

Community Consolidated School District 15

BOARD OF EDUCATION MEETING

Walter R. Sundling Junior High School
1100 North Smith Street, Palatine, Illinois
Wednesday, May 8, 2019—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—Hunting Ridge Elementary School

IV. Superintendent's Reports

- 19-500 Student Recognition—National Parent Teacher Association (PTA) Reflections Program State Qualifiers (Stefanie Boucher/ Betsy Gharagozlou)
- 19-501 Student Recognition—Department of Instruction: Outstanding Achievement for Students in Mathematics and Science (Meg Schnoor)
 - Illinois Junior Academy of Science—Junior Science Fair
 - “You Be the Chemist” Challenge Regional Competitors
 - MATHCOUNTS Achievements
 - Illinois Math League Achievements
- 19-502 Superintendent's Report (Scott Thompson)
 - School Improvement Plan Presentations
 - Christine Ortlund—Hunting Ridge Elementary School
 - Martin Da Costa—Winston Campus Junior High School
 - Park Place Financials

V. Reading and Acceptance of Minutes

- April 10, 2019 Regular Board of Education Meeting
- April 24, 2019 Special Board of Education Meeting
- April 24, 2019 Organizational Special Board Meeting

VI. Board Discussion and Reports

- 19-510 Committee Representation
- 19-511 ED-RED Council/Legislation
- 19-512 one-five FOUNDATION
- 19-513 Finance Committee
- 19-514 Equity Committee
- 19-515 Board Policy—First Reading
 - 2:20 School Board: Governance—Powers and Duties of the School Board; Indemnification
 - 2:210 Board Meetings: Organizational School Board Meeting
 - 4:30 Operational Services—Revenue and Investments
 - 4:110 Operational Services—Transportation
 - 4:150 Operational Services—Facility Management and Building Programs
 - 5:220 Personnel: Professional Personnel—Substitute Teachers
 - 6:15 Instruction: Philosophy and Goals—School Accountability
 - 6:185 Instruction: Special Programs—Remote Educational Program (New)

19-516 Superintendent's Communication Committee

VII. Citizens Address the Board

VIII. Action Items

19-520 Personnel Report

1. Administration
 - a. Recommendation for Hire
 - b. Recommendation for Change of Status
 - c. Recommendation for Leave of Absence
2. Certified
 - a. Recommendation to Hire
 - b. Recommendation for Leave of Absence
 - c. Recommendation for Resignations
 - d. Recommendation for Retirement without Incentive
3. Non-Certified
 - a. Recommendation to Hire
 - b. Recommendation for Change of Status
 - c. Recommendation for Leave of Absence
 - d. Recommendation for Resignation
 - e. Recommendation for Retirement without Incentive
 - f. Recommendation for Disciplinary Action
 - g. Recommendation for Termination

19-521 Resolution—Authorize the Notice of Publication of Public Hearing on the Adoption of the FY2020 Tentative Budget

19-522 Ratify Membership into Sourcewell Purchasing Cooperative

19-523 Marion Jordan and Jane Addams Elementary Schools Playground Renovations

19-524 Purchase Requisition—NWEA MAP Annual Renewal

19-525 Request for Proposal—Analog to Digital Radio Refresh (19-021)

19-526 Bid Award—Interior Bus Cleaning Services (19-026)

19-527 Request for Proposal—Taxi Services for Student Transportation (19-027)

19-528 Request for Proposal—School Office Desktop Computers and Options (19-028)

19-529 Bid Award—Sanitation Restoration (19-029)

19-530 Bid Award—Asbestos Abatement (19-030)

19-531 Consent Calendar

(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. April 2019 Investment Report
- B. April 2019 Treasurer's Report
- C. April 2019 Report of Payroll Vouchers and Invoices
- D. March 2019 Activities Fund Report
- E. April 2019 Budget Report
- F. Disposals
- G. Annual Renewal of Frontline Absence and Substitute Management System
- H. Sion Club Donation—Jane Addams Elementary School
- I. Pre-Approval for Purchase of Classroom Magazines
- J. STR Partners Proposal—2019/20 Secure Vestibules
- K. Resolution to Appoint a School Treasurer
- L. Resolution Designating Depositories for School District Funds

- M. Resolution Approving Payment of Certain Invoices Prior to Board Approval upon Certification of the Superintendent Designee
- N. Resolution Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal Board (PTAB)
- O. Resolution Authorizing Petty Cash Fund
- P. Resolution Authorizing C.A.R.E. Petty Cash Fund
- Q. Agreement for Professional Therapy Services—Maya Services, Inc.,
(Anagha Mandar Dewoolkar)
- R. Agreement for Professional Therapy Services—Erdmann Therapy Solutions,
(Deborah Lyn Erdmann)
- S. Agreement for Professional Services—Health Pro Heritage, (Celeste Bechdolt)
- T. Agreement for Professional Therapy Services—AM Therapy LLC
(Angela Martinez)
- U. Destruction of Executive Session Audio Recordings—June 2017

IX. Correspondence

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

X. Adjournment

<p style="text-align: center;">June 12, 2019 Board of Education Regular Meeting 7 p.m. Walter R. Sundling Junior High School 1100 North Smith Street, Palatine</p>	Review of the Five-Year Financial Projections and Budget Summary
	Presentation—FY 2020 Tentative Budget
	Request for Proposal—Multifunctional Devices and Print Management Software (19-010)
	Bid Award—Stage Curtains (19-008)



**Hunting Ridge Elementary School
Students to Lead the
Pledge of Allegiance**

Board of Education Meeting Date:

May 8, 2019 7 p.m.

