15<sup>th</sup> and Friday, August 16<sup>th</sup>, 2019. Students would begin classes on Monday, August 19<sup>th</sup>, 2019. The revised 2019-2020 calendar will start the school year with two teacher institute days on Monday, August 12<sup>th</sup>, 2019 and Tuesday, August 13<sup>th</sup>, 2019. Students would begin classes on Wednesday, August 14<sup>th</sup>, 2019. The school year, year, including snow days, would end on Tuesday, June 2<sup>nd</sup>, 2020.

Student Non-Attendance days scheduled for Tuesday, October 15<sup>th</sup>, 2019 and Tuesday, February 18<sup>th</sup>, 2020. An adjustment has been made to move the aforementioned Student Non-Attendance days to Monday, January 6<sup>th</sup>, 2020 and Monday, March 30<sup>th</sup>, 2020.

Community Consolidated School District 15

580 N. 1st Bank Drive

Palatine IL 60067

Scott B. Thompson, Ed.D.

Superintendent of Schools



December 13, 2017

**PROPOSED 2019-2020 SCHOOL CALENDAR - REVISED**

July 2019					
M	T	W	T	F	Total
1	2	3	X	5	0
8	9	10	11	12	0
15	16	17	18	19	0
22	23	24	25	26	0
29	30	31			0
Total					0
Teacher days = 0					

August					
M	T	W	T	F	Total
			1	2	0
5	6	7	8	9	0
12	13	14	15	16	3
19	20	21	22	23	5
26	27	28	29	30	5
Total					13
Teacher days = 15					

September					
M	T	W	T	F	Total
X	3	4	5	6	4
9	10	11	12	13	5
16	17	18	19	20	5
23	24	25	26	27	5
30					1
Total					20
Teacher days = 20					

October					
M	T	W	T	F	Total
	1	2	3	4	4
7	8	9	10	11	5
X	15	16	17	18	4
21	22	23	24	25	5
28	29	30	31		4
Total					22
Teacher days = 22					

November					
M	T	W	T	F	Total
				1	1
4	5	6	7	8	5
11	12	13	14	15	5
18	19	20	21	22	5
P/T	P/T	=27=	X	X	0
Total					16
Teacher days = 18					

December					
M	T	W	T	F	Total
2	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
=23=	=24=	X	=26=	=27=	0
=30=	=31=				0
Total					15
Teacher days = 15					

January 2018					
M	T	W	T	F	Total
		X	=2=	=3=	0
6	7	8	9	10	4
13	14	15	16	17	5
X	21	22	23	24	3
27	28	29	30	31	5
Total					17
Teacher days = 19					

February					
M	T	W	T	F	Total
3	4	5	6	7	5
10	11	12	13	14	5
X	18	19	20	21	4
24	25	26	27	28	5
					0
Total					19
Teacher days = 19					

March					
M	T	W	T	F	Total
2	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
=23=	=24=	=25=	=26=	=27=	0
30	31				1
Total					16
Teacher days = 17					

April					
M	T	W	T	F	Total
		1	2	3	3
6	7	8	9	=10=	4
13	14	15	16	17	4
20	21	22	23	24	5
27	28	29	30		4
Total					21
Teacher days = 21					

May					
M	T	W	T	F	Total
				1	1
4	5	6	7	8	3
11	12	13	14	15	5
18	19	20	21	22	5
X	26	27	28	29	1
Total					15
Teacher days = 17					

June					
M	T	W	T	F	Total
1	2))	3	4	5	0
8	9	10	11	12	0
15	16	17	18	19	0
22	23	24	25	26	0
29	30				0
Total					0
Teacher days = 0					

Calendar Legend	
Legal School Holidays	X
Institute Day	○
Not in Attendance	=
School Begin	(
School Closes	)
Student Non-Attendance Days	△
Full-Day Parent/Teacher Conf.	P/T

Pupil Attendance Days—Includes P/T Conf. Days

Approved Institute Days

Student Non-Attendance Days

Total Attendance Days

Total Attendance Days Incl. 5 Snow Days ))

Teachers  
176.00

4.00

3.00

183.00

188.00

Students  
176.00

N/A

N/A

176.00

181.00



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## **Community Consolidated School District 15**

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
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Lisa Nuss  
Assistant Superintendent for Human Resources

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[www.ccsd15.net](http://www.ccsd15.net)



DATE: December 12, 2018

TO: Dr. Scott Thompson

FROM: Lisa Nuss, Assistant Superintendent for Human Resources

RE: Proposed 2020-2021 Official School Calendar

Enclosed for your review and approval is the 2020-2021 Official School Calendar. Recommended by both administration and the Classroom Teachers' Council (CTC), the District would start the school year with two teacher institute days on Monday, August 10<sup>th</sup> and Tuesday, August 11<sup>th</sup>, 2020. Students would begin classes on Wednesday, August 12<sup>th</sup>, 2020, with Early Childhood and Kindergarten classes beginning on Thursday, August 13<sup>th</sup>, 2020.

Winter break would run from Monday, December 21<sup>st</sup>, 2020 through Monday, January 4<sup>th</sup>, 2021. The first day for students after winter break would be Tuesday, January 5<sup>th</sup>, 2021. Spring break will run from Monday, March 22<sup>nd</sup>, 2021 through Friday, March 26<sup>th</sup>, 2021. The first day for students after Spring break would be Monday, March 29<sup>th</sup>, 2021. We have been informed that the projected calendar for 2020-2021 for Township High School District 211 has the same Winter and Spring break dates as School District 15.

The school year, including snow days, would end on Tuesday, June 1<sup>st</sup>, 2021.



# Proposed 2020-2021 Official School Calendar

July 2020						
M	Tu	W	Th	F		
		1	2	3	0	
6	7	8	9	10	0	
13	14	15	16	17	0	
20	21	22	23	24	0	
27	28	29	30	31	0	
					Total	0
Teacher Days = 0						

August 2020						
M	Tu	W	Th	F		
3	4	5	6	7	0	
10	11	12	13	14	3	
17	18	19	20	21	5	
24	25	26	27	28	5	
					Total	13
Teacher Days = 15						

September 2020						
M	Tu	W	Th	F		
	1	2	3	4	4	
X	8	9	10	11	4	
14	15	16	17	18	5	
21	22	23	24	25	5	
28	29	30			3	
					Total	21
Teacher Days = 21						

October 2020						
M	Tu	W	Th	F		
			1	2	2	
5	6	7	8	9	5	
X	13	14	15	16	4	
19	20	21	22	23	5	
26	27	28	29	30	5	
					Total	21
Teacher Days = 21						

November 2020						
M	Tu	W	Th	F		
2	3	4	5	6	4	
9	10	11	12	13	5	
16	17	18	19	20	5	
P/T	P/T	25	X	X	0	
30					1	
					Total	15
Teacher Days = 18						

December 2020						
M	Tu	W	Th	F		
	1	2	3	4	4	
7	8	9	10	11	5	
14	15	16	17	18	5	
21	22	23	24	X	0	
28	29	30	31		0	
					Total	14
Teacher Days = 14						

January 2021						
M	Tu	W	Th	F		
				X	0	
4	5	6	7	8	4	
11	12	13	14	15	5	
X	19	20	21	22	3	
25	26	27	28	29	5	
					Total	17
Teacher Days = 19						

February 2021						
M	Tu	W	Th	F	0	
1	2	3	4	5	5	
8	9	10	11	12	5	
X	16	17	18	19	4	
22	23	24	25	26	5	
					Total	19
Teacher Days = 19						

March 2021						
M	Tu	W	Th	F	0	
1	2	3	4	5	5	
8	9	10	11	12	5	
15	16	17	18	19	5	
22	23	24	25	26	0	
29	30	31			3	
					Total	18
Teacher Days = 18						

April 2021						
M	Tu	W	Th	F	0	
			1	2	1	
5	6	7	8	9	5	
12	13	14	15	16	5	
19	20	21	22	23	5	
26	27	28	29	30	5	
					Total	21
Teacher Days = 21						

May 2021						
M	Tu	W	Th	F	0	
3	4	5	6	7	3	
10	11	12	13	14	5	
17	18	19	20	21	5	
24	25	26	27	28	2	
X					0	
					Total	15
Teacher Days = 17						

June 2021						
M	Tu	W	Th	F	0	
31	1	2	3	4	0	
7	8	9	10	11	0	
14	15	16	17	18	0	
21	22	23	24	25	0	
28	29	30			0	
					Total	0
Teacher Days = 0						

Days to Remember	Dates
Legal School Holidays	X
Institute Day	
Not In Attendance	
School Begins	
School Closes	
Student Non-Attendance Days	
Full-Day Parent/Teacher Conf	



Pupil Attendance Days - Includes P/T Conference Days	Teachers	Students
	176.00	176.00
Approved Institute Days	4.00	N/A
Student Non-Attendance Days	3.00	N/A
Total Attendance Days	183.00	176.00



**Community Consolidated School District 15**

580 North 1<sup>st</sup> Bank Drive

Palatine, IL 60067



# 2018–2019 Board of Education Meeting Schedule



All meetings are held at Walter R. Sundling Junior High School, 1100 North Smith Street, Palatine, unless otherwise notified prior to the meeting, and begin at 7:00 p.m.

Approved/Revised: May 9, 2018

Revised: December 12, 2018

## **2018**

August 15, 2018

September 12, 2018

October 3, 2018 <sup>(1)</sup>

November 14, 2018

December 12, 2018

## **2019**

January 9, 2019

February 13, 2019

March 13, 2019

April 10, 2019

May 8, 2019

~~May 22, 2019 (Retirement Reception)~~ <sup>(2)</sup>

June 12, 2019

<sup>(1)</sup> Revised October 10, 2018, Board of Education Meeting

<sup>(2)</sup> Reclassified from a Board of Education meeting to a District celebration.

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15**  
**INVESTMENT SUMMARY**  
**NOVEMBER 2018**

INV#	FUND	BANK	RATE	PURCHASE DATE	MATURITY DATE	COST	TYPE
FY1806	Multiple	BMO Harris	2.02%	2/23/2018	12/19/2018	5,000,000	CD
FY1807	Multiple	BMO Harris	2.02%	2/23/2018	1/11/2019	5,000,000	CD
FY1808	Multiple	BMO Harris	2.05%	2/23/2018	1/29/2019	5,000,000	CD
FY1809	Multiple	BMO Harris	2.05%	2/23/2018	2/13/2019	5,000,000	CD
FY1810	Multiple	BMO Harris	2.15%	2/23/2018	6/12/2019	5,000,000	CD
FY1811	Multiple	BMO Harris	2.17%	2/23/2018	6/25/2019	5,000,000	CD
FY1812	Multiple	PMA(Bank United NA)	2.28%	3/26/2018	9/17/2019	500,000	CD
FY1813	Multiple	PMA(Morgan Stanley Pvt)	2.30%	3/29/2018	9/30/2019	247,000	DTC
FY1814	Multiple	PMA(Flushing Bank)	2.50%	3/29/2018	3/30/2020	249,000	DTC
FY1815	Multiple	PMA(Ally Bank)	2.45%	3/29/2018	3/30/2020	246,000	DTC
FY1816	Multiple	PMA(Morgan Stanley NA)	2.55%	3/29/2018	3/30/2020	246,000	DTC
FY1901	Multiple	PMA(United Bank)	2.28%	10/16/18	1/29/19	5,000,000	CD
FY1902	Multiple	PMA(United Bank)	2.32%	10/16/18	2/27/19	5,000,000	CD
FY1903	Multiple	JP Morgan	2.42%	10/16/18	4/25/2019	4,937,394	US-Treasury
FY1904	Multiple	BMO Harris	2.30%	10/16/18	2/14/19	5,000,000	CD
<b>Total Investments</b>						<b>\$ 51,425,394</b>	

**TREASURER'S REPORT  
NOVEMBER 2018**

FUND	RECONCILED CASH* BALANCE 10/31/2018	NOVEMBER RECEIPTS	YTD RECEIPTS	NOVEMBER EXPENDITURES	YTD EXPENDITURES	CASH BALANCE 11/30/2018 (NOT RECONCILED)
EDUCATIONAL	\$ 62,356,941.19	\$ 2,868,329.91	\$ 53,066,268.95	\$ 10,939,777.80	\$ 43,628,759.51	\$ 54,285,493.30
OPERATIONS & MAINT.	2,908,379.24	43,208.86	10,746,096.95	1,217,007.34	11,640,640.54	1,734,580.76
DEBT SERVICE FUND	5,748,287.52	12,791.00	2,549,947.20	5,167,325.00	5,167,800.00	593,753.52
TRANSPORTATION	5,951,639.17	29,380.83	2,054,726.69	971,192.09	3,740,770.42	5,009,827.91
IMRF	998,639.23	5,378.37	1,094,982.80	220,495.09	1,030,072.43	783,522.51
SOCIAL SECURITY	2,894,833.35	9,679.42	1,322,919.89	245,547.97	1,001,111.17	2,658,964.80
CAPITAL PROJECTS	88,398.66	300,069.12	7,392,321.33	141,548.35	3,944,258.76	246,919.43
WORKING CASH	113,360.74	166.73	536.97	-	-	113,527.47
TORT IMMUNITY	99,095.64	2,910.26	571,115.47	67,041.41	897,160.34	34,964.49
FIRE PREVENTION, SAFETY	18,613.33	27.37	1,640.70	-	-	18,640.70
<b>TOTALS</b>	<b>\$ 81,178,188.07</b>	<b>\$ 3,271,941.87</b>	<b>\$ 78,800,556.95</b>	<b>\$ 18,969,935.05</b>	<b>\$ 71,050,573.17</b>	<b>\$ 65,480,194.89</b>

RECONCILED BANK & ACCOUNT TOTALS AS OF OCTOBER 31, 2018

ISDLAF/PMA	\$ 610,635.81		
ISDLAF/PMA CD'S	11,488,000.00		
ILLINOIS FUNDS	625,382.91		
IMPREST	20,617.89		
BMO HARRIS LOCKBOX	48,743.41		
BMO HARRIS WORK COMP	22,520.83		
BMO HARRIS GENERAL	5,905,008.74		
BMO HARRIS CD'S	40,000,000.00		
BANK OF BARRINGTON	3,230,631.77		
PMA	-		
PMA (CITIBANK SDA)	27,248.40		
PMA	-		
PMA (Ozarks Bank SDA)	12,989,540.15		
PMA ('17 Bonds - CITIBANK)	482.05		
JP MORGAN CHASE	1,267,705.42	INTEREST EARNED THIS MONTH	\$ 96,533.43
PETTY CASH	4,275.00		
JP MORGAN (US Treasury)	4,937,394.44		
PMA(NEXBANK, SSB SDA)	1.25	INTEREST EARNED YEAR-TO-DATE	\$ 414,765.99
	<u>\$ 81,178,188.07</u>		

DIFFERENCE -

\*Unaudited cash balance

Agenda Item No. 18-1230C  
December 12, 2018

**Nov-18**

PAY DATE	EDUCATION FUND	TORT FUND	O&M FUND	TRANSPORTATION FUND	IMRF FUND	SOCIAL SECURITY FUND	TEACHERS' RETIREMENT	THIS	TOTAL BY PAYPERIOD
11/15/18									
Regular Payroll	\$ 4,035,548.02		\$ 200,780.46	\$ 259,906.40	\$ 113,553.71	\$ 124,554.84	\$ 19,563.86	\$ 29,690.57	\$ 4,783,597.86
11/30/18									
Regular Payroll	\$ 3,933,341.41		\$ 202,391.25	\$ 242,087.52	\$ 107,155.13	\$ 121,019.67	\$ 19,321.57	\$ 29,325.86	\$ 4,654,642.41
TOTAL PAYROLL	\$ 7,968,889.43		\$ 403,171.71	\$ 501,993.92	\$ 220,708.84	\$ 245,574.51	\$ 38,885.43	\$ 59,016.43	\$ 9,438,240.27
TOTAL PAYROLL PROCESSED IN (NOVEMBER).....									\$ 9,438,240.27

CERTIFICATION OF VOUCHERS  
COMMUNITY CONSOLIDATED SCHOOL  
DISTRICT NO. 15 COOK COUNTY,  
ILLINOIS 60067

TO: MICHAEL M. ADAMCZYK  
SCHOOL DISTRICT 15 TREASURER

This is to certify that the expenditures listed in the accompanying report have been incurred and that the Board of Education has audited and approved the same, at a meeting held December 12, 2018 and you are requested to issue checks for the same.

---

PRESIDENT

---

SECRETARY

VOUCHER NO.'S     295456 - 295582  
ACH NO. 'S         181900423 - 181900445  
(CHECK REGISTERS ATTACHED)

HARRIS BANK

10 EDUCATION FUND	\$	262,597.41
20 OPERATIONS & MAINTENANCE FUND	\$	312,186.46
40 TRANSPORTATION FUND	\$	71,736.60
60 CAPITAL PROJECTS FUND	\$	-
80 TORT IMMUNITY/JUDGEMENT	\$	8,845.00
90 FIRE PREVENTION & SAFETY FUND	\$	-
97 STUDENT ACTIVITY FUND	\$	7,676.40
TOTAL	\$	663,041.87

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
295456	1ST AYD 000	1ST AYD CORPORATION	R	11/16/2018	\$205.47	11/16/2018
295457	ACCURATE000	ACCURATE DOCUMENT DESTRUC	R	11/16/2018	\$175.37	11/16/2018
295458	ACCURATE005	ACCURATE DOCUMENT DESTRUC	R	11/16/2018	\$260.19	11/16/2018
295459	AH VENDI000	AH VENDING AND FOOD SERVI	R	11/16/2018	\$294.10	11/16/2018
295460	AL WARRE000	AL WARREN OIL CO INC	R	11/16/2018	\$37,608.41	11/16/2018
295461	ALEXIAN 000	ALEXIAN BROTHERS BEHAVIOR	R	11/16/2018	\$260.00	11/16/2018
295462	AMAZON W000	AMAZON WEB SERVICES	R	11/16/2018	\$193.08	11/16/2018
295463	AMERICAN012	AMERICAN READING COMPANY	R	11/16/2018	\$1,950.00	11/16/2018
295464	ANDERSON000	ANDERSON LOCK CO	R	11/16/2018	\$3,008.22	11/16/2018
295465	ANDERSON005	ANDERSON'S BOOKS INC	R	11/16/2018	\$2,079.61	11/16/2018
295466	APPLE CO002	APPLE COMPUTER INC	R	11/16/2018	\$44,980.00	11/16/2018
295467	ARLINTO000	ARLINGTON HEIGHTS FORD IN	R	11/16/2018	\$4.74	11/16/2018
295468	ASSETGEN000	ASSETGENIE INC	R	11/16/2018	\$447.00	11/16/2018
295469	ASSURED 000	ASSURED HEALTHCARE	R	11/16/2018	\$3,464.63	11/16/2018
295470	AT&T 000	AT&T	R	11/16/2018	\$225.18	11/16/2018
295471	AXESS TR000	AXESS TRANSPORTATION	R	11/16/2018	\$1,057.00	11/16/2018
295472	AYALAJEN000	AYALA, JENNIFER Z.	R	11/16/2018	\$85.00	11/16/2018
295473	BERLAND'000	BERLAND'S HOUSE OF TOOLS	R	11/16/2018	\$99.99	11/16/2018
295474	BOELTER 001	BOELTER COMPANIES	R	11/16/2018	\$14,900.40	11/16/2018
295475	BRAKE AL000	BRAKE ALIGN PARTS & SERVI	R	11/16/2018	\$491.53	11/16/2018
295476	CAIRS 000	CAIRS	R	11/16/2018	\$760.00	11/16/2018
295477	CARRIDAV000	CARRILLO, DAVID	R	11/16/2018	\$4,800.00	11/16/2018
295478	CASSANDR000	CASSANDRA STRINGS	R	11/16/2018	\$23.74	11/16/2018
295479	CCSD 59 000	CCSD 59	R	11/16/2018	\$283.00	11/16/2018
295480	CENGAGE 000	CENGAGE LEARNING	R	11/16/2018	\$824.25	11/16/2018
295481	CENTER F005	CENTER FOR PSYCHOLOGICAL	R	11/16/2018	\$2,475.00	11/16/2018
295482	CENTRAL 003	CENTRAL STATES BUS SALES	R	11/16/2018	\$794.06	11/16/2018
295483	CENTRAL 010	CENTRAL ILLINOIS TRUCKS I	R	11/16/2018	\$1,922.33	11/16/2018
295484	CENTURY 000	CENTURY SPRINGS	R	11/16/2018	\$162.50	11/16/2018
295485	CHAMPION000	CHAMPION ENERGY LLC	C	11/16/2018	\$0.00	11/16/2018
295486	CHAMPION000	CHAMPION ENERGY LLC	R	11/16/2018	\$132,954.62	11/16/2018
295487	CHICAGO 038	CHICAGO LIGHTHOUSE FOR TH	R	11/16/2018	\$7,738.28	11/16/2018
295488	CHILD'S 000	CHILD'S VOICE SCHOOL	R	11/16/2018	\$8,045.12	11/16/2018
295489	CINTAS F000	CINTAS FIRST AID & SAFETY	R	11/16/2018	\$121.19	11/16/2018
295490	CLASSIC 000	CLASSIC VIOLINS	R	11/16/2018	\$180.00	11/16/2018
295491	CONTEMPO000	CONTEMPORARY AWARDS	R	11/16/2018	\$2,213.50	11/16/2018
295492	COVE SCH000	COVE SCHOOL, THE	R	11/16/2018	\$17,309.16	11/16/2018
295493	CROWN TR000	CROWN TROPHY	R	11/16/2018	\$48.62	11/16/2018
295494	CRUMRROB000	CRUMRINE, ROBERT A.	R	11/16/2018	\$71.07	11/16/2018
295495	CYNOSURE000	CYNOSURE DRONE SERVICES I	R	11/16/2018	\$200.00	11/16/2018
295496	DEFRANCO000	DEFRANCO PLUMBING	R	11/16/2018	\$42,224.00	11/16/2018
295497	DESERT S000	DESERT SPRINGS	R	11/16/2018	\$240.00	11/16/2018
295498	DREISILK001	DREISILKER ELECTRIC MOTOR	R	11/16/2018	\$547.04	11/16/2018
295499	EPIC SER000	EPIC SERVICE & SUPPLY INC	R	11/16/2018	\$979.20	11/16/2018
295500	ESSCOE L000	ESSCOE LLC	R	11/16/2018	\$120.00	11/16/2018
295501	EVEREST 000	EVEREST ENERGY & CONTROL	R	11/16/2018	\$1,280.00	11/16/2018
295502	FAJARPAT000	FAJARDO, PATRICK	R	11/16/2018	\$71.07	11/16/2018
295503	FIRST FE001	FIRST FENCE COMPANY	R	11/16/2018	\$19,334.00	11/16/2018
295504	FOLLETT 009	FOLLETT SCHOOL SOLUTIONS	R	11/16/2018	\$301.40	11/16/2018
295505	FRANCZEK000	FRANCZEK RADELET	R	11/16/2018	\$1,301.15	11/16/2018
295506	FRANKLIN000	FRANKLIN COVEY CLIENT SAL	R	11/16/2018	\$725.00	11/16/2018
295507	GENERAL 008	GENERAL MECHANICAL SERVIC	R	11/16/2018	\$3,402.00	11/16/2018

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
*****Continued*****						
295508	GLOBAL C000	GLOBAL COMPLIANCE NETWORK	R	11/16/2018	\$1,400.00	11/16/2018
295509	GRAINGER000	GRAINGER	R	11/16/2018	\$181.57	11/16/2018
295510	GRAYBAR 000	GRAYBAR ELECTRIC	R	11/16/2018	\$981.63	11/16/2018
295511	HEINEMAN000	HEINEMANN	R	11/16/2018	\$72,490.48	11/16/2018
295512	HENNING 000	HENNING BROTHERS INC	R	11/16/2018	\$56.25	11/16/2018
295513	HOME DEP000	HOME DEPOT CREDIT SERVICE	R	11/16/2018	\$857.09	11/16/2018
295514	I.D.E.S 000	I.D.E.S.	R	11/16/2018	\$8,845.00	11/16/2018
295515	IAPT 000	IAPT	R	11/16/2018	\$130.00	11/16/2018
295516	INTENTIO000	INTENTIONAL SYNERGY	R	11/16/2018	\$1,709.96	11/16/2018
295517	INTERSTA000	INTERSTATE BATTERY SYS OF	R	11/16/2018	\$247.73	11/16/2018
295518	INTERSTA001	INTERSTATE POWER SYSTEMS	R	11/16/2018	\$1,037.25	11/16/2018
295519	ITR SYST000	ITR SYSTEMS	R	11/16/2018	\$1,231.70	11/16/2018
295520	ITU ABSO000	ITU ABSORB TECH INC	R	11/16/2018	\$1,217.87	11/16/2018
295521	JEFFREY 000	JEFFREY ELEVATOR COMPANY	R	11/16/2018	\$2,460.50	11/16/2018
295522	JOSEPH P000	JOSEPH PHILLIP GROUP INC,	R	11/16/2018	\$450.00	11/16/2018
295523	KENT AUT000	KENT AUTOMOTIVE/LAWSON PR	R	11/16/2018	\$337.68	11/16/2018
295524	LEACH EN000	LEACH ENTERPRISES INC	R	11/16/2018	\$414.60	11/16/2018
295525	LECHNER 000	LECHNER AND SONS INC	R	11/16/2018	\$615.21	11/16/2018
295526	MARTIANG001	MARTINEZ, ANGELA	R	11/16/2018	\$9,000.00	11/16/2018
295527	MARTIMIC000	MARTIN, MICHAEL	R	11/16/2018	\$71.07	11/16/2018
295528	MECHANIC000	MECHANICAL EQUIPMENT	R	11/16/2018	\$4,753.40	11/16/2018
295529	MENARDS 000	MENARDS INC	R	11/16/2018	\$24.95	11/16/2018
295530	MENTA AC000	MENTA ACADEMY HILLSIDE	R	11/16/2018	\$2,721.60	11/16/2018
295531	METAPHRA000	METAPHRASIS LANGUAGE AND	R	11/16/2018	\$269.82	11/16/2018
295532	MIDWEST 008	MIDWEST PRINCIPALS CENTER	R	11/16/2018	\$215.00	11/16/2018
295533	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	C	11/16/2018	\$0.00	11/16/2018
295534	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	R	11/16/2018	\$10,408.59	11/16/2018
295535	MUSHTMOH000	MUSHTAQ, MOHAMMAD	R	11/16/2018	\$71.07	11/16/2018
295536	MUSIC & 000	MUSIC & ARTS CENTERS ATTN	C	11/16/2018	\$0.00	11/16/2018
295537	MUSIC & 000	MUSIC & ARTS CENTERS ATTN	R	11/16/2018	\$34,929.00	11/16/2018
295538	MUSIC IS000	MUSIC IS ELEMENTARY	R	11/16/2018	\$497.00	11/16/2018
295539	NAPA OF 000	NAPA OF PALATINE	R	11/16/2018	\$1,322.51	11/16/2018
295540	NELCO 000	NELCO	R	11/16/2018	\$482.25	11/16/2018
295541	NICOR EN001	NICOR ENERCHANGE LLC / SE	R	11/16/2018	\$12,407.38	11/16/2018
295542	OPEN UP 001	OPEN UP RESOURCES	R	11/16/2018	\$1,120.76	11/16/2018
295543	PAISAMAR000	PAISANO, MARTA M.	R	11/16/2018	\$200.00	11/16/2018
295544	PALATINE000	PALATINE ACE HARDWARE STO	R	11/16/2018	\$376.33	11/16/2018
295545	PROWARE 000	PROWARE / AC DYNA-TITE	R	11/16/2018	\$866.32	11/16/2018
295546	QUINLAN 000	QUINLAN & FABISH MUSIC	R	11/16/2018	\$98.93	11/16/2018
295547	REYESERI000	REYES, ERIKA	R	11/16/2018	\$22.80	11/16/2018
295548	ROGNER'S001	ROGNER'S TOWING & RECOVER	R	11/16/2018	\$165.00	11/16/2018
295549	ROTATING000	ROTATING EQUIPMENT SPECIA	R	11/16/2018	\$560.00	11/16/2018
295550	RUSH TRU002	RUSH TRUCK CENTER GRAYSLA	R	11/16/2018	\$7,160.46	11/16/2018
295551	SAMS CLU000	SAMS CLUB DIRECT	R	11/16/2018	\$18.94	11/16/2018
295552	SCHOLAST000	SCHOLASTIC BOOK FAIRS	R	11/16/2018	\$5,122.54	11/16/2018
295553	SCHOOL S000	SCHOOL SPECIALTY INC	R	11/16/2018	\$1,033.61	11/16/2018
295554	SHARP WE000	SHARP WEAR INC	R	11/16/2018	\$159.87	11/16/2018
295555	SHERWIN 000	SHERWIN ACE HARDWARE	R	11/16/2018	\$85.61	11/16/2018
295556	SMITHERE000	SMITHEREEN EXTERMINATING	C	11/16/2018	\$0.00	11/16/2018
295557	SMITHERE000	SMITHEREEN EXTERMINATING	C	11/16/2018	\$0.00	11/16/2018
295558	SMITHERE000	SMITHEREEN EXTERMINATING	R	11/16/2018	\$777.00	11/16/2018

## Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
<b>AP HARRIS BANK</b>							
*****Continued*****							
295559	SMITHLOR000	SMITHE, LORI A.	R	11/16/2018	\$310.24	11/16/2018	
295560	SOLARWIN000	SOLARWINDS INC	R	11/16/2018	\$1,173.00	11/16/2018	
295561	SOLIANT 000	SOLIANT HEALTH	R	11/16/2018	\$6,630.00	11/16/2018	
295562	SOUTH SI000	SOUTH SIDE CONTROL SUPPL	R	11/16/2018	\$187.99	11/16/2018	
295563	SPRING-A000	SPRING-ALIGN	R	11/16/2018	\$346.23	11/16/2018	
295564	STANDARD007	STANDARD PIPE & SUPPLY IN	R	11/16/2018	\$2,882.36	11/16/2018	
295565	SUBURBAN004	SUBURBAN TRIM & GLASS	R	11/16/2018	\$1,183.80	11/16/2018	
295566	SUPPLYWO001	SUPPLYWORKS	R	11/16/2018	\$12,357.90	11/16/2018	
295567	TEACHER 003	TEACHER CREATED MATERIALS	R	11/16/2018	\$1,099.97	11/16/2018	
295568	TEACHERS012	TEACHERS CURRICULUM INSTI	R	11/16/2018	\$14,152.95	11/16/2018	
295569	TELCOM I000	TELCOM INNOVATIONS GROUP	R	11/16/2018	\$292.50	11/16/2018	
295570	TERRACE 000	TERRACE SUPPLY COMPANY	R	11/16/2018	\$95.23	11/16/2018	
295571	TIME FOR000	TIME FOR KIDS	R	11/16/2018	\$574.94	11/16/2018	
295572	TOSHIBA 000	TOSHIBA BUSINESS SOLUTION	R	11/16/2018	\$961.50	11/16/2018	
295573	TOSHIBA 003	TOSHIBA FINANCIAL SERVICE	R	11/16/2018	\$13,209.63	11/16/2018	
295574	ULINE 000	ULINE	R	11/16/2018	\$26.68	11/16/2018	
295575	UNITY SC000	UNITY SCHOOL BUS PARTS	R	11/16/2018	\$1,526.90	11/16/2018	
295576	UNIVERSA001	UNIVERSAL TAXI DISPATCH	R	11/16/2018	\$450.00	11/16/2018	
295577	VERITIV 001	VERITIV OPERATING COMPANY	R	11/16/2018	\$770.00	11/16/2018	
295578	VERIZON 000	VERIZON WIRELESS	R	11/16/2018	\$4,749.90	11/16/2018	
295579	VIRCO MF000	VIRCO MFG COMPANY	R	11/16/2018	\$1,700.00	11/16/2018	
295580	WAREHOUS000	WAREHOUSE DIRECT / METRO	R	11/16/2018	\$43,563.78	11/16/2018	
295581	WISCONSI002	WISCONSIN GLACIER SPRINGS	R	11/16/2018	\$82.26	11/16/2018	
295582	XEROX CO001	XEROX CORPORATION	R	11/16/2018	\$375.70	11/16/2018	
Number Of Checks:				127	\$661,551.01		
Total Checks:				127	\$661,551.01		
<u>Totals:</u>				<u>Bank</u>	<u>Total \$\$</u>		
				AP	\$661,551.01		

\*\*\*\*\* End of report \*\*\*\*\*



Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
181900423	APRILKAR003	APRILE, KAREN	A	11/16/2018	\$11.48	11/16/2018
181900424	BOSSLANN000	BOSSLET, ANNE R.	A	11/16/2018	\$66.96	11/16/2018
181900425	BUBARNIK002	BUBARIS, NIKOLAOS	A	11/16/2018	\$25.00	11/16/2018
181900426	CHRISLAU000	CHRIST, LAUREN M.	A	11/16/2018	\$147.97	11/16/2018
181900427	CIMO JOS000	CIMO, JOSHUA J.	A	11/16/2018	\$27.52	11/16/2018
181900428	COOPEJOE000	COOPER, JOELLE	A	11/16/2018	\$23.00	11/16/2018
181900429	DIETZJAS003	DIETZ, JASON	A	11/16/2018	\$81.75	11/16/2018
181900430	ECKMAKRI002	ECKMAN, KRISTEN	A	11/16/2018	\$8.80	11/16/2018
181900431	EMERSDIA002	EMERSON, DIANE M.	A	11/16/2018	\$48.00	11/16/2018
181900432	GEHRISUS000	GEHRING, SUSAN M.	A	11/16/2018	\$341.71	11/16/2018
181900433	GLAVIGAR000	GLAVIANO, GARRET	A	11/16/2018	\$59.13	11/16/2018
181900434	HALLOJAZ000	HALLORAN, JAZLYNN A.	A	11/16/2018	\$27.67	11/16/2018
181900435	HOFTMEL002	HOFT, MELISSA A.	A	11/16/2018	\$7.83	11/16/2018
181900436	JAROSMAL000	JAROSZ, MALISSA J.	A	11/16/2018	\$35.50	11/16/2018
181900437	JENKIKIM002	JENKINSON, KIMBERLY	A	11/16/2018	\$56.00	11/16/2018
181900438	KRAVIJAC002	KRAVITZ, JACQUELINE R.	A	11/16/2018	\$19.43	11/16/2018
181900439	MARINJEA000	MARINO, JEANNE M.	A	11/16/2018	\$46.00	11/16/2018
181900440	MARTIANI000	MARTIN DELCAMPO, ANITA	A	11/16/2018	\$149.15	11/16/2018
181900441	MARTICOL000	MARTINEZ, COLLEEN	A	11/16/2018	\$44.97	11/16/2018
181900442	ROSSISAR000	ROSSI, SARA	A	11/16/2018	\$49.60	11/16/2018
181900443	SMITHERI000	SMITH, ERIKA L.	A	11/16/2018	\$59.97	11/16/2018
181900444	SWIERMAR000	SWIERAD, MARGARET	A	11/16/2018	\$122.63	11/16/2018
181900445	TRAUSHEA002	TRAUSCH, HEATHER	A	11/16/2018	\$30.79	11/16/2018
Number Of Checks:			23		\$1,490.86	
Total Checks:			23		\$1,490.86	
Totals:			Bank		Total \$\$	
			AP		\$1,490.86	

\*\*\*\*\* End of report \*\*\*\*\*

CERTIFICATION OF VOUCHERS  
COMMUNITY CONSOLIDATED SCHOOL  
DISTRICT NO. 15 COOK COUNTY,  
ILLINOIS 60067

TO: MICHAEL M. ADAMCZYK  
SCHOOL DISTRICT 15 TREASURER

This is to certify that the expenditures listed in the accompanying report have been incurred and that the Board of Education has audited and approved the same, at a meeting held December 12, 2018 and you are requested to issue checks for the same.

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PRESIDENT

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SECRETARY

VOUCHER NO.'S     295605 - 295680  
ACH NO. 'S         181900451 - 181900470  
(CHECK REGISTERS ATTACHED)

HARRIS BANK

10 EDUCATION FUND	\$	299,625.20
20 OPERATIONS & MAINTENANCE FUND	\$	54,731.94
40 TRANSPORTATION FUND	\$	42,551.59
60 CAPITAL PROJECTS FUND	\$	-
80 TORT IMMUNITY/JUDGEMENT	\$	1,462.04
90 FIRE PREVENTION & SAFETY FUND	\$	-
97 STUDENT ACTIVITY FUND	\$	22,504.52
TOTAL	\$	420,875.29