Meeting Location:

Walter R. Sundling Jr. High School

Student Group:

Hunting Ridge Elementary School

Presenter:

Christine Ortlund

Recognition

Dylan B.
Jason L.

Hunting Ridge is proud to present members of their Math Counts team that participated in the regional competition.

Christine Ortlund,
Principal, Hunting Ridge Elementary School

May 8, 2019



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Community Consolidated School District 15

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

Morgan Delack
Chief Communications Officer

(847) 963-3204 • Fax (847) 963-3200
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education
Scott Thompson, Ed.D., Superintendent of Schools

FROM: Morgan Delack, Chief Communications Officer

SUBJECT: National PTA Reflections Program



For 50 years, National PTA's **Reflections** program has helped students explore their own thoughts, feelings and ideas, develop artistic literacy, increase confidence and find a love for learning that will help them become more successful in school and in life.

Each year, over 300,000 students in Pre-K through Grade 12 create original works of art in response a student-selected theme. The theme for the 2018-19 program year is *Heroes Around Me*. Students submit their completed works of art in one or all of the available arts categories: Dance Choreography, Film Production, Literature, Music Composition, Photography, and Visual Arts.

Student winners from the local level have the opportunity to move up through their district, region, council and state PTA programs to the national level. National Reflections winners are celebrated annually at [National PTA's Convention & Expo](#) in June.

This year, 30 District 15 students qualified for the State Reflections competition for their outstanding work. Thank you to the PTA/PTSA Co-Presidents Stefanie Boucher and Betsy Gharagozlou for their efforts in coordinating this year's event!



Tonight, we will recognize the following students for their state qualification in the PTA Reflections contest:

Name	School	Grade	Category	Project Title
Rahini S.	Hunting Ridge	4	Film	My Hero - Walking into the Unknown
Irtaza H.	Hunting Ridge	4	Film	24/7
Phethikshaa T.	Pleasant Hill	2	Dance	Stand Tall Against all Odds
Rose H.	Virginia Lake	5	Dance	Dancing Heroes
Taya R.	Kimball Hill	4	Dance	Proud to be an American
Rhea M.	Marion Jordan	6	Dance	A Tribute to Unsung Heroes
Limi N.	Hunting Ridge	5	Dance	Heroes around the World
Reese R.	Virginia Lake	5	Music	Heroes all Around Me
Dayita M.	Central Road	5	Lit	Valiant Venture
Simoni A.	Marion Jordan	6	Lit	Not All Heroes Need Capes
Sanvi P.	Hunting Ridge	5	Lit	My Reflections Hero
Jonathan S.	Hunting Ridge	5	Lit	My Dad's Journey
Emma K.	Carl Sandburg Jr High	7	Photo	Living at 90 miles per hour
Emma K.	Carl Sandburg Jr High	7	Photo	Hail to the Orange Hail to the Blue
Emma K.	Carl Sandburg Jr High	7	Photo	Wild Spirits
Shivangi D.	Willow Bend	5	Visual Arts	Four Paws Heroes
Aaron C.	Hunting Ridge	5	Visual Arts	My Grandpa Jumping out of a Helicopter
Alix	Plum Grove Jr High	8	Visual Arts	Not All Hero's Wear Capes
Kevin C.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: My Mom and Dad
Jacob A.	Winston Campus Elem	2	Visual Arts	Heroes Around Me: My Dad
Coldon H.	Winston Campus Elem	2	Visual Arts	Heroes Around Me: Mom
Ranbir D.	Winston Campus Elem	2	Visual Arts	Heroes Around Me: Mom and Dad
Leonardo A.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: Batman
Anahi C.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: My Family
Byron L.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: My Cousin
Caden H.	Winston Campus Elem	2	Visual Arts	Heroes Around Me: My Family
Faith F.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: My Mom, Dad and Brother
Jaxon D.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: Mom and Dad
Leilani C.	Winston Campus Elem	3	Visual Arts	Heroes Around Me: My Sister Rosie
Finley C.	Paddock PTA	4	Visual Arts	Earths Greatest Heroes

May 8, 2019



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Meg Schnoor, Ed.D.
 Assistant Superintendent for Teaching and Learning

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DATE: May 8, 2019

TO: Board of Education

FROM: Meg Schnoor, Ed. D., Assistant Superintendent for Teaching and Learning

RE: Illinois Junior Academy of Science - Junior High Science Fair

The Department of Instruction would like to congratulate and acknowledge our junior high students who participated in the Illinois Junior Academy of Science - Junior High Science Fair. Students worked with their science teachers and the sponsors to create projects that were presented at their home school science fair. The students we are recognizing tonight moved on to the regional level and/or the state level competitions.