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
295605	AL WARRE000	AL WARREN OIL CO INC	R	11/28/2018	\$18,903.05	11/28/2018
295606	ALEXIAN 000	ALEXIAN BROTHERS BEHAVIOR	R	11/28/2018	\$1,100.00	11/28/2018
295607	ALL-ILLI000	ALL-ILLINOIS JUNIOR BAND	R	11/28/2018	\$150.00	11/28/2018
295608	AMERICAN012	AMERICAN READING COMPANY	R	11/28/2018	\$8,160.00	11/28/2018
295609	APPLE CO000	APPLE COMPUTER INC	R	11/28/2018	\$379.00	11/28/2018
295610	ARLYN DA000	ARLYN DAY SCHOOL	R	11/28/2018	\$5,086.66	11/28/2018
295611	ASSURED 000	ASSURED HEALTHCARE	R	11/28/2018	\$11,938.16	11/28/2018
295612	AT&T LON000	AT&T LONG DISTANCE	R	11/28/2018	\$246.20	11/28/2018
295613	BENNY'S 000	BENNY'S SERVICE CENTER IN	R	11/28/2018	\$1,242.00	11/28/2018
295614	BRAKE AL000	BRAKE ALIGN PARTS & SERVI	R	11/28/2018	\$813.47	11/28/2018
295615	CAMELOT 000	CAMELOT EDUCATION	R	11/28/2018	\$3,985.08	11/28/2018
295616	CENTRAL 010	CENTRAL ILLINOIS TRUCKS I	R	11/28/2018	\$840.82	11/28/2018
295617	CHEMCRAF000	CHEMCRAFT	R	11/28/2018	\$18,930.22	11/28/2018
295618	COMED 000	COMED	R	11/28/2018	\$4,732.21	11/28/2018
295619	DREISILK001	DREISILKER ELECTRIC MOTOR	R	11/28/2018	\$184.32	11/28/2018
295620	EBS HEAL000	EBS HEALTHCARE	R	11/28/2018	\$2,784.60	11/28/2018
295621	FIX THIS000	FIX THIS! INSTRUMENT REPA	R	11/28/2018	\$220.00	11/28/2018
295622	FOLLETT 009	FOLLETT SCHOOL SOLUTIONS	R	11/28/2018	\$709.28	11/28/2018
295623	GEHRISUE001	GEHRING, SUE	R	11/28/2018	\$394.84	11/28/2018
295624	GRAINGER000	GRAINGER	R	11/28/2018	\$996.80	11/28/2018
295625	HEALTHPR000	HEALTHPRO HERITAGE LLC	R	11/28/2018	\$8,910.72	11/28/2018
295626	HILLETIM000	HILLEBRAND, TIMOTHY	R	11/28/2018	\$71.07	11/28/2018
295627	IASA 000	IASA	R	11/28/2018	\$3,607.52	11/28/2018
295628	ICON GRA000	ICON GRAPHICS	R	11/28/2018	\$144.00	11/28/2018
295629	ILLINOIS028	ILLINOIS STATE POLICE	R	11/28/2018	\$1,107.00	11/28/2018
295630	INDEPEND003	INDEPENDENCE PLUS INC	R	11/28/2018	\$14,092.00	11/28/2018
295631	INTENTIO000	INTENTIONAL SYNERGY	R	11/28/2018	\$800.00	11/28/2018
295632	ITR SYST000	ITR SYSTEMS	R	11/28/2018	\$3,500.38	11/28/2018
295633	JC LICHT000	JC LICHT LLC	R	11/28/2018	\$179.50	11/28/2018
295634	JP MORGAA002	JP MORGAN CHASE NATIONAL	C	11/28/2018	\$0.00	11/28/2018
295635	JP MORGAA002	JP MORGAN CHASE NATIONAL	C	11/28/2018	\$0.00	11/28/2018
295636	JP MORGAA002	JP MORGAN CHASE NATIONAL	C	11/28/2018	\$0.00	11/28/2018
295637	JP MORGAA002	JP MORGAN CHASE NATIONAL	R	11/28/2018	\$149,954.75	11/28/2018
295638	KUJAWDZ000	KUJAWA, ZDZISLAW	R	11/28/2018	\$71.07	11/28/2018
295639	LAMANMIK000	LAMAN, MIKE	R	11/28/2018	\$142.14	11/28/2018
295640	LEACH EN000	LEACH ENTERPRISES INC	R	11/28/2018	\$824.38	11/28/2018
295641	LOWERY M000	LOWERY MCDONNELL CO	R	11/28/2018	\$12,006.51	11/28/2018
295642	MARIODAV000	MARION, DAVID	R	11/28/2018	\$135.00	11/28/2018
295643	MARTIANG001	MARTINEZ, ANGELA	R	11/28/2018	\$4,875.00	11/28/2018
295644	MARTIMIC000	MARTIN, MICHAEL	R	11/28/2018	\$71.07	11/28/2018
295645	METRO TA000	METRO TANK AND PUMP COMPA	R	11/28/2018	\$275.00	11/28/2018
295646	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	R	11/28/2018	\$4,072.83	11/28/2018
295647	MOLENCR000	MOLEND, CHRISTOPHER	R	11/28/2018	\$120.00	11/28/2018
295648	MOSYLE C000	MOSYLE CORP	R	11/28/2018	\$1,925.00	11/28/2018
295649	NAPA OF 000	NAPA OF PALATINE	R	11/28/2018	\$332.63	11/28/2018
295650	NEUCO IN000	NEUCO INC	R	11/28/2018	\$297.59	11/28/2018
295651	NORTH CO001	NORTH COOK INTERMEDIATE S	R	11/28/2018	\$3,435.53	11/28/2018
295652	NORTHWES019	NORTHWEST COMMUNITY HEALT	R	11/28/2018	\$920.00	11/28/2018
295653	NORTHWES022	NORTHWEST COMMUNITY HOSPI	R	11/28/2018	\$360.00	11/28/2018
295654	NSSEO 000	NSSEO	R	11/28/2018	\$54,040.86	11/28/2018
295655	ORTIZTER000	ORTIZ, TERESA S.	R	11/28/2018	\$302.50	11/28/2018
295656	POMP'S T000	POMP'S TIRE SERVICE INC	R	11/28/2018	\$3,074.33	11/28/2018

## Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
AP HARRIS BANK							
*****Continued*****							
295657	R & G C000	R & G CONSULTANTS	R	11/28/2018	\$9,624.16	11/28/2018	
295658	RADI-LIN000	RADI-LINK INC	R	11/28/2018	\$592.50	11/28/2018	
295659	RUSH TRU002	RUSH TRUCK CENTER GRAYSLA	R	11/28/2018	\$1,936.14	11/28/2018	
295660	SAMS CLU000	SAMS CLUB DIRECT	R	11/28/2018	\$290.94	11/28/2018	
295661	SCALEMIC001	SCALETТА, MICHAEL	R	11/28/2018	\$89.96	11/28/2018	
295662	SECOND C000	SECOND CITY WORKS	R	11/28/2018	\$4,225.00	11/28/2018	
295663	SHAFIMUH000	SHAFI, MUHAMMAD	R	11/28/2018	\$285.44	11/28/2018	
295664	SHIFFLER000	SHIFFLER EQUIPMENT SALES	R	11/28/2018	\$110.26	11/28/2018	
295665	SOLARIS 000	SOLARIS ROOFING SOLUTIONS	R	11/28/2018	\$322.00	11/28/2018	
295666	SOLIANT 000	SOLIANT HEALTH	R	11/28/2018	\$4,420.00	11/28/2018	
295667	SONITROL000	SONITROL CHICAGOLAND NORT	R	11/28/2018	\$7,149.78	11/28/2018	
295668	SPRING-A000	SPRING-ALIGN	R	11/28/2018	\$1,673.18	11/28/2018	
295669	STORTJAM000	STORTZ, JAMIE	R	11/28/2018	\$3,150.00	11/28/2018	
295670	STREAMWO000	STREAMWOOD BEHAVIORAL HEA	R	11/28/2018	\$200.00	11/28/2018	
295671	SUNBELT 000	SUNBELT STAFFING	R	11/28/2018	\$2,228.59	11/28/2018	
295672	SUPPLYWO001	SUPPLYWORKS	R	11/28/2018	\$762.60	11/28/2018	
295673	UNITED R000	UNITED RADIO COMMUNICATIO	R	11/28/2018	\$4,903.99	11/28/2018	
295674	UNITY SC000	UNITY SCHOOL BUS PARTS	R	11/28/2018	\$6,212.46	11/28/2018	
295675	VERIZON 000	VERIZON WIRELESS	R	11/28/2018	\$34.92	11/28/2018	
295676	VILLAGE 002	VILLAGE OF PALATINE	R	11/28/2018	\$4,788.12	11/28/2018	
295677	VSA INC 001	VSA INC	R	11/28/2018	\$650.00	11/28/2018	
295678	WASTE MA000	WASTE MANAGEMENT	R	11/28/2018	\$9,027.55	11/28/2018	
295679	WINSTON 007	WINSTON KNOLLS EDUCATION	R	11/28/2018	\$4,011.28	11/28/2018	
295680	ZEP SALE000	ZEP SALES AND SERVICES	R	11/28/2018	\$265.99	11/28/2018	
Number Of Checks:				76	\$418,399.95		
Total Checks:				76	\$418,399.95		
Totals:				Bank	Total \$\$		
				AP	\$418,399.95		

\*\*\*\*\* End of report \*\*\*\*\*

## Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
<b>AP HARRIS BANK</b>							
181900451	ARENBJOS000	ARENBERG, JOSEPH A.	A	11/28/2018	\$45.78	11/28/2018	11/28/2018
181900452	ARNDTSUS002	ARNDT, SUSAN D.	A	11/28/2018	\$273.59	11/28/2018	11/28/2018
181900453	BARBIMAT000	BARBINI, MATTHEW	A	11/28/2018	\$31.01	11/28/2018	11/28/2018
181900454	BORRELIS002	BORRE, LISA M.	A	11/28/2018	\$40.00	11/28/2018	11/28/2018
181900455	BOULTDON000	BOULTER, DONNA	A	11/28/2018	\$138.60	11/28/2018	11/28/2018
181900456	CIMO JOS000	CIMO, JOSHUA J.	A	11/28/2018	\$43.33	11/28/2018	11/28/2018
181900457	CORRIALI000	CORRIGAN, ALICIA	A	11/28/2018	\$110.80	11/28/2018	11/28/2018
181900458	DRESSLOR000	DRESSEL, LORRENE	A	11/28/2018	\$46.68	11/28/2018	11/28/2018
181900459	GEHRISUS000	GEHRING, SUSAN M.	A	11/28/2018	\$225.00	11/28/2018	11/28/2018
181900460	GUSKEGIA002	GUSKEY, GIANNA	A	11/28/2018	\$510.37	11/28/2018	11/28/2018
181900461	HACKLELI000	HACKL, ELISE	A	11/28/2018	\$62.40	11/28/2018	11/28/2018
181900462	HAJOSCYN000	HAJOST, CYNTHIA J.	A	11/28/2018	\$8.04	11/28/2018	11/28/2018
181900463	HAMILLYN000	HAMILTON, LYNN	A	11/28/2018	\$130.00	11/28/2018	11/28/2018
181900464	HAYS PAU000	HAYS, PAUL P.	A	11/28/2018	\$48.00	11/28/2018	11/28/2018
181900465	LIGHTROB000	LIGHTFOOT, ROBERT	A	11/28/2018	\$54.00	11/28/2018	11/28/2018
181900466	MANKASTE000	MANKA, STEVEN J.	A	11/28/2018	\$113.91	11/28/2018	11/28/2018
181900467	NELSODAV000	NELSON, DAVID A.	A	11/28/2018	\$26.16	11/28/2018	11/28/2018
181900468	THOMASHE003	THOMAS, SHERRI L.	A	11/28/2018	\$211.32	11/28/2018	11/28/2018
181900469	THOMPHEA000	THOMPSON, HEATHER L.	A	11/28/2018	\$130.00	11/28/2018	11/28/2018
181900470	THOMPSCO001	THOMPSON, SCOTT B.	A	11/28/2018	\$226.35	11/28/2018	11/28/2018

Number Of Checks: 20 \$2,475.34

Total Checks: 20 \$2,475.34

Totals:	Bank	Total \$\$
	AP	\$2,475.34

\*\*\*\*\* End of report \*\*\*\*\*

CERTIFICATION OF VOUCHERS  
COMMUNITY CONSOLIDATED SCHOOL  
DISTRICT NO. 15 COOK COUNTY,  
ILLINOIS 60067

TO: MICHAEL M. ADAMCZYK  
SCHOOL DISTRICT 15 TREASURER

This is to certify that the expenditures listed in the accompanying report have been incurred and that the Board of Education has audited and approved the same, at a meeting held December 12, 2018 and you are requested to issue checks for the same.

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PRESIDENT

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SECRETARY

VOUCHER NO.'S     295681 - 295824  
ACH NO. 'S         181900472 - 181900506  
(CHECK REGISTERS ATTACHED)

HARRIS BANK

10 EDUCATION FUND	\$	335,860.54
20 OPERATIONS & MAINTENANCE FUND	\$	113,319.66
40 TRANSPORTATION FUND	\$	33,720.48
60 CAPITAL PROJECTS FUND	\$	93,852.95
80 TORT IMMUNITY/JUDGEMENT	\$	-
90 FIRE PREVENTION & SAFETY FUND	\$	-
97 STUDENT ACTIVITY FUND	\$	1,971.51
TOTAL	\$	578,725.14

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
295681	ACCURATE004	ACCURATE PIANO	R	12/12/2018	\$1,500.00	12/12/2018
295682	AL WARRE000	AL WARREN OIL CO INC	R	12/12/2018	\$18,141.88	12/12/2018
295683	ALPHA BA000	ALPHA BAKING CO INC	R	12/12/2018	\$1,163.40	12/12/2018
295684	AMERICAN000	AMERICAN ARBITRATION ASSO	R	12/12/2018	\$150.00	12/12/2018
295685	ANDERSON000	ANDERSON LOCK CO	R	12/12/2018	\$213.40	12/12/2018
295686	ASSETGEN000	ASSETGENIE INC	R	12/12/2018	\$533.00	12/12/2018
295687	ASSURED 000	ASSURED HEALTHCARE	R	12/12/2018	\$4,452.34	12/12/2018
295688	AT&T 000	AT&T	R	12/12/2018	\$10,119.22	12/12/2018
295689	AT&T 000	AT&T	R	12/12/2018	\$17,893.95	12/12/2018
295690	ATHLETIC001	ATHLETIC EQUIPMENT SOURCE	R	12/12/2018	\$484.00	12/12/2018
295691	ATLURNAV000	ATLURO, NAVEEN	R	12/12/2018	\$250.00	12/12/2018
295692	AUTO-JET000	AUTO-JET MUFFLER CORP	R	12/12/2018	\$1,243.42	12/12/2018
295693	BOB'S DA000	BOB'S DAIRY SERVICE	R	12/12/2018	\$30,646.01	12/12/2018
295694	BOELTER 001	BOELTER COMPANIES	R	12/12/2018	\$3,916.44	12/12/2018
295695	BRAKE AL000	BRAKE ALIGN PARTS & SERVI	R	12/12/2018	\$363.52	12/12/2018
295696	CASLON I000	CASLON INC	R	12/12/2018	\$1,107.57	12/12/2018
295697	CASSANDR000	CASSANDRA STRINGS	R	12/12/2018	\$456.10	12/12/2018
295698	CENGAGE 000	CENGAGE LEARNING	R	12/12/2018	\$1,389.00	12/12/2018
295699	CENTER F005	CENTER FOR PSYCHOLOGICAL	R	12/12/2018	\$550.00	12/12/2018
295700	CENTRAL 010	CENTRAL ILLINOIS TRUCKS I	R	12/12/2018	\$1,190.88	12/12/2018
295701	CHAMPION000	CHAMPION ENERGY LLC	R	12/12/2018	\$18,776.65	12/12/2018
295702	CITY OF 000	CITY OF ROLLING MEADOWS	R	12/12/2018	\$1,650.00	12/12/2018
295703	CITY OF 003	CITY OF ROLLING MEADOWS	R	12/12/2018	\$6,376.19	12/12/2018
295704	CLANCAU000	CLANCY, MAUREEN	R	12/12/2018	\$19.00	12/12/2018
295705	CLASSROO007	CLASSROOM CONNECTION DAY	R	12/12/2018	\$5,708.78	12/12/2018
295706	COMCAST 002	COMCAST CABLE	R	12/12/2018	\$53.35	12/12/2018
295707	COMED 000	COMED	R	12/12/2018	\$229.05	12/12/2018
295708	COMMERCI000	COMMERCIAL FOOD SYSTEMS I	R	12/12/2018	\$899.00	12/12/2018
295709	COZZINI 000	COZZINI	R	12/12/2018	\$30.00	12/12/2018
295710	DEFRANCO000	DEFRANCO PLUMBING	C	12/12/2018	\$0.00	12/12/2018
295711	DEFRANCO000	DEFRANCO PLUMBING	C	12/12/2018	\$0.00	12/12/2018
295712	DEFRANCO000	DEFRANCO PLUMBING	R	12/12/2018	\$25,123.84	12/12/2018
295713	DREISILK001	DREISILKER ELECTRIC MOTOR	R	12/12/2018	\$255.00	12/12/2018
295714	EBS HEAL000	EBS HEALTHCARE	R	12/12/2018	\$3,248.70	12/12/2018
295715	EDUCATIO022	EDUCATIONAL DATA SYSTEMS	R	12/12/2018	\$11,580.00	12/12/2018
295716	EDWARD D001	EDWARD DON & COMPANY LLC	R	12/12/2018	\$5,800.00	12/12/2018
295717	ESSCOE L000	ESSCOE LLC	R	12/12/2018	\$4,736.50	12/12/2018
295718	EVEREST 000	EVEREST ENERGY & CONTROL	R	12/12/2018	\$4,199.00	12/12/2018
295719	FILTER S000	FILTER SERVICES INC.	R	12/12/2018	\$3,711.28	12/12/2018
295720	FIX THIS000	FIX THIS! INSTRUMENT REPA	R	12/12/2018	\$65.00	12/12/2018
295721	GALLASEA000	GALLAGHER, SEAN	R	12/12/2018	\$350.00	12/12/2018
295722	GENERAL 006	GENERAL PARTS LLC	R	12/12/2018	\$263.75	12/12/2018
295723	GEORGELO000	GEORGELO PIZZA-CHICAGO IN	R	12/12/2018	\$1,510.50	12/12/2018
295724	GET FRES000	GET FRESH PRODUCE INC	R	12/12/2018	\$4,713.67	12/12/2018
295725	GILBANE 000	GILBANE BUILDING COMPANY	R	12/12/2018	\$173.65	12/12/2018
295726	GILLIHOL001	GILLIAM, HOLLY	R	12/12/2018	\$28.76	12/12/2018
295727	GORDON F002	GORDON FOOD SERVICE	R	12/12/2018	\$6,324.24	12/12/2018
295728	GRAINGER000	GRAINGER	R	12/12/2018	\$494.11	12/12/2018
295729	GRAYBAR 000	GRAYBAR ELECTRIC	R	12/12/2018	\$1,876.94	12/12/2018
295730	GW BERKH000	GW BERKHEIMER CO INC	R	12/12/2018	\$238.61	12/12/2018
295731	HEINEMAN000	HEINEMANN	R	12/12/2018	\$2,298.45	12/12/2018
295732	HERNAFRA000	HERNANDEZ, FRANK	R	12/12/2018	\$5.20	12/12/2018

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP HARRIS BANK						
*****Continued*****						
295733	HERSHEY'001	HERSHEY'S ICE CREAM	C	12/12/2018	\$0.00	12/12/2018
295734	HERSHEY'001	HERSHEY'S ICE CREAM	R	12/12/2018	\$4,761.94	12/12/2018
295735	HODGES L000	HODGES LOIZZI EISENHAMMER	R	12/12/2018	\$23,009.42	12/12/2018
295736	IAER VIS000	IAER VISION CONF - ATTN:	R	12/12/2018	\$170.00	12/12/2018
295737	IJAS C/O000	IJAS C/O ELIZABETH SPECTO	R	12/12/2018	\$300.00	12/12/2018
295738	ILLINI P000	ILLINI POWER PRODUCTS	R	12/12/2018	\$1,470.00	12/12/2018
295739	INDEPEND003	INDEPENDENCE PLUS INC	R	12/12/2018	\$2,457.00	12/12/2018
295740	INTENTIO000	INTENTIONAL SYNERGY	R	12/12/2018	\$1,106.65	12/12/2018
295741	INTERSTA001	INTERSTATE POWER SYSTEMS	R	12/12/2018	\$10.00	12/12/2018
295742	ITU ABSO000	ITU ABSORB TECH INC	R	12/12/2018	\$663.41	12/12/2018
295743	JOHNSON 000	JOHNSON CONTROLS SECURITY	R	12/12/2018	\$370.96	12/12/2018
295744	KARCHER 001	KARCHER NORTH AMERICA	R	12/12/2018	\$2,535.51	12/12/2018
295745	KENT AUT000	KENT AUTOMOTIVE/LAWSON PR	R	12/12/2018	\$66.89	12/12/2018
295746	KLACZDAV000	KLACZEK, DAVID	R	12/12/2018	\$225.00	12/12/2018
295747	KOCI ROB000	KOCI, ROBERT F. JR	R	12/12/2018	\$71.07	12/12/2018
295748	KOHL WHO000	KOHL WHOLESale	C	12/12/2018	\$0.00	12/12/2018
295749	KOHL WHO000	KOHL WHOLESale	C	12/12/2018	\$0.00	12/12/2018
295750	KOHL WHO000	KOHL WHOLESale	C	12/12/2018	\$0.00	12/12/2018
295751	KOHL WHO000	KOHL WHOLESale	R	12/12/2018	\$49,338.29	12/12/2018
295752	L&W SUPP001	L&W SUPPLY CORP - 774496	R	12/12/2018	\$936.70	12/12/2018
295753	LAND O'L000	LAND O'LAKES, INC	R	12/12/2018	\$2,396.74	12/12/2018
295754	LEACH EN000	LEACH ENTERPRISES INC	R	12/12/2018	\$608.44	12/12/2018
295755	LEARNING000	LEARNING A-Z	R	12/12/2018	\$2,501.72	12/12/2018
295756	LECHNER 000	LECHNER AND SONS INC	R	12/12/2018	\$205.07	12/12/2018
295757	MANEVAL 000	MANEVAL CONSTRUCTION CO	R	12/12/2018	\$44,068.40	12/12/2018
295758	MCMASTER000	MCMASTER-CARR SUPPLY CO	R	12/12/2018	\$373.45	12/12/2018
295759	MDM MECH000	MDM MECHANICAL SVCS LLC	R	12/12/2018	\$8,402.99	12/12/2018
295760	MENARDS 000	MENARDS INC	R	12/12/2018	\$19.99	12/12/2018
295761	MENTA AC000	MENTA ACADEMY HILLSIDE	R	12/12/2018	\$10,101.06	12/12/2018
295762	METRO PR000	METRO PREP	R	12/12/2018	\$11,150.16	12/12/2018
295763	MICRO MA000	MICRO MAIN	R	12/12/2018	\$1,184.15	12/12/2018
295764	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	R	12/12/2018	\$3,001.49	12/12/2018
295765	MORE THA000	MORE THAN WORDS INTERPRET	R	12/12/2018	\$741.52	12/12/2018
295766	MUSIC & 000	MUSIC & ARTS CENTERS ATTN	R	12/12/2018	\$328.43	12/12/2018
295767	MUSIC IS000	MUSIC IS ELEMENTARY	R	12/12/2018	\$4,385.00	12/12/2018
295768	NEMMEDEN000	NEMMERS, DENIS	R	12/12/2018	\$71.07	12/12/2018
295769	NEUCO IN000	NEUCO INC	R	12/12/2018	\$683.70	12/12/2018
295770	NEVCO SP000	NEVCO SPORTS, LLC	R	12/12/2018	\$4,596.64	12/12/2018
295771	NEW CONN000	NEW CONNECTIONS ACADEMY	R	12/12/2018	\$2,824.40	12/12/2018
295772	NICOR GA002	NICOR GAS	R	12/12/2018	\$222.77	12/12/2018
295773	NORTHWES014	NORTHWEST TRUCKS INC	R	12/12/2018	\$260.63	12/12/2018
295774	NWC BODY000	NWC BODY WORKS	R	12/12/2018	\$234.56	12/12/2018
295775	ORTIZTER000	ORTIZ, TERESA S.	R	12/12/2018	\$330.00	12/12/2018
295776	OSA INTE000	OSA INTEGRATED SOLUTIONS	R	12/12/2018	\$3,174.30	12/12/2018
295777	P&M DIST001	P&M DISTRIBUTORS INC	R	12/12/2018	\$561.73	12/12/2018
295778	PARKLAND000	PARKLAND PREPARATORY ACAD	R	12/12/2018	\$6,569.60	12/12/2018
295779	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295780	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295781	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295782	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295783	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018



Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP HARRIS BANK						
*****Continued*****						
295784	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295785	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295786	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	12/12/2018	\$0.00	12/12/2018
295787	PERFORMA002	PERFORMANCE FOODSERVICE-C	R	12/12/2018	\$46,519.25	12/12/2018
295788	PIONEER 001	PIONEER DRAMA SERVICE	R	12/12/2018	\$514.75	12/12/2018
295789	PRESUKAR000	PRESUTTI, KAREN J.	R	12/12/2018	\$867.50	12/12/2018
295790	PROWARE 000	PROWARE / AC DYNA-TITE	R	12/12/2018	\$843.31	12/12/2018
295791	PYRAMID 001	PYRAMID SCHOOL PRODUCTS	R	12/12/2018	\$83.75	12/12/2018
295792	RICHAJEN000	RICHARD, JENNIFER L.	R	12/12/2018	\$3,000.00	12/12/2018
295793	ROTARY C000	ROTARY CLUB OF PALATINE	R	12/12/2018	\$180.00	12/12/2018
295794	RUSH TRU002	RUSH TRUCK CENTER GRAYSLA	R	12/12/2018	\$819.53	12/12/2018
295795	SAFETY-K000	SAFETY-KLEEN SYSTEMS, INC	R	12/12/2018	\$910.00	12/12/2018
295796	SAMS CLU000	SAMS CLUB DIRECT	R	12/12/2018	\$56.82	12/12/2018
295797	SCHOOL S000	SCHOOL SPECIALTY INC	R	12/12/2018	\$476.04	12/12/2018
295798	SCREEN M000	SCREEN MACHINE CO INC. TH	R	12/12/2018	\$1,078.00	12/12/2018
295799	SHAFIMUH000	SHAFI, MUHAMMAD	R	12/12/2018	\$203.19	12/12/2018
295800	SHERWIN-000	SHERWIN-WILLIAMS	R	12/12/2018	\$41.98	12/12/2018
295801	SKYWARD 000	SKYWARD INC	R	12/12/2018	\$5,400.00	12/12/2018
295802	SOLARIS 000	SOLARIS ROOFING SOLUTIONS	R	12/12/2018	\$6,671.00	12/12/2018
295803	SOLIANT 000	SOLIANT HEALTH	R	12/12/2018	\$2,210.00	12/12/2018
295804	SPECIAL 000	SPECIAL EDUCATION SYSTEMS	R	12/12/2018	\$3,041.30	12/12/2018
295805	SPRING-A000	SPRING-ALIGN	R	12/12/2018	\$1,252.25	12/12/2018
295806	STANDARD007	STANDARD PIPE & SUPPLY IN	R	12/12/2018	\$514.01	12/12/2018
295807	STREAMWO000	STREAMWOOD BEHAVIORAL HEA	R	12/12/2018	\$160.00	12/12/2018
295808	STUCKEY 000	STUCKEY CONSTRUCTION CO	R	12/12/2018	\$49,610.90	12/12/2018
295809	SUBURBAN003	SUBURBAN SUPERINTENDENT'S	R	12/12/2018	\$50.00	12/12/2018
295810	SUPPLYWO001	SUPPLYWORKS	R	12/12/2018	\$11,038.50	12/12/2018
295811	TEACHER 003	TEACHER CREATED MATERIALS	R	12/12/2018	\$2,800.00	12/12/2018
295812	TECHNOLO003	TECHNOLOGY MANAGEMENT REV	R	12/12/2018	\$6,075.00	12/12/2018
295813	TERRACE 000	TERRACE SUPPLY COMPANY	R	12/12/2018	\$27.50	12/12/2018
295814	THERMOSY000	THERMOSYSTEMS	R	12/12/2018	\$1,934.96	12/12/2018
295815	TWOTREES000	TWOTREES TECHNOLOGIES LLC	R	12/12/2018	\$600.00	12/12/2018
295816	UNITY SC000	UNITY SCHOOL BUS PARTS	R	12/12/2018	\$1,114.82	12/12/2018
295817	VALVOLIN001	VALVOLINE LLC	R	12/12/2018	\$1,689.46	12/12/2018
295818	VERITIV 001	VERITIV OPERATING COMPANY	R	12/12/2018	\$3,281.00	12/12/2018
295819	VIRTUAL 000	VIRTUAL CONNECTIONS ACADE	R	12/12/2018	\$5,796.66	12/12/2018
295820	WALLACE 000	WALLACE PACKAGING LLC	R	12/12/2018	\$725.00	12/12/2018
295821	WAREHOUS000	WAREHOUSE DIRECT / METRO	R	12/12/2018	\$565.93	12/12/2018
295822	WISCONSI002	WISCONSIN GLACIER SPRINGS	R	12/12/2018	\$149.82	12/12/2018
295823	WURTH US000	WURTH USA INC	R	12/12/2018	\$365.40	12/12/2018
295824	XEROX F000	XEROX FINANCIAL SERVICES	R	12/12/2018	\$9,760.35	12/12/2018
Number Of Checks:				144	\$573,422.18	
Total Checks:				144	\$573,422.18	
Totals:				Bank	Total \$\$	
				AP	\$573,422.18	

\*\*\*\*\* End of report \*\*\*\*\*

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP HARRIS BANK						
181900472	ALAGHJYO000	ALAGH, JYOTIKA	A	12/12/2018	\$150.00	12/12/2018
181900473	ARNDTSUS002	ARNDT, SUSAN D.	A	12/12/2018	\$61.86	12/12/2018
181900474	BEATTSHE002	BEATTIE, SHERI	A	12/12/2018	\$250.00	12/12/2018
181900475	COBB MEG000	COBB, MEGAN	A	12/12/2018	\$3.96	12/12/2018
181900476	COOK ROB000	COOK, ROBYN N.	A	12/12/2018	\$25.07	12/12/2018
181900477	COUGHANN000	COUGHLAN, ANNICE	A	12/12/2018	\$4.36	12/12/2018
181900478	COUTTCAR000	COUTTS SIEPKA, CAROL J.	A	12/12/2018	\$73.07	12/12/2018
181900479	DANIEAMB002	DANIELCZYK, AMBER J.	A	12/12/2018	\$105.76	12/12/2018
181900480	DEGIUPAT002	DEGIULIO, PATRICIA	A	12/12/2018	\$19.96	12/12/2018
181900481	DONATJEF000	DONATOWICZ, JEFFREY J.	A	12/12/2018	\$59.14	12/12/2018
181900482	EDGARTH000	EDGAR, THOMAS A.	A	12/12/2018	\$55.32	12/12/2018
181900483	GARDNLEE000	GARDNER, LEE D.	A	12/12/2018	\$98.92	12/12/2018
181900484	GILLIMAT000	GILLINGHAM, MATTHEW R.	A	12/12/2018	\$5.72	12/12/2018
181900485	HAYS PAU000	HAYS, PAUL P.	A	12/12/2018	\$98.11	12/12/2018
181900486	JUN-TJEN002	JUN-TAYLOR, JENNIFER	A	12/12/2018	\$1,225.00	12/12/2018
181900487	KIM LYN000	KIM, LYNDIA	A	12/12/2018	\$45.75	12/12/2018
181900488	LE VAN000	LE, VAN T.	A	12/12/2018	\$63.95	12/12/2018
181900489	MICHATIM000	MICHALSKI, TIMOTHY D.	A	12/12/2018	\$113.31	12/12/2018
181900490	MOLLEKEL002	MOLLENHAUER, KELLY J.	A	12/12/2018	\$150.97	12/12/2018
181900491	MURRACOL000	MURRAY, COLE	A	12/12/2018	\$4.91	12/12/2018
181900492	O'BRICOL000	O'BRIEN, COLLEEN	A	12/12/2018	\$130.00	12/12/2018
181900493	OSBURASH000	OSBURN, ASHTON	A	12/12/2018	\$56.68	12/12/2018
181900494	PEEBLANE000	PEEBLES, ANETTA K.	A	12/12/2018	\$133.00	12/12/2018
181900495	PREBIPAT000	PREBIL, PATRICIA	A	12/12/2018	\$56.36	12/12/2018
181900496	RUSSOSAB002	RUSSO, SABRINA	A	12/12/2018	\$146.55	12/12/2018
181900497	SANCHMEG002	SANCHEZ, MEGHAN J.	A	12/12/2018	\$97.29	12/12/2018
181900498	SASSOLAW002	SASSO, LAWRENCE	A	12/12/2018	\$64.78	12/12/2018
181900499	SEICKPAM000	SEICK, PAMELA A.	A	12/12/2018	\$157.62	12/12/2018
181900500	SIMONGAR002	SIMONIAN, GARY V.	A	12/12/2018	\$143.98	12/12/2018
181900501	SMITHLAU000	SMITH, LAURA L.	A	12/12/2018	\$149.00	12/12/2018
181900502	SOLE KAT003	SOLE, KATHARINE M.	A	12/12/2018	\$40.62	12/12/2018
181900503	SWANLLAU002	SWANLUND, LAURA J.	A	12/12/2018	\$25.89	12/12/2018
181900504	WHITNSAL000	WHITNEY, SALLY	A	12/12/2018	\$2.73	12/12/2018
181900505	YAMAMMIH000	YAMAMOTO, MIHOKO	A	12/12/2018	\$3.98	12/12/2018
181900506	ZIELIAND002	ZIELINSKI, ANDRE J.	A	12/12/2018	\$1,479.34	12/12/2018
Number Of Checks:			35		\$5,302.96	
Total Checks:			35		\$5,302.96	
Totals:			Bank		Total \$\$	
			AP		\$5,302.96	

\*\*\*\*\* End of report \*\*\*\*\*

**Community Consolidated School District 15**  
**Activity Fund Report**  
**Month Ending October 31, 2018**

<b>Accounts</b>	<b>Beginning Balance</b>	<b>Receipts</b>	<b>Expenditures</b>	<b>Ending Cash Balance</b>	<b>Encumbrances</b>	<b>Balance</b>
Interest on Savings Accounts	\$75,403.76	\$634.88	\$0.00	\$76,038.64	\$0.00	\$76,038.64
Al Hoover Fund	39,949.29	71.90	-	40,021.19	-	40,021.19
Other Activities	11,153.29	20.07	-	11,173.36	-	11,173.36
Total Trust & Agency Accounts	\$126,506.34	\$726.85	\$0.00	\$127,233.19	\$0.00	\$127,233.19
Student Activity & Convenience	\$453,484.06	\$67,192.17	\$96,010.81	\$424,665.42	\$0.00	\$424,665.42
<b>Grand Total</b>	<b>\$579,990.40</b>	<b>\$67,919.02</b>	<b>\$96,010.81</b>	<b>\$551,898.61</b>	<b>\$0.00</b>	<b>\$551,898.61</b>
<b>Checking / Investment Account Balance</b>						
Harris Bank of Palatine	\$ 551,898.61					
<b>Total Cash in Bank</b>	<b>\$551,898.61</b>					
<b>Total Cash</b>	<b>\$551,898.61</b>					

Difference                      **\$0.00**

Community Consolidated School District 15  
Student Activity Fund Report  
Month Ending October 31, 2018

School	Beginning Balance	Receipts	Expenditures	Ending Cash Balance	Encumbrances	Balance
Jane Addams	\$ 9,077.14	\$ 726.00	\$ 3,825.52	\$ 5,977.62	\$ -	\$ 5,977.62
Central Road	48,315.20	-	2,998.79	45,316.41	-	45,316.41
Winston Campus Elementary	11,404.04	1,072.00	-	12,476.04	-	12,476.04
Kimball Hill	(3.04)	3,914.35	285.55	3,625.76	-	3,625.76
Hunting Ridge	14,167.57	159.25	5,115.37	9,211.45	-	9,211.45
Thomas Jefferson	37,763.76	3,707.86	1,634.62	39,837.00	-	39,837.00
Marion Jordan	14,017.47	-	3,868.92	10,148.55	-	10,148.55
Lake Louise	5,483.77	2,691.00	1,922.33	6,252.44	-	6,252.44
Lincoln	18,841.71	2,977.40	7,132.80	14,686.31	-	14,686.31
Stuart R. Paddock	33,734.67	10,393.02	10,342.41	33,785.28	-	33,785.28
Pleasant Hill	25,475.53	1,428.61	7,993.60	18,910.54	-	18,910.54
Plum Grove Jr. High	14,573.70	12,601.20	5,957.74	21,217.16	-	21,217.16
Gray M. Sanborn	21,665.73	4,443.00	3,436.45	22,672.28	-	22,672.28
Carl Sandburg Jr. High	22,431.14	1,161.00	8,209.54	15,382.60	-	15,382.60
W. R. Sundling Jr. High	54,276.94	7,105.45	19,173.08	42,209.31	-	42,209.31
Virginia Lake	5,246.87	792.78	-	6,039.65	-	6,039.65
F. C. Whiteley	35,026.68	1,335.27	4,009.75	32,352.20	-	32,352.20
Willow Bend	21,201.36	6,279.47	227.45	27,253.38	-	27,253.38
Winston Campus Jr. High	31,241.41	2,646.78	6,361.65	27,526.54	-	27,526.54
John G. Conyers Learning Academy	2,100.00	-	-	2,100.00	-	2,100.00
Special Olympics	10,269.06	-	-	10,269.06	-	10,269.06
<b>Total Student Accts</b>	<b>\$ 436,310.71</b>	<b>\$ 63,434.44</b>	<b>\$ 92,495.57</b>	<b>\$ 407,249.58</b>	<b>\$ -</b>	<b>\$ 407,249.58</b>

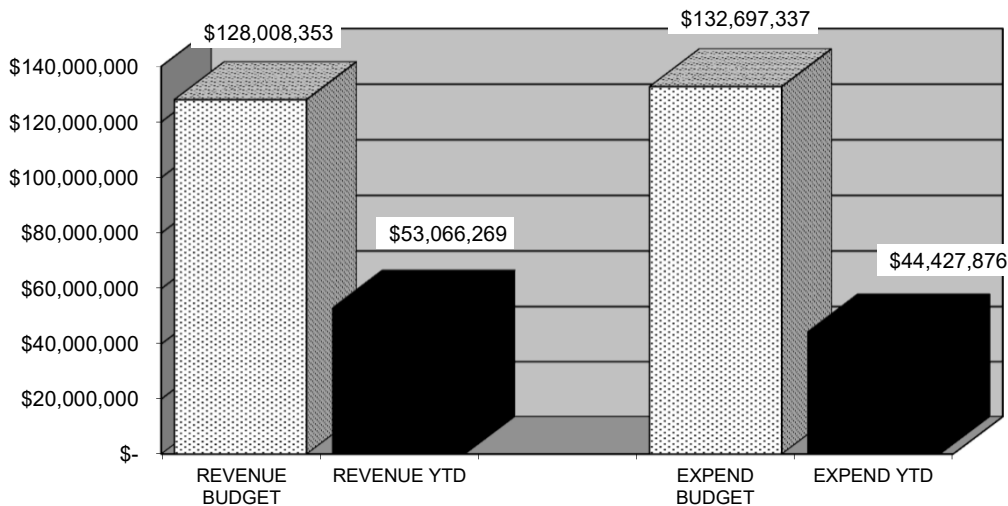
Community Consolidated School District 15  
Convenience Account Fund Report and Summary  
Month Ending October 31, 2018

School	Beginning Balance	Receipts	Expenditures	Ending Cash Balance	Encumbrances	Balance
Jane Addams	\$ (2,257.80)	\$ -	\$ 700.50	\$ (2,958.30)	\$ -	\$ (2,958.30)
Central Road	(464.39)	-	141.25	(605.64)	-	(605.64)
Winston Campus Elementary	(986.49)	-	-	(986.49)	-	(986.49)
Kimball Hill	(820.61)	-	3.41	(824.02)	-	(824.02)
Hunting Ridge	142.02	-	29.06	112.96	-	112.96
Thomas Jefferson	708.38	-	261.80	446.58	-	446.58
Marion Jordan	-	-	-	-	-	-
Lake Louise	(30.99)	36.73	-	5.74	-	5.74
Lincoln	369.07	50.00	318.89	100.18	-	100.18
Stuart R. Paddock	1,609.50	-	601.41	1,008.09	-	1,008.09
Pleasant Hill	82.14	1,630.00	96.12	1,616.02	-	1,616.02
Plum Grove Jr. High	(1,348.77)	343.00	944.60	(1,950.37)	-	(1,950.37)
Gray M. Sanborn	240.54	-	-	240.54	-	240.54
Carl Sandburg Jr. High	6,221.82	-	-	6,221.82	-	6,221.82
W. R. Sundling Jr. High	436.12	-	300.40	135.72	-	135.72
Virginia Lake	632.38	298.00	-	930.38	-	930.38
F. C. Whiteley	1,003.14	-	-	1,003.14	-	1,003.14
Willow Bend	10,239.83	-	-	10,239.83	-	10,239.83
Willow Bend Experience	(2,963.10)	-	-	(2,963.10)	-	(2,963.10)
Winston Campus Jr. High	105.83	-	-	105.83	-	105.83
John G. Conyers Learning Academy	1,898.17	1,200.00	-	3,098.17	-	3,098.17
Transportation	2,123.72	-	117.80	2,005.92	-	2,005.92
Social Work	232.84	200.00	-	432.84	-	432.84
<b>Total Convenience Accts</b>	<b>\$ 17,173.35</b>	<b>\$ 3,757.73</b>	<b>\$ 3,515.24</b>	<b>\$ 17,415.84</b>	<b>\$ -</b>	<b>\$ 17,415.84</b>
<b>Total Student Accts (See Page 1)</b>	<b>\$ 436,310.71</b>	<b>\$ 63,434.44</b>	<b>\$ 92,495.57</b>	<b>\$ 407,249.58</b>	<b>\$ -</b>	<b>\$ 407,249.58</b>
<b>Total Student &amp; Convenience Accts</b>	<b>\$ 453,484.06</b>	<b>\$ 67,192.17</b>	<b>\$ 96,010.81</b>	<b>\$ 424,665.42</b>	<b>\$ -</b>	<b>\$ 424,665.42</b>