“The mission of the Illinois Junior Academy of Science is to present science as a rational observation and systematic investigation of natural phenomena; to stress the importance of critical thinking and logical reasoning; and to encourage students to view science as an interdisciplinary study applicable to society and its interactions with the environment.

Region 6 serves students from the north half of Cook and DuPage Counties, and Lake County. The Region 6 Exposition is a science research competition for junior and senior high-school students. The purpose of this event is to allow students an opportunity to communicate their research results and to promote discussion of their work with scientific colleagues.”

Congratulations to Plum Grove School, who won 3rd place in their division, for the number of projects awarded a Gold Award at the Illinois State Science Fair.

PLUM GROVE - Ana Kamath (sponsor)

PGJH	Ansh A.	7	Gold at State
PGJH	Natalie A.	7	Bronze at Regional
PGJH	Ritikha A.	7	Silver at Regional



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PGJH	Dwij B.	7	Gold at State
PGJH	Ruthwik B.	7	Silver at Regional
PGJH	Abhi B. / Arvind K.	7	Gold at State
PGJH	Prithika D.	7	Gold at Regional
PGJH	Avyay D.	7	Silver at State
PGJH	Chinmayee G. / Samaira A.	7	Gold at Regional
PGJH	Sai K.	7	Gold at State
PGJH	Levyn M. / Christian T.	7	Gold at State Best in Category at State.
PGJH	Keerthana R. / Nayana R.	7	Silver at State
PGJH	Nishanth R. / Veda R.	7	Silver at State
PGJH	Ishaan S. / Yuvan S.	7	Gold at State
PGJH	Lilia W.	7	Silver at Regional
PGJH	Jack X.	7	Gold at State
PGJH	Anthony Y.	7	Silver at Regional
PGJH	Joshua Z.	7	Silver at Regional
PGJH	Pranaav S.	7	Silver at Regional
PGJH	Ifra B. / Adithya V.	8	Silver at State



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PGJH	Sourojit M.	8	Gold at Regional
PGJH	Vibhav P.	8	Silver at Regional
PGJH	Pranav P.	8	Gold at State
PGJH	Debdutta M.	8	Gold at State. Best in Category both at the Regional and State competition. Environmental award.
PGJH	Manaswita K.	8	Gold at State
PGJH	Sarayu B. / Shivani K.	8	Silver at Regional
PGJH	Shaan M.	8	Silver at regional
PGJH	Eric Z	8	Silver at Regional

CARL SANDBURG - Al Stevenson (sponsor)

CSJH	Marian K	8	Gold at State
CSJH	Julia B	7	Gold at State
CSJH	Lilia R	7	Bronze at Regionals

WINSTON CAMPUS JH - Nancy Oliver, Matthew Gillingham, Lindsey Walsh

WCJH	Katelyn W/Kaylee H	8	Regionals
WCJH	Eesha B	8	Regionals
WCJH	Prithvi S	8	Bronze at Regionals



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WCJH	Jimmy M	8	Bronze at Regionals
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WALTER R. SUNDLING - Chris Lucht (sponsor)

WRS	Sri K	8	Silver at Regionals
WRS	Sahaana S	8	Gold at Regionals and best in category for computer science at Regionals/Silver at State
WRS	Sanjna B	8	Silver at Regionals
WRS	Sophia Z	8	Silver at Regionals
WRS	Meghan G	8	Bronze at Regionals
WRS	Gillian M	8	Bronze at Regionals
WRS	Nora J	7	Silver at Regionals/ Gold at State And Best in category in Materials Science at State
WRS	Lily S	8	Silver at Regionals/ Gold at State And Best in category in Materials Science at State
WRS	Thomas L	8	Bronze at Regionals
WRS	Nivedita P	8	Gold at Regionals/Silver at State
WRS	Puneet V	8	Gold at Regionals/Silver at State
WRS	Aakarsh S	7	Silver at Regionals
WRS	Kelsey G	8	Gold at Regionals
WRS	Nimai K	8	Bronze at Regionals



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DATE: May 8, 2019
TO: Board of Education
FROM: Meg Schnoor, Ed. D., Assistant Superintendent for Teaching and Learning
RE: "You Be The Chemist" Student Recognition



The Department of Instruction would like to congratulate and acknowledge our junior high students who excelled in the "You Be the Chemist" Challenge.

"The Challenge provides opportunities for schools, educators, and grade 5-8 students to receive scholarships, national recognition, prizes, and more! There is no cost for a school to participate in the Challenge. Student participation in the Challenge begins with schools, where students take the Challenge Qualifier to identify who will move on to the next level of competition."