## EDUCATIONAL FUND NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 96,683,851.00	\$ 42,727,538.69	44.19%	\$ 53,956,312.31	
INTEREST ON INVESTMENTS	1,100,000.00	323,195.02	29.38%	776,804.98	
CPP REPLACEMENT TAXES	618,142.00	-	0.00%	618,142.00	
OTHER LOCAL REVENUE	2,775,486.00	1,476,305.95	53.19%	1,299,180.05	
STATE REVENUE	17,105,305.00	6,229,685.82	36.42%	10,875,619.18	
FEDERAL REVENUE	9,725,569.00	2,309,543.47	23.75%	7,416,025.53	
	-	-			
<b>TOTALS</b>	<b>\$ 128,008,353.00</b>	<b>\$ 53,066,268.95</b>	<b>41.46%</b>	<b>\$ 74,942,084.05</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
SALARIES	\$ 94,925,848.00	\$ 26,435,127.95	-	27.85%	\$ 68,490,720.05
BENEFITS	19,430,966.00	5,573,131.38	-	28.68%	13,857,834.62
PURCHASED SERVICES	3,767,745.00	1,331,344.03	\$ 332,123.31	44.15%	2,104,277.66
SUPPLIES	5,651,146.00	3,185,536.85	466,993.66	64.63%	1,998,615.49
CAPITAL OUTLAY	2,855,613.00	2,100,431.43	-	73.55%	755,181.57
TUITION / OTHER	1,411,833.00	503,187.87	-	35.64%	908,645.13
CONTINGENCY	-	-	-	-	-
TRANSFER AMONG FUNDS	4,654,186.00	4,500,000.00	-	-	154,186.00
<b>TOTALS</b>	<b>\$ 132,697,337.00</b>	<b>\$ 43,628,759.51</b>	<b>\$ 799,116.97</b>	<b>33.48%</b>	<b>\$ 88,269,460.52</b>



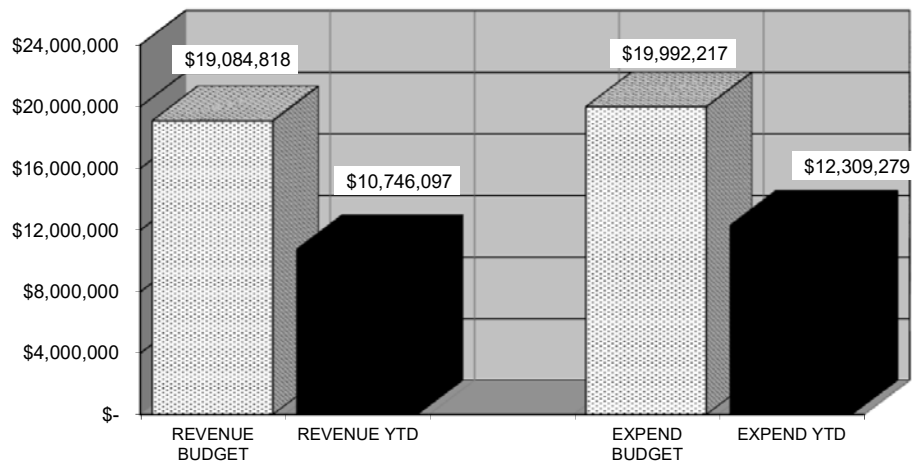
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

## OPERATIONS & MAINTENANCE FUND NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 13,691,426.00	\$ 6,059,353.04	44.26%	\$ 7,632,072.96	
INTEREST ON INVESTMENTS	45,000.00	19,686.69	43.75%	25,313.31	
OTHER LOCAL REVENUE	230,250.00	41,107.40	17.85%	189,142.60	
CPP REPLACEMENT TAXES	618,142.00	125,949.82	20.38%	492,192.18	
STATE REVENUE	-	-	0.00%		
TRANSFER AMONG FUNDS	4,500,000.00	4,500,000.00	100.00%		
<b>TOTALS</b>	<b>\$ 19,084,818.00</b>	<b>\$ 10,746,096.95</b>	<b>56.31%</b>	<b>\$ 8,338,721.05</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
SALARIES	\$ 5,316,856.00	\$ 2,164,076.38	\$ -	40.70%	\$ 3,152,779.62
BENEFITS	1,031,432.00	420,798.89	-	40.80%	610,633.11
PURCHASED SERVICES	1,196,255.00	340,338.08	131,556.30	39.45%	724,360.62
UTILITIES	2,496,924.00	575,597.48	-	23.05%	1,921,326.52
SUPPLIES	1,002,250.00	305,236.76	326,119.21	62.99%	370,894.03
CAPITAL OUTLAY	697,750.00	834,592.95	210,962.49	149.85%	(347,805.44)
OTHER	750.00	-	-	0.00%	750.00
TRANSFER AMONG FUNDS	8,250,000.00	7,000,000.00	-	84.85%	1,250,000.00
	<b>\$ 19,992,217.00</b>	<b>\$ 11,640,640.54</b>	<b>\$ 668,638.00</b>	<b>61.57%</b>	<b>\$ 7,682,938.46</b>



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

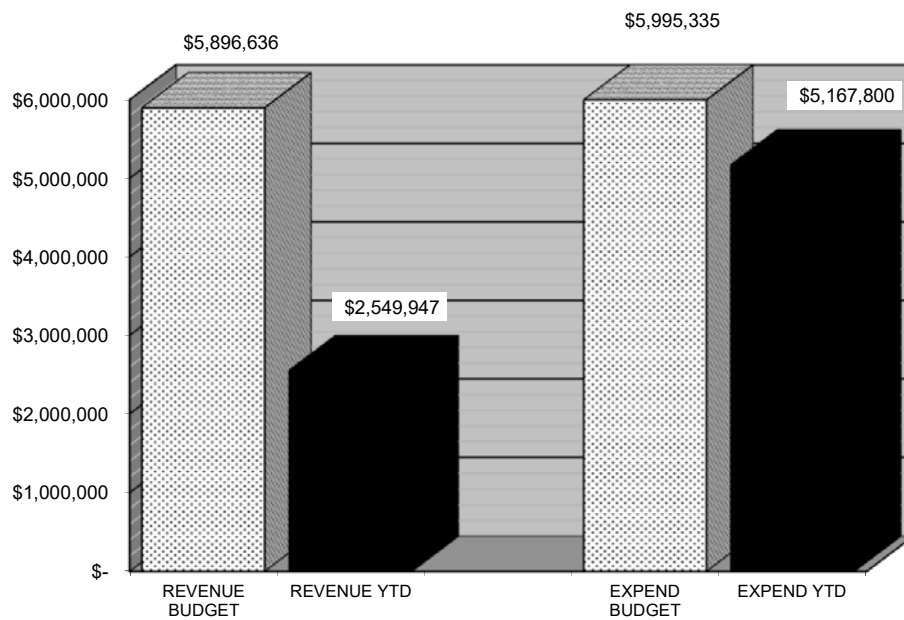
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

# DEBT SERVICE FUND

## NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 5,704,450.00	\$ 2,529,597.85	44.34%	3,174,852.15	
OTHER LOCAL REVENUE	-	-	0.00%		
INTEREST ON INVESTMENTS	38,000.00	20,349.35	53.55%	17,650.65	
TRANSFER AMONG FUNDS	154,186.00	-	0.00%	154,186.00	
<b>TOTALS</b>	<b>\$ 5,896,636.00</b>	<b>\$ 2,549,947.20</b>	<b>43.24%</b>	<b>\$3,346,688.80</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
DEBT RETIREMENT / INTEREST	\$ 5,993,835.00	\$ 5,167,325.00		86.21%	\$ 826,510.00
SERVICES	1,500.00	475.00		31.67%	\$ 1,025.00
	-	-		0.00%	-
<b>TOTALS</b>	<b>\$ 5,995,335.00</b>	<b>\$ 5,167,800.00</b>		<b>86.20%</b>	<b>\$ 827,535.00</b>



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

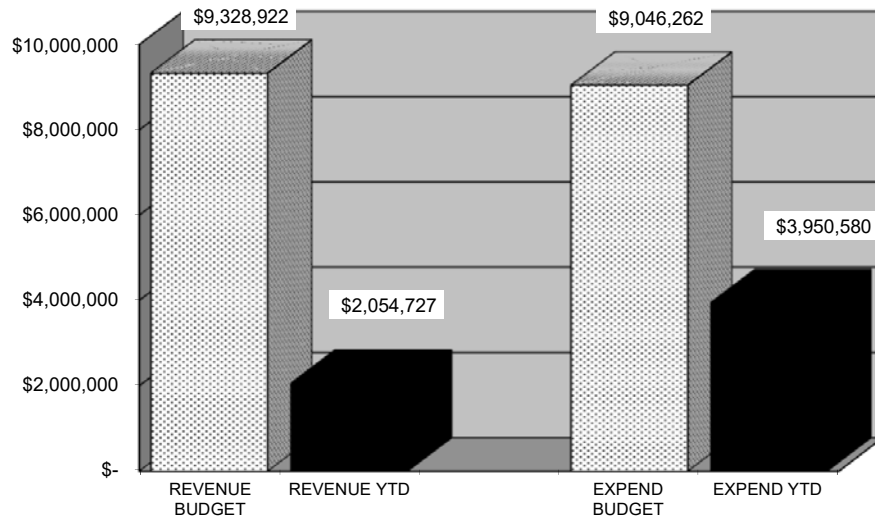


# TRANSPORTATION FUND

## NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 4,240,802.00	\$ 1,881,759.76	44.37%	\$ 2,359,042.24	
INTEREST ON INVESTMENTS	48,000.00	28,290.68	58.94%	19,709.32	
BUS FEES	175,000.00	144,676.25	82.67%	30,323.75	
STATE REVENUE	4,840,120.00	-	0.00%	4,840,120.00	
OTHER LOCAL REVENUE	25,000.00	-	0.00%	25,000.00	
<b>TOTALS</b>	<b>\$ 9,328,922.00</b>	<b>\$ 2,054,726.69</b>	<b>22.03%</b>	<b>\$ 7,274,195.31</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
SALARIES	\$ 4,684,879.00	\$ 1,706,015.91	-	36.42%	\$ 2,978,863.09
BENEFITS	1,886,610.00	497,502.48	-	26.37%	1,389,107.52
PURCHASED SERVICES	698,830.00	295,861.43	4.73	42.34%	402,968.57
SUPPLIES	1,012,743.00	502,992.88	209,804.89	70.38%	299,945.23
CAPITAL OUTLAY	763,200.00	738,397.72	-	96.75%	24,802.28
CONTINGENCY/OTHER	-	-	-	0.00%	-
TRANSFER AMONG FUNDS	-	-	-	0.00%	-
	<b>\$ 9,046,262.00</b>	<b>\$ 3,740,770.42</b>	<b>\$ 209,809.62</b>	<b>43.67%</b>	<b>\$ 5,095,681.96</b>



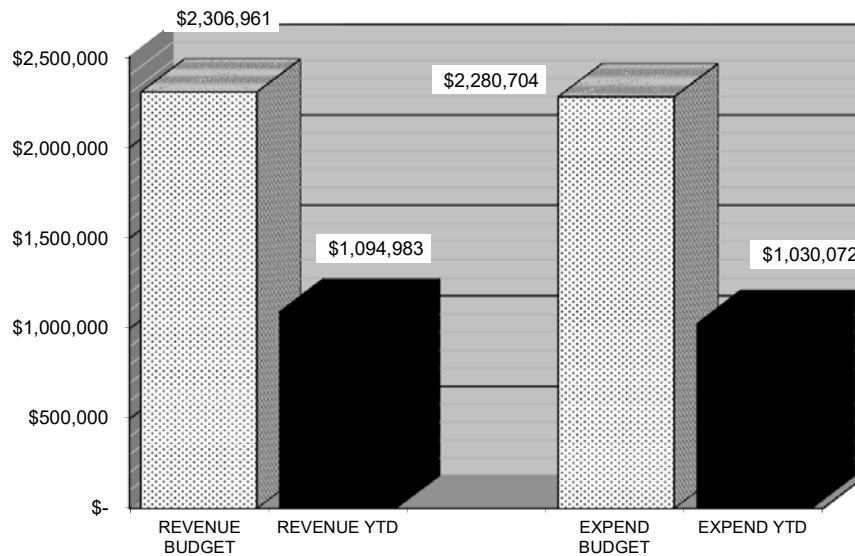
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

**ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)  
NOVEMBER 2018 - BUDGET REPORT**

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 2,170,461.00	\$ 964,996.27	44.46%	\$ 1,205,464.73	
INTEREST ON INVESTMENTS	11,500.00	4,986.53	43.36%	\$6,513.47	
CPP REPLACEMENT TAXES	125,000.00	125,000.00	100.00%		
<b>TOTALS</b>	<b>\$ 2,306,961.00</b>	<b>\$ 1,094,982.80</b>	<b>47.46%</b>	<b>\$ 1,211,978.20</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
BENEFITS	\$ 2,280,704.00	\$ 1,030,072.43		45.16%	\$ 1,250,631.57
<b>TOTALS</b>	<b>\$ 2,280,704.00</b>	<b>\$ 1,030,072.43</b>		<b>45.16%</b>	<b>\$ 1,250,631.57</b>



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

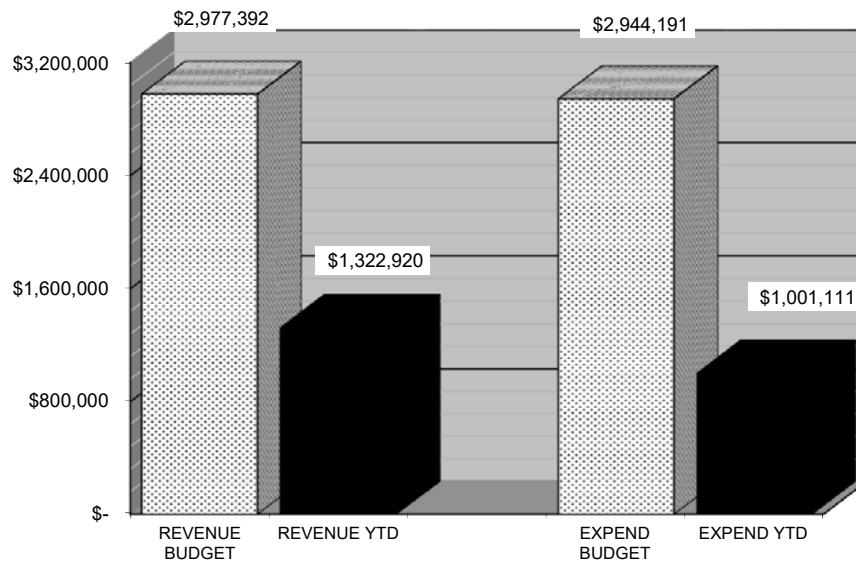
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

# SOCIAL SECURITY FUND

## NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 2,946,392.00	\$ 1,308,626.99	44.41%	\$ 1,637,765.01	
INTEREST ON INVESTMENTS	31,000.00	14,292.90	46.11%	\$ 16,707.10	
<b>TOTALS</b>	<b>\$ 2,977,392.00</b>	<b>\$ 1,322,919.89</b>	<b>44.43%</b>	<b>\$ 1,654,472.11</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
BENEFITS	\$ 2,944,191.00	\$ 1,001,111.17		34.00%	\$ 1,943,079.83
<b>TOTALS</b>	<b>\$ 2,944,191.00</b>	<b>\$ 1,001,111.17</b>		<b>34.00%</b>	<b>\$1,943,079.83</b>



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

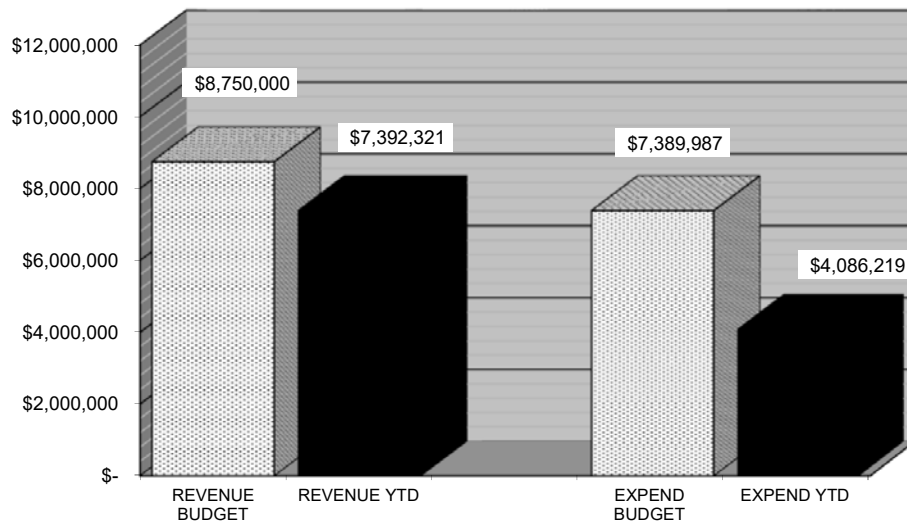
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

# CAPITAL PROJECTS FUND

## NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TIF REVENUE	\$ 335,000.00	\$ 291,099.41	86.90%	\$ 43,900.59	
INTEREST ON INVESTMENTS	5,000.00	411.47	8.23%	4,588.53	
DONATION	60,000.00	-	0.00%	60,000.00	
OTHER	100,000.00	100,810.45	100.81%		\$810.45
TRANSFER AMONG FUNDS	8,250,000.00	7,000,000.00	84.85%	1,250,000.00	
<b>TOTALS</b>	<b>\$ 8,750,000.00</b>	<b>\$ 7,392,321.33</b>	<b>84.48%</b>	<b>\$ 1,357,678.67</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
PURCHASED SERVICES	\$ 662,647.00	\$ 202,354.86	\$ 3,000.00	30.99%	\$ 457,292.14
SUPPLIES/MATERIALS	-	-	-	0.00%	-
CAPITAL OUTLAY	6,727,340.00	3,741,903.90	138,960.00	57.69%	2,846,476.10
CONTINGENCY	-	-	-	0.00%	-
<b>TOTALS</b>	<b>\$ 7,389,987.00</b>	<b>\$ 3,944,258.76</b>	<b>\$ 141,960.00</b>	<b>55.29%</b>	<b>\$ 3,303,768.24</b>



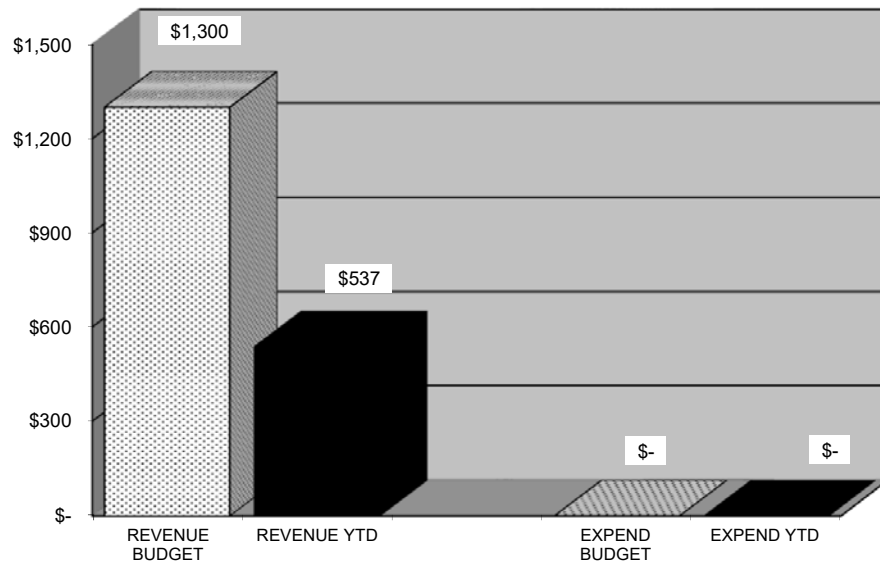
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