Challenge content includes science concepts covered in many state assessments, such as:

- the scientific method
- properties of matter
- chemical formulas & equations
- chemistry in the human body

Congratulations to the following WRS students for their participation in the You Be the Chemist Challenge:

- Puneet V.
- Jens L.
- Ali A. – placed 2nd in state competition



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DATE: May 8, 2019

TO: Board of Education

FROM: Meg Schnoor, Ed. D., Assistant Superintendent for Teaching and Learning

RE: MATHCOUNTS Competition Series

The Department of Instruction would like to congratulate and acknowledge all the students who participated in the MATHCOUNTS competition series, and their coaches as well. There were more than 20 schools participating in the competition that took place on February 3, 2019.

“The MATHCOUNTS Competition Series is a national program that provides students the opportunity to compete in live, in-person contests against and alongside their peers. Created in 1983, it is the longest-running MATHCOUNTS program and is open to all sixth-, seventh- and eighth-grade students.

How Does It Work?

The Competition Series has 4 levels of competition—school, chapter, state and national. Each level of competition is comprised of 4 rounds—Sprint, Target, Team and Countdown Round. Altogether the rounds are designed to take about 3 hours to complete.

- **Sprint Round:** focuses on speed and accuracy. Students have 40 minutes to complete 30 math problems without a calculator.
- **Target Round:** focuses on problem-solving and mathematical reasoning. Students receive 4 pairs of problems and have 6 minutes to complete each pair, assuming the use of a calculator.
- **Team Round:** focuses on problem-solving and collaboration. Students have 20 minutes to complete 10 math problems, assuming the use of a calculator. *Only the 4 students on a school's team can take this round officially.*
- **Countdown Round:** focuses on speed and accuracy. Students have a maximum of 45 seconds per problem without a calculator. *This round is optional at the school, chapter and state level.”*

Hunting Ridge Elementary School, coached by Sonja Nilsen

Hunting Ridge's school team won 8th place.

Jason L - 8th place

Vedanth S - 28th place

Dylan B - 30th place

Jason ZK

Walter R. Sundling Junior High, coached by Lori Majewshi and Tim Lu

WRS school team won 7th place.

Thomas L - 7th

Garv K - 36th

Elle Z - 55th

Maitreyi P - 58th

Claire S - 92nd

Ashman M - 140th

Plum Grove Junior High, coached by Minerva Milford

Plum Grove School team won 1st place.

Andrew D - 1st place

Albert J - 5th place

Joseph J - 2nd place

Sourojit M

Pleasant Hill Elementary School, coached by Megan Scholobohm

Krish G - 20th

Ethan L - 20th



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DATE: May 8, 2019
TO: Board of Education
FROM: Meg Schnoor, Ed. D., Assistant Superintendent for Teaching and Learning
RE: Illinois Math League



The Department of Instruction would like to congratulate and acknowledge our sixth, seventh and eighth grade students who participated in the Illinois Math League Contest this year.

"Over one million students from the United States and Canada participate in Math League Contests each year. Every contest has questions from different areas of mathematics. The goal is to encourage student interest and confidence in mathematics through solving worthwhile problems. Many students first develop an interest in mathematics through problem-solving activities such as these contests. Schools compete in statewide or multistate league competitions."

Hunting Ridge Elementary School, coached by Sonja Nilsen

Hunting Ridge's school team won 2nd place.

Jason L - 2nd place
Dylan B - 8th place
Ashwin M - 20th place
Ryan K - 26th place

Frank C. Whiteley Elementary School, coached by Amy Carey

Frank C. Whiteley's school team won 8th place.

Rishi K - 20th place
Allison P - 26th place
Ronak R - 26th place

Plum Grove Junior High School, coached by Minerva Milford

Plum Grove School's 8th grade team won 1st place.

Andrew D - 3rd place
Albert J - 3rd place
Shophia Z - 6th place
Luke Z - 6th place

Plum Grove School's 7th grade team won 1st place.

Aditya G - 1st place with a perfect score
Joseph J - 1st place with a perfect score



Hunting Ridge School School Improvement Planning Update

2018-2019 SIP Team:



Kindergarten: Kristi Schwarz

Grade 3: Melissa Lebata

Grade 4: Rachel Smith

Grade 6: Shane Jensen
Admin: Christine Ortlund

Grade 1: Cari Annarella

ATG: Deb Oltman and Alex Nasaca

Grade 5: June Park


Specialists: Cheryl Harsh, RCS
Admin: Kate Arenberg

A Reorganized Data Wise: Leadership and Teaching Levers to Improve Learning

Leadership Levers	Step 1	We structure and organize our school so that teachers have the time and are prepared to meet in collaborative teams to use student data to plan, guide, and revise instruction	
	Step 2	We provide professional learning opportunities to prepare staff to use data and organize instruction effectively and efficiently	
	Step 3	We work with the school improvement team to use data to establish clear priorities and goals for our school so we can focus staff learning, efforts, and support	
Teaching Levers			
Step 4		Step 5 & 6	Step 7
We organize and use classroom data to identify student learning targets and plan instruction		We develop a common understanding of instruction and implement a written instructional plan that is aligned to our student’s learning targets	We use data to set, monitor, and review student learning goals at the student, classroom, and school level and adjust our instructional plans based upon the results
Leadership Lever	Step 8	We use walkthroughs and other data sources to collectively monitor and review how we implement our instructional plans, goals, and collaborative work structures.	

A Reorganized Data Wise: Leadership and Teaching Levers to Improve Learning

Leadership Levers	Step 1	We structure and organize our school so that teachers have the time and are prepared to meet in collaborative teams to use student data to plan, guide, and revise instruction	
	Step 2	We provide professional learning opportunities to prepare staff to use data and organize instruction effectively and efficiently	
	Step 3	We work with the school improvement team to use data to establish clear priorities and goals for our school so we can focus staff learning, efforts, and support	
Teaching Levers			
Step 4	Step 5 & 6	Step 7	
We organize and use classroom data to identify student learning targets and plan instruction	We develop a common understanding of instruction and implement a written instructional plan that is aligned to our student's learning targets	We use data to set, monitor, and review student learning goals at the student, classroom, and school level and adjust our instructional plans based upon the results	
Leadership Lever	Step 8	We use walkthroughs and other data sources to collectively monitor and review how we implement our instructional plans, goals, and collaborative work structures.	



What does our data suggest?

Students are not consistently responding, to higher level questions or with the level of detail needed.

Target: Inferring



Action Planning: Where do we start?

We develop a common understanding of instruction
and implement a written instructional plan that is
aligned to our student's learning targets

1

It Says...I Say....So...

What information can I find in the text to answer this question?

What information do I have or already know about the information?

Combine what the text says with what I know to answer the question.

Question:

Why did the character break Baby Bear's chair?

It Says:

The story says Goldilocks sits in Baby Bear's chair but the picture shows she is not a baby.

I Say:

Baby chairs are not big enough for a girl. She is bigger and weighs more.

So:

The girl is too heavy for a baby chair and it breaks.

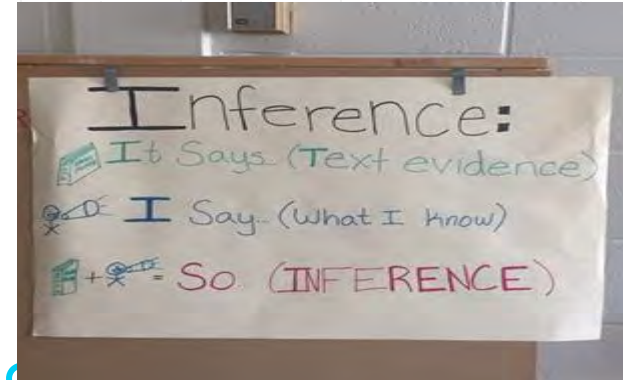
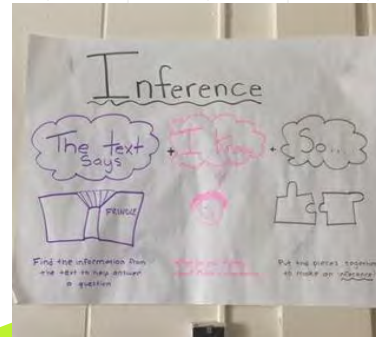
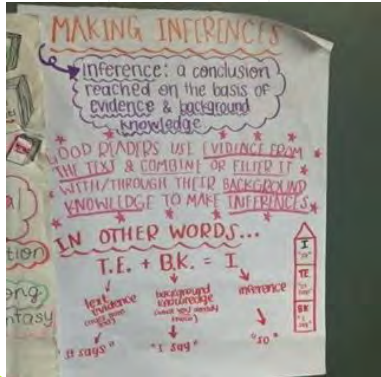
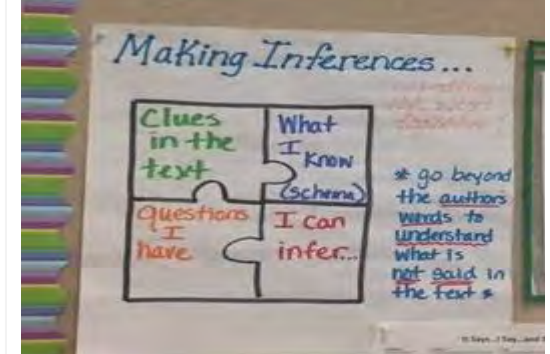
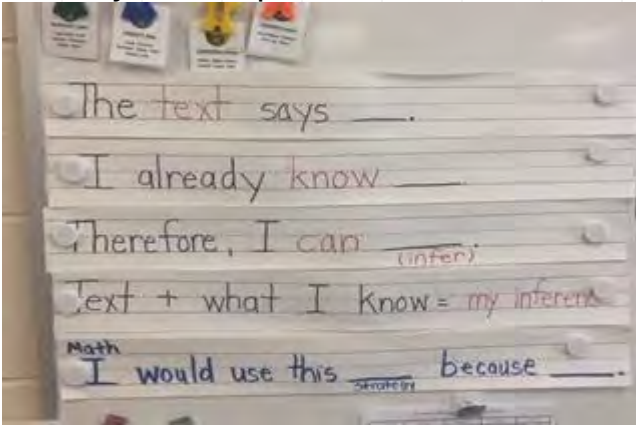
How does the character feel in this story? In this picture?