# **WORKING CASH FUND** **NOVEMBER 2018 - BUDGET REPORT**

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ -	\$ -			
INTEREST ON INVESTMENTS	1,300.00	536.97	41.31%	\$ 763.03	
<b>TOTALS</b>	<b>\$ 1,300.00</b>	<b>\$ 536.97</b>		<b>\$763.03</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
TRANSFERS	\$ -	\$ -			
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>			



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

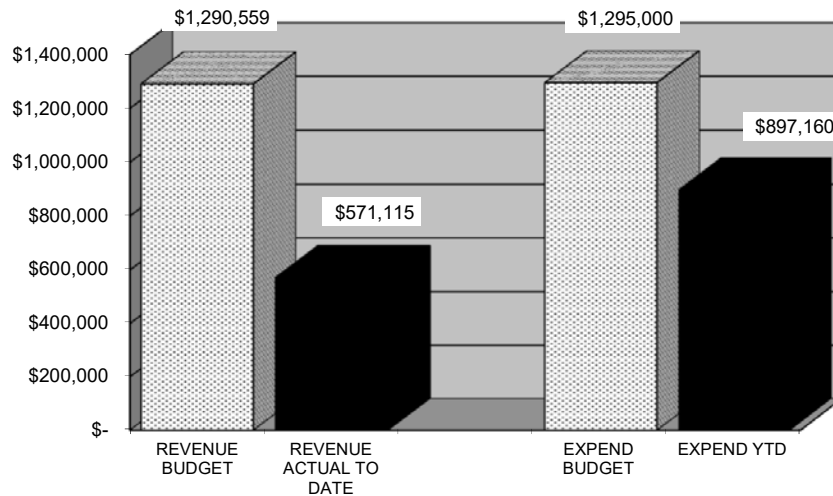
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

# TORT IMMUNITY/JUDGEMENT FUND

## NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 1,287,259.00	\$ 569,714.79	44.26%	\$ 717,544.21	
INTEREST ON INVESTMENTS	3,300.00	1,375.68	41.69%	1,924.32	
OTHER LOCAL REVENUE	-	25.00	0.00%		25.00
TRANSFERS IN	-	-	0.00%		
<b>TOTALS</b>	<b>\$ 1,290,559.00</b>	<b>\$ 571,115.47</b>	<b>44.25%</b>	<b>\$719,443.53</b>	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
PURCHASED SERVICES	\$ 1,295,000.00	\$ 897,160.34	\$ -	69.28%	\$ 397,839.66
SUPPLIES	-	-	-	0.00%	-
DUES/FEES	-	-	-	0.00%	-
CONTINGENCY	-	-	-	0.00%	-
<b>TOTALS</b>	<b>\$ 1,295,000.00</b>	<b>\$ 897,160.34</b>	<b>\$ -</b>	<b>69.28%</b>	<b>\$ 397,839.66</b>



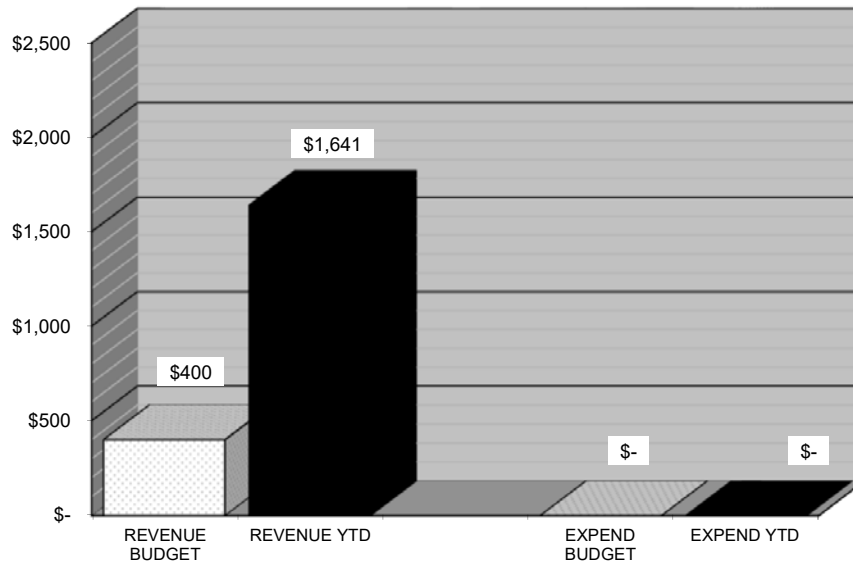
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

## FIRE PREVENTION & SAFETY FUND NOVEMBER 2018 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ -	\$ -	0.00%		
INTEREST ON INVESTMENTS	400.00	1,640.70	410.18%		\$ 1,240.70
PRINCIPAL ON BONDS SOLD	-	-	0.00%		
PREMIUM ON BONDS SOLD	-	-	0.00%		
<b>TOTALS</b>	<b>\$ 400.00</b>	<b>\$ 1,640.70</b>	<b>410.18%</b>		<b>\$1,240.70</b>

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
PURCHASED SERVICES	\$ -	\$ -	-	0.00%	\$ -
CAPITAL OUTLAY	-	-	-	0.00%	-
OTHER	-	-	-	0.00%	-
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>0.00%</b>	<b>\$ -</b>



ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET



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## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Michael Adamczyk  
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061  
[www.ccsd15.net](http://www.ccsd15.net)



**DATE:** December 12, 2018  
**TO:** Board of Education  
**FROM:** Michael Adamczyk, CSBO  
**RE:** Consent Calendar Item – Disposal of Obsolete and Excess Property

It is requested that the Board of Education approve the disposal of the following:

- A bulk salt spreader that has been replaced by a new one. The old spreader will be put up for auction.
- Fifteen (15) music stands and a rack that are broken and cannot be fixed.

Please see the following documentation for further details.



# Community Consolidated School District 15

## Request to Dispose of District Property

- Disposal of property belonging to District 15 requires board of education approval.
- Completed form must be submitted to Michael Adamczyk, Assistant Supt. for Business.
- Do not dispose of district property prior to board of education approval.

Name of Item: Snow Ex Salt Sprayer

Dept. Item Used In: Transportation Building Item  
Housed In: Transportation

Description of Item: Bulk Salt Sprayer

Brand Name: Snow Ex

Model Number: SP 8500 Dimensions: L 8'6" W 4'6" H 3'6"

Serial Number: — Weight: 800 LBS

Age of Item(s): 7 yrs Condition: Fair

Other Descriptive Comments: Bulk Salt Sprayer Replaced By A new  
one Item will go up for auction.

What was Original Value of Item (Estimated)? \$ 6,000.00

What is its Present Value (Estimated)? \$ 500.00

### APPROVALS

Originator: [Signature] Date: 11-14-18

Building Administrator: [Signature] Date: 11-14-18

Assistant. Supt. For Business [Signature] Date: 11-19-18

Board of Education : \_\_\_\_\_ Date: \_\_\_\_\_

## Community Consolidated School District 15

### Request to Dispose of District Property

- Disposal of property belonging to District 15 requires board of education approval.
- Completed form must be submitted to Michael Adamczyk, Assistant Supt. for Business.
- Do not dispose of district property prior to board of education approval.

Name of Item: music stands (broken) & rack

Dept. Item Used In: MUSIC Building Item  
Housed In: Whiteley

Description of Item: These music stands are broken & not fixable

Brand Name: manhasset music stand

Model Number: 48 Dimensions: L 20" W 12 1/2" H 26"-48"

Serial Number: — Weight: 5 lbs per stand

Age of Item(s): 22 years Condition: used/broken

Other Descriptive Comments: 15 broken music stands  
and rack.

What was Original Value of Item (Estimated)? \$50 per stand

What is its Present Value (Estimated)? \$0

#### APPROVALS

Originator: Valerie Lota Date: 11/15/18

Building Administrator: [Signature] Date: 11/16/18

Assistant. Supt. For Business: [Signature] Date: 11.20.18

Board of Education : \_\_\_\_\_ Date: \_\_\_\_\_

## **Instruction**

### **School Wellness**

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA). The Superintendent or designee will ensure each school building complies with this policy, the policy is available to the community on an annual basis, and that the community is informed about the progress of this policy's implementation.

#### **Goals for Nutrition Education and Nutrition Promotion**

The goals for addressing nutrition education and nutrition promotion include the following:

- \* Schools will support and promote sound nutrition for students.
- \* Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- \* Nutrition education will be part of the District's comprehensive health education curriculum. See School Board policy 6:60, *Curriculum Content*.

#### **Goals for Physical Activity**

The goals for addressing physical activity include the following:

- \* Schools will support and promote an active lifestyle for students.
- \* Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policy 6:60, *Curriculum Content* and Board policy 7:260, *Exemption from Physical Education*.
- \* During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See Board policy 6:60, *Curriculum Content* and Board policy 7:260, *Exemption from Physical Education*.
- \* The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Illinois State Board of Education (ISBE).

#### **Nutrition Guidelines for Foods Available During the School Day**

Students will be offered and schools will promote nutritious food and beverage choices consistent with the current *Dietary Guidelines for Americans* published jointly by the U.S. Departments of Health and Human Services and Agriculture (USDA). In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods and comply with all ISBE rules.

#### **Competitive Foods and Beverages**

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the

school day\* [and *ideally, the extended school day\**] will meet or exceed the USDA Smart Snacks nutrition standards [or, *if the state policy is stronger, “will meet or exceed state nutrition standards”*]. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options.

#### Food and Beverage Marketing in Schools

Any foods and beverages marketed or promoted to students on the school campus\* during the school day\* will meet or exceed the USDA Smart Snacks in School nutrition standards [or, if stronger, “state nutrition standards”], such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

#### Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the “general nutrition standards for competitive foods” specified in federal law, unless the Superintendent or designee in a participating school has granted an *exempted fundraising day* (EFD). To request an EFD and learn more about the District’s related procedure(s), contact the Superintendent or designee. The District’s procedures are subject to change. The number of EFDs is set by ISBE rule.

#### Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

#### Monitoring

The Superintendent or designee shall annually provide implementation data and/or reports to the Board concerning this policy’s implementation sufficient to allow the Board to monitor and adjust the policy. This report must include without limitation each of the following:

- \* An assessment of the District’s implementation of the policy
- \* The extent to which schools in the District are in compliance with the policy
- \* The extent to which the policy compares to model local school wellness policies
- \* A description of the progress made in attaining the goals of the policy

#### Community Input

The Superintendent or designee will actively invite suggestions and comments concerning the development, implementation, and improvement of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and community.

#### Recordkeeping

The Superintendent or designee shall retain records to document compliance with this policy.

LEGAL REF.: Child Nutrition and WIC Reauthorization Act of 2004, PL 108-265, Sec. 204.  
Child Nutrition Act of 1966, 42 U.S.C. §1771 et seq.  
National School Lunch Act, 42 U.S.C. §1751 et seq.  
Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b, PL 111-296.  
42 U.S.C. §1779, as implemented by 7 C.F.R. §§210.11 and 210.30.  
105 ILCS 5/2-3.139.  
23 Ill. Admin. Code Part 305, Food Program.  
ISBE's "School Wellness Policy" Goal, adopted Oct. 2007.

CROSS REF.: 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education)

ADOPTED: June 21, 2006

REVISED: December 12, 2018



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## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Matthew J. Barbini, Ed.D.  
Deputy Superintendent of Schools

(847) 963-3000 • Fax (847) 963-3200  
www.ccsd15.net



**DATE:** December 12, 2018

**TO:** Board of Education

**FROM:** Matthew J. Barbini, Ed.D.  
Deputy Superintendent

**RE:** Consent Calendar Item – Placement Recommendation, North Cook Young Adult Academy

Please review and approve the recommendation to place a Student at the North Cook Young Adult Academy ("NCYAA") for no less than 45 school days, and possibly for the remainder of the 2018-19 school year. This placement is being made in lieu of expulsion proceedings due to the Student engaging in the following act(s) of misconduct: unlawful possession of a controlled substance (marijuana), and unlawful possession of a weapon (knife with a blade length of 4.5 inches) at school, resulting in an arrest on December 3, 2018. The Student was also in possession of a lighter at school.

NCYAA is a Regional Safe Schools Program that serves students from Grades 6–12 who have had multiple suspensions or are pending expulsion from their home schools. NCYAA maintains rigorous academic standards while emphasizing its students form positive, social relationships. The curriculum focuses on the Common Core Learning Standards, the development of lifelong strategies for thinking critically, and the making of good decisions. NCYAA partners with its sending districts to maintain its curriculum integrity. District 15 has conducted site visits to NCYAA and has enrolled students there in the past.

The student's parent has provided verbal and written consent for this placement at the NCYAA.

The anticipated cost for this placement is a minimum of \$6,559.44, and a maximum of \$10,696.51.



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Susan Gehring  
Assistant Superintendent for Student Services

(847) 963-3000 • Fax (847) 963-3200  
[www.ccsd15.net](http://www.ccsd15.net)



Date: December 12, 2018  
To: Board of Education  
From: Susan Gehring, Assistant Superintendent for Student Services  
Re: Consent Calendar Item – Special Education Settlement

Administration requests approval for a special education settlement in an amount not to exceed \$28,000 pursuant to the Illinois State Board of Education, Division of Special Education Services mediation process. The amount will be compensation for specified educational services through August 2019.



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Susan Gehring  
Assistant Superintendent for Student Services

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Date: December 12, 2018

To: Board of Education

From: Susan Gehring, Assistant Superintendent for Student Services

Re: Consent Calendar Item – Nonpublic Facility Placement Contract, Metropolitan Preparatory School (1)

Please review and approve the Nonpublic Facility Placement Contract for Metro Prep Day School for the remainder of the 2018-2019 school year, including Extended School Year services. The anticipated cost for the contract is \$44,062 for 163 school days, partially reimbursed through the Illinois State Board of Education (ISBE) claim process. Metro Prep Day School is an approved ISBE nonpublic facility, which provides special education services to students with disabilities.



**RETURN THIS FORM TO:**

- ☒ School District of Residence
- ☐ Special Education Joint Agreement

**ILLINOIS STATE BOARD OF EDUCATION**

Special Education Services Division  
100 North First Street, N-243  
Springfield, Illinois 62777-0001

FACILITY CODE  
NUMBER FOR  
THIS  
PLACEMENT →

1	0	9	5	1
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**NONPUBLIC FACILITY PLACEMENT CONTRACT****Agreement for Student Placement and Services under Section 14-7.02 of the School Code**

Do not return this form to the Illinois State Board of Education. For additional copies, go to [www.isbe.net](http://www.isbe.net).

This document shall be used by both the public school district of the student's residence and the nonpublic facility providing special education and related services, including room and board when necessary, for the placement of each student with a disability. Further conditions consistent with this agreement and the laws of the United States and the State of Illinois may be included under Section V at the discretion of the public school district or the nonpublic facility. Copies of this documentation shall be kept at both the nonpublic facility and the local school district of residence of the student.

**SECTION I**

The Metropolitan Preparatory School located at

2525 E Oakton St, Arlington Heights, IL 60005

(Street Address) (City) (Zip Code)

hereinafter referred to as facility, agrees to provide \_\_\_\_\_ of \_\_\_\_\_

(Name of Student) (Street Address)

\_\_\_\_\_ IL \_\_\_\_\_ hereinafter referred to as student, pursuant to the terms and conditions set forth herein, a

(City) (Zip Code)

a program of special education, related services, and/or room and board in accordance with the student's Individualized Education Program (IEP) during the period beginning December 5, 2018 and ending August 16, 2019

(Date) (Year) (Date) (Year)

and the Community Consolidated School District 15

(Name of Public School District and Number)

580 N. First Bank Drive, Palatine, IL 60067

(Street Address) (City) (Zip Code)

hereinafter referred to as district, agrees to pay an amount as determined and specified in Section III herein. Any person or entity having legal responsibility of the student is hereinafter referred to as parent or guardian.

**SECTION II****District agrees:**

- A. To pay facility in accord with the provisions of Section 14-7.02 of the School Code.
- B. To provide all pertinent case study information requested by facility if written consent for such release can be obtained from the parent or guardian, including a written copy of the multidisciplinary conference and a written summary of student's individual needs, to be attached to this contract.
- C. To develop and submit to the facility, prior to placement of the student, an IEP which shall be a written description of the student's current performance levels; annual goals (including short-term objectives); evaluation procedures; criteria and schedule to measure progress; projected initiation and duration of services; specific special education, related services, specialized equipment and adaptive services to be provided; least restrictive environment (LRE) determination and supporting rationales; transition goals and services needed; and transportation requirements to meet the needs of the student to the satisfaction of the district and parent/guardian.
- D. To conduct, in cooperation with the staff of the facility and with the parent/guardian, an annual review of student's educational needs, including justification for continued placement when necessary, with written documentation of such review available to the facility.
- E. To perform testing and evaluation of student at least every three years or more frequently if deemed necessary by the district staff in consultation with the parent/guardian.
- F. To provide transportation to and from the facility for the student as provided in Section 14-7.02 of the School Code and pertinent regulations, and as delineated in the student's IEP.
- G. If applicable, to provide a written definition of credit hour requirements in each subject area that will be acceptable to the district upon the return of student to the public schools of district.

**Facility agrees:**

- A. To comply with 23 Illinois Administrative Code 401.
- B. To comply with the Illinois School Student Records Act, Illinois Revised Statutes, Ch. 122, Article 50.
- C. To provide to the district the following:
  1. Monthly reports of student attendance. Written notice will be provided to the district immediately after five consecutive days of unexcused absence.
  2. Reports on all testing and evaluation of student which is done by facility in compliance with the IEP.
  3. Information and progress statements necessary for the annual review conducted by district for the determination of the future placement of student.

C. To provide to the district the following: *(Continued)*

4. Notification of all significant changes in staff, location, physical facilities and program of facility as such changes occur. (Program changes which affect the private facility code number listed in Section II require a new contract.)
  5. Other reports that district may reasonably require of facility from time to time.
  6. Notification of any change in residence or guardianship of the student.
- D. To assist the district and the parent or guardian of student in the annual or more frequent review of student's educational needs. Any recommended change in program or placement that deviates from the IEP requires a new IEP meeting prior to implementation.
- E. As appropriate, to provide documentation of curriculum and course material as required by district, sufficient to enable student to return to district with credit given for course work completed.
- F. To permit district, its representatives and the representatives of the State Board of Education to visit and inspect the facilities maintained by facility and to permit evaluation of the programs and services provided by facility.
- G. To notify the district of any change in approval status with respect to 23 Illinois Administrative Code 401.
- H. To secure and maintain during the term of this agreement such comprehensive public liability insurance necessary to insure against any loss or liability for personal injury to student which may arise from operations and activities conducted pursuant to this agreement whether such operations or activities are conducted by facility or by anyone directly or indirectly employed by facility.
- I. To conduct an annual audit in order to verify actual expenditures for the special education, related services or room and board for student.
- J. To assure that no person shall be denied participation in or benefits of any program or activity or otherwise be subjected to discrimination on the basis of race, color, national origin, or sex under any program or activity conducted by facility or in the employment practices of facility.
- K. To assure that no parents are charged for any special education, related services or room and board for any students placed by local school districts.
- L. To assure that no charges for special education, related services and room and board exceed the costs approved by the Illinois Purchased Care Review Board (IPCRB).
- M. To provide a school calendar upon request and, for residential placements, a calendar of operation.
- N. To comply with the Interstate Compact provisions as applicable.
- O. To secure all necessary releases of information from the parent of the student in question (or student if aged 18 or older and not under an order of guardianship) to facilitate any needed sharing of data or other student record information that may be in the possession of the school district and required by the nonpublic facility.