In the Classroom...

How does the character feel in this story? How do you know?

What is the problem in the story? How do you know?

Why do you think a character is acting the way he/she is acting? Show how you know using the book.





Action Planning: Where do we start?

We use data to **set, monitor, and review student learning goals** at the student, classroom, and school level and adjust our instructional plans based upon the results

2

In the Classroom...

Inferencing Scoring Key

3 Student demonstrates proficiency with inferencing.

2 Student demonstrates approaching proficiency with inferencing

1 Student demonstrates limited proficiency with inferencing.

0 Student's inferencing is not proficient.

Question:	3	2	1	0
What is the big idea/message of this book? Give details from the text to support your idea.				
Question:	3	2	1	0
Character based question - Something not literal or right there, infers traits, feelings, and motivations from what character says, thinks, or does, and what others say, think, or do about them.				

Common Assessments

- **Timeline**

- Collect: November, January, May
- Review: December, February, May

- **Resources and Questions**

- Common texts and questions at each grade level
- Pictures and images were used at kindergarten

- **Common Scoring**

- Fountas and Pinnell scoring guide used to create rubric
- Exemplar responses created by teachers to support scoring





Action Planning: Where do we start?

We use walkthroughs and other data sources to collectively monitor and review how we implement our instructional plans, goals, and collaborative work structures.

3

COMMON LOOK FOR TIMELINES:

Fall Data Collection:
October

Winter Data Collection
December

Spring Data
Collection:
April

Fall Data Review
November

Winter Data Review:
January

Spring Data Review:
May



COMMON LOOK FORs

Teacher Look-Fors

1. Creating examples, referencing visuals inferencing strategies
2. Asking higher leveled questions and using wait time to draw out thinking
3. Scaffolding/using a **variety of texts** for practicing skills

Student Look-Fors

1. Using examples (stems included), visuals with independent reading
2. Making time for thinking/responding to questions same as/similar to what have been used by teacher
3. Students practicing in independent/instructional-level texts



Next Steps: Academic Goal

- Did we ask the right questions?
- What is happening during instruction?
 - Do students understand the task?
 - Is the task rigorous?
 - Do students have enough time for guided practice?
 - How are we giving feedback?
- What tasks or work samples might be used as short term assessments?





Thank you!

Board of Education Presentation

8th of May, 2019



WINSTON CAMPUS
JUNIOR HIGH SCHOOL

Who our School Improvement Team members are:



- 15 Teachers
- 5 Students
- 4 Parents
- 3 Administrators



WINSTON CAMPUS
JUNIOR HIGH SCHOOL

Identifying our Biggest Lever



Source: The Marzano High Reliability Schools™ framework



WINSTON CAMPUS
JUNIOR HIGH SCHOOL

A Reorganized Data Wise: Leadership and Teaching Levers to Improve Learning

Leadership Levers	Step 1	We structure and organize our school so that teachers have the time and are prepared to meet in collaborative teams to use student data to plan, guide, and revise instruction		
	Step 2	We provide professional learning opportunities to prepare staff to use data and organize instruction effectively and efficiently		
	Step 3	We work with the school improvement team to use data to establish clear priorities and goals for our school so we can focus staff learning, efforts, and support		
Teaching Levers				
Step 4		Step 5 & 6		Step 7
We organize and use classroom data to identify student learning targets and plan instruction		We develop a common understanding of instruction and implement a written instructional plan that is aligned to our student’s learning targets		We use data to set, monitor, and review student learning goals at the student, classroom, and school level and adjust our instructional plans based upon the results
Leadership Lever	Step 8	We use walkthroughs and other data sources to collectively monitor and review how we implement our instructional plans, goals, and collaborative work structures.		



Safe, Supportive, and Collaborative Culture - Here's what we've done:

- Empowered Teachers as Leaders of Change
- Culturally and Linguistically Responsive PD
- Re-established our Professional Learning Communities
 - School Improvement Team
 - PBIS Teams
- Intentionality around creating collaborative spaces
- Responsiveness to Data



Progress Made

ODRs by Month



WINSTON CAMPUS
JUNIOR HIGH SCHOOL

Results

- Structure of Common Spaces (hallways, cafeteria, etc.)
- Proactive Behavior Management
- Positive Culture
- Celebrations and Acknowledgement



Next Steps

- Number of Teaching Staff voluntarily attending summer professional development
- Re-engaging in similar process to process to affect academic achievement
- Common instructional practices



Final Thoughts - Vision 2025

Winston Campus Junior High will be a leading Junior High in District 15 and the Northwest Suburbs

Redefining what **STUDENT** success looks-like

through **TEACHER** leadership



WINSTON CAMPUS
JUNIOR HIGH SCHOOL



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: May 8, 2019

TO: Board of Education

FROM: Scott Thompson

RE: Agenda Item 19-502: Park Place School Financials



Mike Adamczyk and I have been working to create a presentation regarding the financial impact of purchasing, retrofitting and operating the retail space at Park Place in NE Palatine. We are continuing to refine the presentation and make the estimations as accurate as possible. I will be sending you a copy of the final PowerPoint presentation as soon as it is finalized. (The draft is included for your to examine.)