**SECTION III**

Please state costs in per diem terms.

	Number of Days
\$ <u>270.32</u> for tuition per diem for regular school term for	<u>115</u>
\$ <u>270.32</u> for tuition per diem for summer term for	<u>48</u>
\$ _____ for room and board per diem for regular school term for	_____
\$ _____ for room and board per diem for summer term for	_____
\$ _____ Other (specify) _____	_____
on a _____ basic, with final payment no later than _____	_____
(Specify Frequency)	(Date)

Should the IPCRB change the rate(s), the rates listed shall be changed to the approved rate. The total shall be appropriately adjusted, if there is more than one rate.

**SECTION IV**

Failure to comply with the terms and conditions set forth herein shall be grounds for termination of this agreement. Facility may terminate this agreement upon written notification, including a statement of reasons for termination, to be provided at least 30 calendar days prior to actual termination, except when the health and safety of this student or other students are endangered. District may terminate this agreement by providing at least 30 calendar days notice prior to actual termination.

**SECTION V**

Further conditions consistent with this agreement and the laws of the United States and the State of Illinois are attached if applicable.

We, the undersigned, agree to the terms and conditions to this agreement and do affirm that all required information and attachments required of district and facility will be appended to this document and retained in the files of district and facility.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of District Superintendent)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of Director of Nonpublic Facility)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of State-Approved Director of Special Education)



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## Community Consolidated School District 15

---

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Susan Gehring  
Assistant Superintendent for Student Services

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Date: December 12, 2018

To: Board of Education

From: Susan Gehring, Assistant Superintendent for Student Services

Re: Consent Calendar Item – Nonpublic Facility Placement Contract, Metropolitan Preparatory School (2)

Please review and approve the Nonpublic Facility Placement Contract for Metro Prep Day School for the remainder of the 2018-2019 school year, including Extended School Year services. The anticipated cost for the contract is \$48,387 for 179 school days, partially reimbursed through the Illinois State Board of Education (ISBE) claim process. Metro Prep Day School is an approved ISBE nonpublic facility, which provides special education services to students with disabilities.

**RETURN THIS FORM TO:**

- ☒ School District of Residence  
☐ Special Education Joint Agreement

**ILLINOIS STATE BOARD OF EDUCATION**

Special Education Services Division  
 100 North First Street, N-243  
 Springfield, Illinois 62777-0001

FACILITY CODE  
 NUMBER FOR  
 THIS  
 PLACEMENT →

1	0	9	5	1
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**NONPUBLIC FACILITY PLACEMENT CONTRACT**

**Agreement for Student Placement and Services under Section 14-7.02 of the School Code**

Do not return this form to the Illinois State Board of Education. For additional copies, go to [www.isbe.net](http://www.isbe.net).

This document shall be used by both the public school district of the student's residence and the nonpublic facility providing special education and related services, including room and board when necessary, for the placement of each student with a disability. Further conditions consistent with this agreement and the laws of the United States and the State of Illinois may be included under Section V at the discretion of the public school district or the nonpublic facility. Copies of this documentation shall be kept at both the nonpublic facility and the local school district of residence of the student.

**SECTION I**

The Metropolitan Preparatory School located at

2525 E Oakton St Arlington Heights IL 60005  
(Street Address) (City) (Zip Code)

hereinafter referred to as facility, agrees to provide \_\_\_\_\_ of \_\_\_\_\_  
(Name of Student) (Street Address)  
 \_\_\_\_\_ IL \_\_\_\_\_ hereinafter referred to as student, pursuant to the terms and conditions set forth herein, a  
(City) (Zip Code)

a program of special education, related services, and/or room and board in accordance with the student's Individualized Education Program (IEP) during the period beginning November 8, 2018 and ending August 16, 2019  
(Date) (Year) (Date) (Year)

and the Community Consolidated School District 15  
(Name of Public School District an Number)  
580 N. First Bank Drive Palatine IL 60067  
(Street Address) (City) (Zip Code)

hereinafter referred to as district, agrees to pay an amount as determined and specified in Section III herein. Any person or entity having legal responsibility of the student is hereinafter referred to as parent or guardian.

**SECTION II**

**District agrees:**

- A. To pay facility in accord with the provisions of Section 14-7.02 of the School Code.
- B. To provide all pertinent case study information requested by facility if written consent for such release can be obtained from the parent or guardian, including a written copy of the multidisciplinary conference and a written summary of student's individual needs, to be attached to this contract.
- C. To develop and submit to the facility, prior to placement of the student, an IEP which shall be a written description of the student's current performance levels; annual goals (including short-term objectives); evaluation procedures; criteria and schedule to measure progress; projected initiation and duration of services; specific special education, related services, specialized equipment and adaptive services to be provided; least restrictive environment (LRE) determination and supporting rationales; transition goals and services needed; and transportation requirements to meet the needs of the student to the satisfaction of the district and parent/guardian.
- D. To conduct, in cooperation with the staff of the facility and with the parent/guardian, an annual review of student's educational needs, including justification for continued placement when necessary, with written documentation of such review available to the facility.
- E. To perform testing and evaluation of student at least every three years or more frequently if deemed necessary by the district staff in consultation with the parent/guardian.
- F. To provide transportation to and from the facility for the student as provided in Section 14-7.02 of the School Code and pertinent regulations, and as delineated in the student's IEP.
- G. If applicable, to provide a written definition of credit hour requirements in each subject area that will be acceptable to the district upon the return of student to the public schools of district.

**Facility agrees:**

- A. To comply with 23 Illinois Administrative Code 401.
- B. To comply with the Illinois School Student Records Act, Illinois Revised Statutes, Ch. 122, Article 50.
- C. To provide to the district the following:
  1. Monthly reports of student attendance. Written notice will be provided to the district immediately after five consecutive days of unexcused absence.
  2. Reports on all testing and evaluation of student which is done by facility in compliance with the IEP.
  3. Information and progress statements necessary for the annual review conducted by district for the determination of the future placement of student.

- C. To provide to the district the following: *(Continued)*
4. Notification of all significant changes in staff, location, physical facilities and program of facility as such changes occur. (Program changes which affect the private facility code number listed in Section II require a new contract.)
  5. Other reports that district may reasonably require of facility from time to time.
  6. Notification of any change in residence or guardianship of the student.
- D. To assist the district and the parent or guardian of student in the annual or more frequent review of student's educational needs. Any recommended change in program or placement that deviates from the IEP requires a new IEP meeting prior to implementation.
- E. As appropriate, to provide documentation of curriculum and course material as required by district, sufficient to enable student to return to district with credit given for course work completed.
- F. To permit district, its representatives and the representatives of the State Board of Education to visit and inspect the facilities maintained by facility and to permit evaluation of the programs and services provided by facility.
- G. To notify the district of any change in approval status with respect to 23 Illinois Administrative Code 401.
- H. To secure and maintain during the term of this agreement such comprehensive public liability insurance necessary to insure against any loss or liability for personal injury to student which may arise from operations and activities conducted pursuant to this agreement whether such operations or activities are conducted by facility or by anyone directly or indirectly employed by facility.
- I. To conduct an annual audit in order to verify actual expenditures for the special education, related services or room and board for student.
  - J. To assure that no person shall be denied participation in or benefits of any program or activity or otherwise be subjected to discrimination on the basis of race, color, national origin, or sex under any program or activity conducted by facility or in the employment practices of facility.
  - K. To assure that no parents are charged for any special education, related services or room and board for any students placed by local school districts.
  - L. To assure that no charges for special education, related services and room and board exceed the costs approved by the Illinois Purchased Care Review Board (IPCRB).
- M. To provide a school calendar upon request and, for residential placements, a calendar of operation.
- N. To comply with the Interstate Compact provisions as applicable.
- O. To secure all necessary releases of information from the parent of the student in question (or student if aged 18 or older and not under an order of guardianship) to facilitate any needed sharing of data or other student record information that may be in the possession of the school district and required by the nonpublic facility.

### SECTION III

Please state costs in per diem terms.

		Number of Days
\$ 270.32	for tuition per diem for regular school term for	131
\$ 270.32	for tuition per diem for summer term for	48
\$ _____	for room and board per diem for regular school term for	_____
\$ _____	for room and board per diem for summer term for	_____
\$ _____	Other (specify) _____	_____
	on a _____ basic, with final payment no later than _____	_____
	(Specify Frequency)	(Date)

Should the IPCRB change the rate(s), the rates listed shall be changed to the approved rate. The total shall be appropriately adjusted, if there is more than one rate.

### SECTION IV

Failure to comply with the terms and conditions set forth herein shall be grounds for termination of this agreement. Facility may terminate this agreement upon written notification, including a statement of reasons for termination, to be provided at least 30 calendar days prior to actual termination, except when the health and safety of this student or other students are endangered. District may terminate this agreement by providing at least 30 calendar days notice prior to actual termination.

### SECTION V

Further conditions consistent with this agreement and the laws of the United States and the State of Illinois are attached if applicable.

We, the undersigned, agree to the terms and conditions to this agreement and do affirm that all required information and attachments required of district and facility will be appended to this document and retained in the files of district and facility.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of District Superintendent)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of Director of Nonpublic Facility)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of State-Approved Director of Special Education)



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Arlington Heights • Hoffman Estates  
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## **Community Consolidated School District 15**

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Susan Gehring  
Assistant Superintendent for Student Services

(847) 963-3000 • Fax (847) 963-3200  
[www.ccsd15.net](http://www.ccsd15.net)



Date: December 12, 2018

To: Board of Education

From: Susan Gehring, Assistant Superintendent for Student Services

Re: Consent Calendar Item – Nonpublic Facility Placement Contract, Jeanine Schultz Memorial School

Please review and approve the Nonpublic Facility Placement Contract for Jeanine Schultz Memorial School for the remainder of the 2018-2019 school year, including Extended School Year services. The anticipated cost for the contract is \$34,137 for 140 school days, partially reimbursed through the Illinois State Board of Education (ISBE) claim process. Jeanine Schultz Memorial School is an approved ISBE nonpublic facility, which provides special education services to students with disabilities.

**RETURN THIS FORM TO:**

- ☒ School District of Residence  
☐ Special Education Joint Agreement

**ILLINOIS STATE BOARD OF EDUCATION**

Special Education Services Division  
 100 North First Street, N-243  
 Springfield, Illinois 62777-0001

FACILITY CODE  
 NUMBER FOR  
 THIS  
 PLACEMENT →

0	8	1	2	5
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**NONPUBLIC FACILITY PLACEMENT CONTRACT**

**Agreement for Student Placement and Services under Section 14-7.02 of the School Code**  
 Do not return this form to the Illinois State Board of Education. For additional copies, go to [www.isbe.net](http://www.isbe.net).

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**SECTION I**

The Jeanine Schultz Memorial School located at

2101 West Oakton Street

(Street Address)

Park Ridge

(City)

IL 60068

(Zip Code)

hereinafter referred to as facility, agrees to provide \_\_\_\_\_ of \_\_\_\_\_

(Name of Student)

(Street Address)

\_\_\_\_\_ IL \_\_\_\_\_ hereinafter referred to as student, pursuant to the terms and conditions set forth herein, a

(City)

(Zip Code)

a program of special education, related services, and/or room and board in accordance with the student's Individualized Education Program (IEP) during the

period beginning November 28, 2018 and ending August 6, 2019

(Date)

(Year)

(Date)

(Year)

and the Community Consolidated School District 15

(Name of Public School District an Number)

580 N. First Bank Drive

(Street Address)

Palatine

(City)

IL 60067

(Zip Code)

hereinafter referred to as district, agrees to pay an amount as determined and specified in Section III herein. Any person or entity having legal responsibility of the student is hereinafter referred to as parent or guardian.

**SECTION II**

District agrees:

- To pay facility in accord with the provisions of Section 14-7.02 of the School Code.
- To provide all pertinent case study information requested by facility if written consent for such release can be obtained from the parent or guardian, including a written copy of the multidisciplinary conference and a written summary of student's individual needs, to be attached to this contract.
- To develop and submit to the facility, prior to placement of the student, an IEP which shall be a written description of the student's current performance levels; annual goals (including short-term objectives); evaluation procedures; criteria and schedule to measure progress; projected initiation and duration of services; specific special education, related services, specialized equipment and adaptive services to be provided; least restrictive environment (LRE) determination and supporting rationales; transition goals and services needed; and transportation requirements to meet the needs of the student to the satisfaction of the district and parent/guardian.
- To conduct, in cooperation with the staff of the facility and with the parent/guardian, an annual review of student's educational needs, including justification for continued placement when necessary, with written documentation of such review available to the facility.
- To perform testing and evaluation of student at least every three years or more frequently if deemed necessary by the district staff in consultation with the parent/guardian.
- To provide transportation to and from the facility for the student as provided in Section 14-7.02 of the School Code and pertinent regulations, and as delineated in the student's IEP.
- If applicable, to provide a written definition of credit hour requirements in each subject area that will be acceptable to the district upon the return of student to the public schools of district.

Facility agrees:

- To comply with 23 Illinois Administrative Code 401.
- To comply with the Illinois School Student Records Act, Illinois Revised Statutes, Ch. 122, Article 50.
- To provide to the district the following:
  - Monthly reports of student attendance. Written notice will be provided to the district immediately after five consecutive days of unexcused absence.
  - Reports on all testing and evaluation of student which is done by facility in compliance with the IEP.
  - Information and progress statements necessary for the annual review conducted by district for the determination of the future placement of student.

- C. To provide to the district the following: *(Continued)*
4. Notification of all significant changes in staff, location, physical facilities and program of facility as such changes occur. (Program changes which affect the private facility code number listed in Section II require a new contract.)
  5. Other reports that district may reasonably require of facility from time to time.
  6. Notification of any change in residence or guardianship of the student.
- D. To assist the district and the parent or guardian of student in the annual or more frequent review of student's educational needs. Any recommended change in program or placement that deviates from the IEP requires a new IEP meeting prior to implementation.
- E. As appropriate, to provide documentation of curriculum and course material as required by district, sufficient to enable student to return to district with credit given for course work completed.
- F. To permit district, its representatives and the representatives of the State Board of Education to visit and inspect the facilities maintained by facility and to permit evaluation of the programs and services provided by facility.
- G. To notify the district of any change in approval status with respect to 23 Illinois Administrative Code 401.
- H. To secure and maintain during the term of this agreement such comprehensive public liability insurance necessary to insure against any loss or liability for personal injury to student which may arise from operations and activities conducted pursuant to this agreement whether such operations or activities are conducted by facility or by anyone directly or indirectly employed by facility.
- I. To conduct an annual audit in order to verify actual expenditures for the special education, related services or room and board for student.
  - J. To assure that no person shall be denied participation in or benefits of any program or activity or otherwise be subjected to discrimination on the basis of race, color, national origin, or sex under any program or activity conducted by facility or in the employment practices of facility.
  - K. To assure that no parents are charged for any special education, related services or room and board for any students placed by local school districts.
  - L. To assure that no charges for special education, related services and room and board exceed the costs approved by the Illinois Purchased Care Review Board (IPCRB).
  - M. To provide a school calendar upon request and, for residential placements, a calendar of operation.
  - N. To comply with the Interstate Compact provisions as applicable.
  - O. To secure all necessary releases of information from the parent of the student in question (or student if aged 18 or older and not under an order of guardianship) to facilitate any needed sharing of data or other student record information that may be in the possession of the school district and required by the nonpublic facility.

### SECTION III

Please state costs in per diem terms.

	Number of Days
\$ <u>243.84</u> for tuition per diem for regular school term for	<u>118</u>
\$ <u>243.84</u> for tuition per diem for summer term for	<u>22</u>
\$ _____ for room and board per diem for regular school term for	_____
\$ _____ for room and board per diem for summer term for	_____
\$ _____ Other (specify) _____	_____
on a _____ basic, with final payment no later than _____	_____
(Specify Frequency)	(Date)

Should the IPCRB change the rate(s), the rates listed shall be changed to the approved rate. The total shall be appropriately adjusted, if there is more than one rate.

### SECTION IV

Failure to comply with the terms and conditions set forth herein shall be grounds for termination of this agreement. Facility may terminate this agreement upon written notification, including a statement of reasons for termination, to be provided at least 30 calendar days prior to actual termination, except when the health and safety of this student or other students are endangered. District may terminate this agreement by providing at least 30 calendar days notice prior to actual termination.

### SECTION V

Further conditions consistent with this agreement and the laws of the United States and the State of Illinois are attached if applicable.

We, the undersigned, agree to the terms and conditions to this agreement and do affirm that all required information and attachments required of district and facility will be appended to this document and retained in the files of district and facility.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of District Superintendent)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of Director of Nonpublic Facility)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of State-Approved Director of Special Education)





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Schaumburg • South Barrington

## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Susan Gehring  
Assistant Superintendent for Student Services

(847) 963-3000 • Fax (847) 963-3200  
www.ccsd15.net



Date: December 12, 2018  
To: Board of Education  
From: Susan Gehring, Assistant Superintendent for Student Services  
Re: Consent Calendar Item - Nonpublic Facility Placement  
Contract, Winston Knolls School

Please review and approve the Nonpublic Facility Placement Contract for Winston Knolls School for the remainder of the 2018-2019 school year. The anticipated cost for the contract is \$35,815 for 125 school days, partially reimbursed through the Illinois State Board of Education (ISBE) claim process. Winston Knolls School is an approved ISBE nonpublic facility, which provides special education services to students with disabilities.

☒ School District of Residence  
☐ Special Education Joint Agreement

**Special Education Services Division  
100 North First Street, N-243  
Springfield, Illinois 62777-0001**

FACILITY CODE  
NUMBER FOR  
THIS  
PLACEMENT →

	1	0	3	7
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This document shall be used by both the public school district of the student's residence and the nonpublic facility providing special education and related services, including room and board when necessary, for the placement of each student with a disability. Further conditions consistent with this agreement and the laws of the United States and the State of Illinois may be included under Section V at the discretion of the public school district or the nonpublic facility. Copies of this documentation shall be kept at both the nonpublic facility and the local school district of residence of the student.

## SECTION I

The The Winston Knolls School located at \_\_\_\_\_  
(Name of Nonpublic Facility Program)

**2353 Hassell Road, Suite 110**

## Hoffman Estates

60169

(Street Address )

ICIM

(Zip Code)

hereinafter referred to as facility, agrees to provide \_\_\_\_\_ of \_\_\_\_\_  
(Name of Student) (Street Address)

11

hereinafter referred to as student, pursuant to the terms and conditions set forth herein, a

(City)

(Zip Code)

a program of special education, related services, and/or room and board in accordance with the student's Individualized Education Program (IEP) during the

period beginning December 12, 2018 and ending July 25, 2019  
(Date) (Year) (Date) (Year)

Community Consolidated School District 15  
(Name of Public School District and Number)

580 N. 1st Bank Drive

## Palatine

60067

(Street Address)

(City)

(Zip Code)

hereinafter referred to as district, agrees to pay an amount as determined and specified in Section III herein. Any person or entity having legal responsibility of the student is hereinafter referred to as parent or guardian.

### SECTION III

### District agrees:

- A. To pay facility in accord with the provisions of Section 14-7.02 of the School Code.
- B. To provide all pertinent case study information requested by facility if written consent for such release can be obtained from the parent or guardian, including a written copy of the multidisciplinary conference and a written summary of student's individual needs, to be attached to this contract.
- C. To develop and submit to the facility, prior to placement of the student, an IEP which shall be a written description of the student's current performance levels; annual goals (including short-term objectives); evaluation procedures; criteria and schedule to measure progress; projected initiation and duration of services; specific special education, related services, specialized equipment and adaptive services to be provided; least restrictive environment (LRE) determination and supporting rationales; transition goals and services needed; and transportation requirements to meet the needs of the student to the satisfaction of the district and parent/guardian.
- D. To conduct, in cooperation with the staff of the facility and with the parent/guardian, an annual review of student's educational needs, including justification for continued placement when necessary, with written documentation of such review available to the facility.
- E. To perform testing and evaluation of student at least every three years or more frequently if deemed necessary by the district staff in consultation with the parent/guardian.
- F. To provide transportation to and from the facility for the student as provided in Section 14-7.02 of the School Code and pertinent regulations, and as delineated in the student's IEP.
- G. If applicable, to provide a written definition of credit hour requirements in each subject area that will be acceptable to the district upon the return of student to the public schools of district.

### Facility agrees:

- A. To comply with 23 Illinois Administrative Code 401.
- B. To comply with the Illinois School Student Records Act, Illinois Revised Statutes, Ch. 122, Article 50.
- C. To provide to the district the following:
1. Monthly reports of student attendance. Written notice will be provided to the district immediately after five consecutive days of unexcused absence.
  2. Reports on all testing and evaluation of student which is done by facility in compliance with the IEP.
  3. Information and progress statements necessary for the annual review conducted by district for the determination of the future placement of student.

C. To provide to the district the following: *(Continued)*

4. Notification of all significant changes in staff, location, physical facilities and program of facility as such changes occur. (Program changes which affect the private facility code number listed in Section II require a new contract.)
  5. Other reports that district may reasonably require of facility from time to time.
  6. Notification of any change in residence or guardianship of the student.
- D. To assist the district and the parent or guardian of student in the annual or more frequent review of student's educational needs. Any recommended change in program or placement that deviates from the IEP requires a new IEP meeting prior to implementation.
- E. As appropriate, to provide documentation of curriculum and course material as required by district, sufficient to enable student to return to district with credit given for course work completed.
- F. To permit district, its representatives and the representatives of the State Board of Education to visit and inspect the facilities maintained by facility and to permit evaluation of the programs and services provided by facility.
- G. To notify the district of any change in approval status with respect to 23 Illinois Administrative Code 401.
- H. To secure and maintain during the term of this agreement such comprehensive public liability insurance necessary to insure against any loss or liability for personal injury to student which may arise from operations and activities conducted pursuant to this agreement whether such operations or activities are conducted by facility or by anyone directly or indirectly employed by facility.
- I. To conduct an annual audit in order to verify actual expenditures for the special education, related services or room and board for student.
- J. To assure that no person shall be denied participation in or benefits of any program or activity or otherwise be subjected to discrimination on the basis of race, color, national origin, or sex under any program or activity conducted by facility or in the employment practices of facility.
- K. To assure that no parents are charged for any special education, related services or room and board for any students placed by local school districts.
- L. To assure that no charges for special education, related services and room and board exceed the costs approved by the Illinois Purchased Care Review Board (IPCRB).
- M. To provide a school calendar upon request and, for residential placements, a calendar of operation.
- N. To comply with the Interstate Compact provisions as applicable.
- O. To secure all necessary releases of information from the parent of the student in question (or student if aged 18 or older and not under an order of guardianship) to facilitate any needed sharing of data or other student record information that may be in the possession of the school district and required by the nonpublic facility.

### SECTION III

Please state costs in per diem terms.

Number of Days

\$ 286.52	for tuition per diem for regular school term for	99
\$ 286.52	for tuition per diem for summer term for	26
\$	for room and board per diem for regular school term for	
\$	for room and board per diem for summer term for	
\$	Other (Specify) _____	
on a _____ basis, with final payment no later than _____ (Specify Frequency) (Date)		

Should the IPCRB change the rate(s), the rates listed shall be changed to the approved rate. The total shall be appropriately adjusted, if there is more than one rate.

### SECTION IV

Failure to comply with the terms and conditions set forth herein shall be grounds for termination of this agreement. Facility may terminate this agreement upon written notification, including a statement of reasons for termination, to be provided at least 30 calendar days prior to actual termination, except when the health and safety of this student or other students are endangered. District may terminate this agreement by providing at least 30 calendar days notice prior to actual termination.

### SECTION V

Further conditions consistent with this agreement and the laws of the United States and the State of Illinois are attached if applicable.

We, the undersigned, agree to the terms and conditions to this agreement and do affirm that all required information and attachments required of district and facility will be appended to this document and retained in the files of district and facility.

\_\_\_\_\_  
(Date)  
12-6-2018  
\_\_\_\_\_  
(Date)  
12-6-2018  
\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Original Signature of District Superintendent)  
Val Belmont  
\_\_\_\_\_  
(Original Signature of Director of Nonpublic Facility)  
Susan Gehring  
\_\_\_\_\_  
(Original Signature of State-Approved Director of Special Education)



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Schaumburg • South Barrington

## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
580 N. 1st Bank Drive  
Palatine, IL 60067-8110

Michael Adamczyk  
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061  
www.ccsd15.net



**DATE:** December 12, 2018  
**TO:** Board of Education  
**FROM:** Michael Adamczyk, CSBO  
**RE:** Consent Calendar Item – Enel X Contract Renewal

Community Consolidated School District 15 entered into an agreement with Enernoc in May, 2013 for a Demand Response program. The District agrees to reduce electrical use when the reliability of the electric grid (PJM Interconnection) is in jeopardy and voltage reductions and rolling brownouts are imminent. In return, the District receives capacity payments from PJM Interconnection. The District has received \$220,970 in earnings since inception. The current agreement expires 5/31/2019.

Enernoc is now Enel X North America, Inc. Enel X has approached the District and would like to extend the current program through 5/31/2024. Whereas the expiring contract paid the District 60% of the PJM payments, the new agreement will pay the District 65%. Hodges Loizzi reviewed the original agreement in 2013 and has reviewed the amendment. Administration recommends approval of the amendment with Enel X.



## AMENDMENT TO DEMAND RESPONSE SALES AND SERVICES AGREEMENT

This Amendment to Demand Response Sales And Services Agreement as amended by the Emergency Load Response Program Attachment (this "Amendment"), effective as of June 1, 2019, the scope of which is described more fully below, is made by and between **ENEL X NORTH AMERICA, INC.** (fka EnerNOC, Inc.), located at One Marina Park Drive, Suite 400, Boston, MA 02210 ("Enel X"), and **PALATINE CCSD 15**, located at 580 N. 1<sup>st</sup> Bank Drive, Palatine, IL 60067 ("Customer"). This Amendment amends that certain Demand Response Sales and Services Agreement by and between Enel X and Customer effective as of May 8, 2013 and as amended by the Emergency Load Response Program Attachment (the "Agreement"). Capitalized terms not otherwise defined herein shall have the meanings given them in the Agreement.

### RECITALS

WHEREAS, the Parties entered into the Agreement effective as of May 8, 2013; and

WHEREAS, the Parties wish to amend the Agreement pursuant to the terms of this Amendment.

NOW, THEREFORE, the Parties, intending to be legally bound, hereby agree as follows:

1. Section 1 of the Agreement is hereby amended by adding the following new sentence at the end of Section 1:

This term of this Agreement shall be extended for a period of five (5) years, commencing 6/1/2019 and ending on 5/31/2024.

2. The Agreement is hereby amended by adding the following as Section 7:

**Ethics and Anticorruption.** Enel X declares that in managing its business activities and its relationships, it adheres to the principles contained in its Code of Ethics, the Zero Tolerance of Corruption Plan and the Organisation & Management Model adopted pursuant to Italian Legislative Decree 231/2001 (the "Compliance Program") (available at <https://www.enel.com/investors/a/2016/08/code-of-ethics>). Moreover, as a subsidiary of Enel S.p.A., Enel X declares its adherence to the United Nations Global Compact. Enel X wishes its counterparties to refer to the same principles in managing their business activities and relationships. Enel X prohibits any promises, offers, or requests of illegal payments, in cash or other benefits, with the objective of gaining an advantage in its relationships with stakeholders, and this prohibition is extended to all of its employees

3. Section 3.a.i. of the Emergency Load Response Program Attachment is hereby amended by deleting the 2<sup>nd</sup> sentence in its entirety and substituting the following new 2<sup>nd</sup> sentence in lieu thereof:

The "Capacity Payment Rate" shall be 65% of the established PJM market clearing price obtained by Enel X for the applicable Demand Response Product(s).

4. Section 3.a.ii. of the Emergency Load Response Program Attachment is hereby amended by deleting the 1<sup>st</sup> sentence in its entirety and substituting the following new 1<sup>st</sup> sentence in lieu thereof:

Enel X will pay Customer 100% of the energy payments available from PJM to Enel X in connection

**CONFIDENTIAL AND PROPRIETARY**



with Customer responding to a Demand Response Event when notified by Enel X (“Energy Payments”).

5. Except as amended hereby, the Agreement shall remain unchanged and shall remain in full force and effect.
6. This Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement, and when executed shall be binding on the parties hereto.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the day, month and year first above written.

**ENEL X NORTH AMERICA, INC.**

**PALATINE CCSD 15**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





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## Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center  
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Palatine, IL 60067-8110

Michael Adamczyk  
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061  
[www.ccsd15.net](http://www.ccsd15.net)



**DATE:** December 12, 2018

**TO:** Board of Education

**FROM:** Michael Adamczyk, CSBO

**RE:** Consent Calendar Item – MJ Playground & Walking Track Donation

Per Board of Education policy 8:80, donations to fund specific projects that will require additional investment and/or modification to District facilities are acceptable if the project has received prior approval by the Board.

The District has plans to update the playground equipment at Marion Jordan Elementary School during the Summer of 2019. In addition to the District's funding for this project, there are two private donors contributing between \$60,000-\$85,000. We estimate the District's cost to replace the playground will be between \$68,500-\$168,500.

Furthermore, Marion Jordan's PTA has expressed the desire to fundraise in order to add a walking track to the school's outdoor recreation area. Administration supports this proposal provided that the PTA can fundraise enough to also add a walking track on the opposite end of the District in order to ensure fairness in the amenities provided throughout the District. Each walking track is estimated to cost \$117,280, therefore a total of approximately \$235,000 must be raised to cover the costs of the two walking tracks. Once the District has received proof that the funds have been raised, the District will issue a request for proposals and ask the Board to formally award the bid at a future meeting.

Attached is documentation with further details regarding both the playground and walking track proposals.

### Marion Jordan Playground Estimate

	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Playground Cost	150,000.00	150,000.00	225,000.00	225,000.00
Donor Support	(85,000.00)	(60,000.00)	(85,000.00)	(60,000.00)
Subtotal	65,000.00	90,000.00	140,000.00	165,000.00
Site Prep (D15)	3,500.00	3,500.00	3,500.00	3,500.00
Total D15 Cost:	68,500.00	93,500.00	143,500.00	168,500.00

Total D15 costs would range from \$68,500 to \$168,500, depending upon final cost estimates and total donor support.



## **Marion Jordan Elementary School Outdoor Playground Project**

By Kelly Lapetina, Marion Jordan PTA President

The purpose of this project is to outline and communicate to all stakeholders what may be involved in updating Marion Jordan's outdoor student recreation area. Developing a solid plan ahead of time will increase the probability of project success and obtaining support from the district, school community and potential funding resources. This project outline is meant to be a guide and point of reference and provide a framework for sharing information between the district, PTA, and matching-donor.

**Project Title:** 2019 MJ Outdoor Playground Project

**Site:** Marion Jordan Elementary School, Palatine, Illinois

**Target Construction Start Date:** 6/11/2019

**Target Completion Date:** 8/9/2019

**Project contact name:** Kelly Lapetina

**Email, cell:** [REDACTED]

### **Partners/Contacts:**

- Marion Jordan Principal: Jennifer Grosch groschj@ccsd15.net
- Interim Principal: Ann Bokor bokora@ccsd15.net
- Marion Jordan PTA, President: Kelly Lapetina [REDACTED]
- District 15 Business & Auxiliary Services Chief School Business Official, Michael Adamczyk, SFO adamczm1@ccsd15.net
- District 15 Deputy Superintendent of Schools, Matt Barbini Ed.D barbinim@ccsd15.net

### **Value:**

A direct measurable value of savings for the district to update one of their school's playground will be realized, approximately \$80,000 as of 11/11/2018 (plus an additional \$100,000 savings from the AL estimate of \$325K). Final savings amount yet to be determined. The current playground equipment also has many concerning safety issues that can only be practically resolved with new equipment. See Illustration B. Noteworthy, additional unmeasured value will be obtained with this project through the community both at the school and in the surrounding area. Family, friends, and Kimberly's old classmates that currently have children at MJ still travel to the playground and reminisce their time with her and a time when they were at Marion Jordan. Reinvigorating the area will once again enhance the relationship between the school and the community, especially Kimberly's generation of parents that are beginning to send their children to Marion Jordan.

**Project Description:** Update Playground. Renovate existing playground. This will include complete removal of most existing playground equipment and replacement. One swing set will remain. One swing set will be replaced.

**Budgetary Project Costs:**

Playground Equipment: 3 price-leveled options, Illustration A. Playground equipment costs expected to inflate 3-5% Jan 2019. Additional site prep may be needed, \$3,500 budgeted for stump removal and slight playground footprint adjustment. These options are a starting point and will be reviewed. Final project will be approved by committee comprising of MJ PTA and MJ Administration.

- Option1: All-inclusive playground packet at 150K level
- Option2: All-inclusive playground packet at 200K level
- Option3: All-inclusive playground packet at 225K level

**Financial Resources:**

CCSD 15 support: \$225,000

Donor Support: \$85,000K (currently we have a commitment of \$10,000 from private donor. Must finalize commitment of this donation towards playground. Additional, minimum funding of \$50,000 not to exceed \$75,000 from Mr. Brown.

\$285-310K Total

**Time Frame:**

Final Project Specifications Due to the District by 2/7/19

Installation: Summer of 2019

- Total time to install playground: TBD

**On-Going Maintenance:**

To be determined

**Next Steps:**

1. Form Committee:
  - Committee to include 3 parents, 4 school faculty (one to be OT and principal). Committee to determine final specs and proposal of equipment. Plan submitted by January 18, 2019.
2. Principal, PTA president and D15 Environmental Services meet to discuss additional costs to plan (i.e. stump removal, etc.). Submit final plan to D15 by February 7, 2019.
3. District 15 to get competitive bids and final approvals by a date that will begin work by June 2019.

## Illustration A



Above example of one area in of 150K option



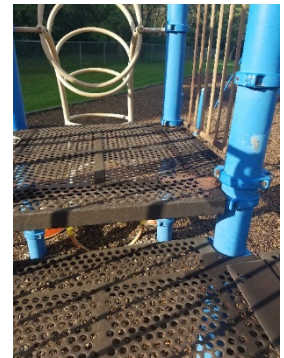
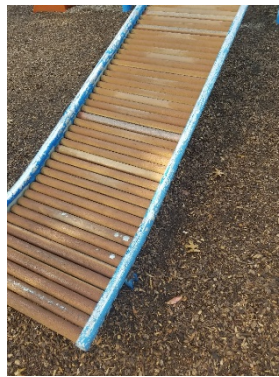
Above example of one area in of 200K option



Above example of one area in the 225K option



## Illustration B



### Marion Jordan ES Walking Track

Chicago, Illinois 60654

Architect STR Partners

November 20, 2018

- Special Consultant Fees	- Special hoisting or restricted site access
- Legal Fees	- Premium time and overtime labor rates
- Utility Company Service Fees	- Hazardous Waste Handling
- A/E or Design Fees	- ADA Compliance
- Removal of obstructions in pathway such as bleachers, backstops, manhole covers, etc - Not included	
- We are assuming 4" of topsoil & lawn restoration	



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**DATE:** December 12, 2018  
**TO:** Board of Education  
**FROM:** Michael Adamczyk, CSBO  
**RE:** Consent Calendar Item – Workers' Compensation Settlement

Administration requests approval for a workers' compensation settlement of \$65,994.00 + \$35,236.12 for a Medicare Set Aside Arrangement (MSA), for a not-to-exceed amount of \$101,230.12. The facts of the case are as follows: Employee originally injured themselves in 2017. Employee underwent various medical procedures including surgery.

Claimant is no longer employed by the District. District legal counsel recommends settlement of this case.

**Agenda Item No. 18-1230P**

**Destruction of Executive Session Audio  
Recordings (January 2017)**

**(No Enclosure)**

## FOIA Requests/Responses

There was one (1) request and no responses for information under the Freedom of Information Act during the period of November 8, 2018, through December 6, 2018.

Request	Staff Time
<b>On December 6, 2018, a request was received from ProPublica Illinois and the Chicago Tribune</b> , for all logs from August 1, 2017 to the present that detail the instances when students were placed in an isolated time out, seclusion, or any other type of confinement; all logs from August 1, 2017 to the present that detail instances when physical restraint was used. <b>The response to this request will be due on December 13, 2018.</b>	Staff Time: Hrs

## Developers Contributions—Impact Fees Received

None





CCSD 15 FOIA Disposition

Date Received: 12/06/18

Date Due: 12/13/18

Date Responded: \_\_\_\_\_

CCSD15 FOIA <foia@ccsd15.net>

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## ProPublica-Tribune FOIA request

1 message

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**Jodi Cohen** <Jodi.Cohen@propublica.org>  
To: "FOIA@ccsd15.net" <FOIA@ccsd15.net>

Thu, Dec 6, 2018 at 12:07 PM



Dr. Scott B Thompson

Palatine CCSD 15

580 N 1st Bank Dr

Palatine 60067 8110

Sent via email to [FOIA@ccsd15.net](mailto:FOIA@ccsd15.net)

Dr. Scott B Thompson:

In accordance with the Illinois Freedom of Information Act (5 ILCS 140), ProPublica Illinois and the Chicago Tribune request you provide the following records in your organization's possession:

- All logs from August 1, 2017 to the present that detail the instances when students were placed in an isolated time out, seclusion, or any other type of confinement (referred to as "isolated time out" in the description below).
- All logs from August 1, 2017 to the present that detail instances when physical restraint was used. (referred to as "restraint" in the description below).
- The written record of each incident of isolated time out and/or restraint that occurred between August 1, 2017 to the present, including but not limited to the following information:
  - The date of the incident
  - The beginning and ending times of the incident
  - A description of any relevant events leading up to the incident

- A description of any interventions used prior to the implementation of isolated time out
  - A description of the incident and/or student behavior that resulted in isolated time out
  - A log of the student's behavior in isolated time out, including a description of the restraint techniques used and any other interaction between the student and staff
  - A description of any injuries (whether to students, staff, or others) or property damage
  - A description of any planned approach to dealing with the student's behavior in the future
  - A list of the school personnel who participated in the implementation, monitoring, and supervision of isolated time out
  - The date on which parental notification took place.
- The written notification to parents for each of the incidents of isolated time out and/or restraint from August 1, 2017 to the present, including but not limited to the date of the incident, a description of the intervention used, and the name of a contact person with a telephone number to be called for further information.
  - Records of the training and orientation materials provided to district staff members about the district's isolation and/or seclusion procedures, and all training and orientation materials related to physical restraint.
  - Records that show the staff members who were trained in and permitted to use physical restraint between August 1, 2017 to the present

Please provide the documents within five days as required by the law. If you believe this request is exempt from disclosure, please provide an explanation to justify the redaction or withholding, and then provide the rest of the records. **Please note that statute does not allow your agency to withhold documents in their entirety if only parts of the records may be exempt, so please redact student names if necessary but not the entire document, for example.**

Please e-mail the information to [Jodi.Cohen@ProPublica.org](mailto:Jodi.Cohen@ProPublica.org) and Jennifer Smith Richards at [jrichards@chicagotribune.com](mailto:jrichards@chicagotribune.com).

Thank you,

Jodi S. Cohen

ProPublica Illinois

[Jodi.Cohen@Propublica.org](mailto:Jodi.Cohen@Propublica.org)

708-967-5723

Jennifer Smith Richards

Chicago Tribune

[Jrichards@Chicagotribune.com](mailto:Jrichards@Chicagotribune.com)

312-222-5430