Mike created an Excel spreadsheet that attempts to encompass all the costs associated with running the new building (which I am including for your review). In his calculations, he included the cost of teachers needed to offer full-day kindergarten. (In grades 1-6, students and teachers from other buildings would be moved to the new school. Though there are 33 classroom teachers listed in the spreadsheet, there would be no need to increase the number of grades 1-6 classroom teachers district-wide. We will have the same number of students and the same teacher-student ratio.)

We will lay out the anticipated costs and sources of revenues to absorb these costs at the meeting. If you have any questions, please send them to Mike and me.

Community Consolidated School District 15



Park Place School



May 8, 2019

**Michael Adamczyk
Scott Thompson**



Concept

K-6 Elementary School

750-800 students

30-32 classrooms

community school

partnership w/ Palatine Library

2 acre play field



School Scheme Example



Scheme 5

Explanation of Costs

4,100,000	Purchase Price
<u>+13,759,000</u>	Construction Cost
17,859,000	Total cost



Additional Initial Costs

262,327	Real Estate Tax (prior to owning)
1,100,000	Furniture & Equipment
125,000	Playground
<u>1,000,000</u>	Furniture & Equipment
2,487,327	Total (first year outlay)



Explanation of Costs

4,100,000	Purchase Price
+ <u>13,759,000</u>	Construction Cost
17,859,000	Total cost
+ <u>2,487,337</u>	One time initial cost
20,346,337	Total first year opening costs



Possible Revenues Streams

4,100,000	Life Safety Bonds
+ 4,000,000	Sale of Ela Road Property
8,100,000	Total
20,346,337	Initial Purchase/Construction
- <u>8,100,000</u>	Total Annual Cost
12,246,337	From Reserve Funds



Reserve Funds

2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
59,695,254	63,003,414			
36.3%	37.9 %			
46,396,917	49,705,077			
28.2%	29.9%			



Ongoing Annual Costs

1,147,066	Projected Cost of New Personnel
+ 99,000	Utilities
+ <u>31,697</u>	Supplies
1,277,763	Total
+ <u>1,326,170</u>	Full-day kindergarten (district-wide)
2,603,933	Total Annual Cost



Possible Revenues Streams

1,052,000	Dundee Road TIF (2021-22)
+ 106,000	Target TIF (2022-23)
2,080,000	Downtown Palatine (2024-25)
<u>1,100,000</u>	Rand Road (2027-28)
4,238,000	



Cost v. Revenues

2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
2,603,993	2,658,677	2,714,509	2,771,514	2,829,716	2,889,140
1,052,000	1,158,000	1,158,000	3,238,000	3,238,000	3,238,000
-1,551,993	-1,500,677	-1,556,509	466,486	408,284	348,860
	-3,052,670	-4,609,179	-4,142,693	-3,734,408	-3,385,548
2027/28	2028/29	2029/30			
2,949,812	3,011,758	3,075,004			
4,338,000	4,338,000	4,338,000			
1,388,188	1,326,242	1,262,996			
-1,997,359	-671,117	591,879			2,236,052



	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
P/C/L/ Insur	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Students	750	750	750	750	750	750	750
Supply Budget	\$ 57.63	\$ 58.78	\$ 59.96	\$ 61.16	\$ 62.38	\$ 63.63	\$ 64.90

STAFFING LEVELS:

Teachers	33.00	33.00	33.00	33.00	33.00	33.00	33.00
Sec'y	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Clerical	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Prin	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst Prin	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Custodian	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Nurse	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Nutrition Svcs.	2.00	2.00	2.00	2.00	2.00	2.00	2.00
PA's	6.00	6.00	6.00	6.00	6.00	6.00	6.00

ANNUAL OPERATING COSTS:

Teachers	\$ 1,768,226.63	\$ 1,829,776.41	\$ 1,893,612.63	\$ 1,959,786.80	\$ 2,039,658.51	\$ 2,122,827.82	\$ 2,209,422.27
Sec'y	\$ 60,891.43	\$ 62,594.30	\$ 64,361.71	\$ 66,182.10	\$ 68,065.55	\$ 70,014.66	\$ 72,032.15
Clerical	\$ 25,536.53	\$ 26,317.38	\$ 27,120.37	\$ 27,955.72	\$ 28,822.42	\$ 29,721.84	\$ 30,655.39
Prin	\$ 134,431.56	\$ 137,603.78	\$ 140,863.62	\$ 144,214.04	\$ 147,658.14	\$ 151,199.10	\$ 154,840.28
Asst Prin	\$ 96,304.92	\$ 98,496.72	\$ 100,745.65	\$ 103,053.51	\$ 105,422.17	\$ 107,853.58	\$ 110,349.77
Custodian	\$ 120,161.69	\$ 123,314.21	\$ 126,567.26	\$ 129,924.70	\$ 133,390.60	\$ 136,969.18	\$ 140,664.87
Nurse	\$ 60,199.65	\$ 61,887.23	\$ 62,788.60	\$ 64,577.53	\$ 66,446.89	\$ 68,363.63	\$ 70,291.88
Nutrition Svcs.	\$ 59,938.48	\$ 61,886.54	\$ 63,911.03	\$ 66,015.35	\$ 68,203.06	\$ 70,477.89	\$ 72,843.76
PA	\$ 147,544.68	\$ 152,114.77	\$ 156,817.71	\$ 161,711.72	\$ 166,791.50	\$ 172,065.14	\$ 177,541.15
STAFFING:	\$ 2,473,235.55	\$ 2,553,991.33	\$ 2,636,788.57	\$ 2,723,421.47	\$ 2,824,458.82	\$ 2,929,492.84	\$ 3,038,641.52
UTILITIES:	\$ 98,840.00	\$ 100,816.80	\$ 102,833.14	\$ 104,889.80	\$ 106,987.59	\$ 109,127.35	\$ 111,309.89
SUPPLIES:	\$ 43,222.50	\$ 44,086.95	\$ 44,968.69	\$ 45,868.06	\$ 46,785.42	\$ 47,721.13	\$ 48,675.56
	\$ 2,615,298.05	\$ 2,698,895.08	\$ 2,784,590.40	\$ 2,874,179.33	\$ 2,978,231.84	\$ 3,086,341.32	\$ 3,198,626.97
Playground	\$ 125,000.00						
Furn & Equip	\$ 1,100,000.00						
	\$ 3,840,298.05	\$ 2,698,895.08	\$ 2,784,590.40	\$ 2,874,179.33	\$ 2,978,231.84	\$ 3,086,341.32	\$ 3,198,626.97
Inst Materials	\$ 1,000,000.00	(per Meg)					
R/E Taxes	\$ 262,327.00						

	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
Maintenance	\$ 61,788.35						
	\$ 5,164,413.41						

NOTES:

- Assume FFE Budget of \$50,000 per classroom in year one.
- Clerical employees work 194 days.
- Nurses work 197 days.
- Not included is the additional EBF funding received for all-day K students.

24.5 Teachers
1.0 SLP
1.0 Psych
1.0 Social Worker
1.0 RCS
1.0 LRC
3.5 Specials
33 CTC positions

MINUTES of the Regular Meeting of the Board of Education of Community
Consolidated School District 15, Palatine, Cook County, Illinois, held on
April 10, 2019.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on April 10, 2019, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on April 5, 2019.

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 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, SFO, chief school business official; Susan Gehring, assistant superintendent for student services; Lisa Nuss, assistant superintendent 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.

President Szczupaj opened the meeting congratulating Samantha Bray Ader and Zubair Khan on their success in the April 2, 2019 general election for the position of school board member. Additionally, she noted it was a tight race for the third candidate and that we would have to wait for the official election results that would be available on April 23, 2019.

PLEDGE OF ALLEGIANCE

Joanna Shostachuk, Marion Jordan Elementary School assistant principal, introduced students from the Marion Jordan's student TASK team, who led the audience in the Pledge of Allegiance. The TASK team is an extension of the school's Positive Behavior Interventions and Supports (PBIS) expect-respect initiative; standing for The Assertive Skills Kids. Their focus is to help all students become more assertive in standing up to disrespectful behavior. The school wide signal focuses on students telling someone to stop bothering them, turn and walk away, and tell an adult only if the disrespectful behavior continues (Tell, Turn, Talk). Ms. Rude, Mrs. Hootman and Mrs. Falkenberg who facilitate this group, were also in attendance.

STUDENT RECOGNITION—ILLINOIS GRADE SCHOOL MUSIC ASSOCIATION (IGSMA) SOLO AND ENSEMBLE CONTEST WINNERS

Hundreds of band, orchestra, and chorus students from Community Consolidated School District 15 had an opportunity to participate in the annual Illinois Grade School Music Association (IGSMA) Solo and Ensemble Contest. It was held on Saturday, February 9, 2019 at Winston Campus. Thomas Edgar, Ph.D., executive director for assessment, accountability, and programs, recognized the District 15 students who were awarded 20 perfect rating performances.

Students performed before a judge and audience. They were given an evaluation sheet based on their performance. Students were awarded medals in four divisions: good, excellent, superior, and perfect. The Board also recognized the talented music staff throughout the schools.

STUDENT RECOGNITION—ALL-ILLINOIS JUNIOR BAND

Dr. Edgar introduced the district's All-Illinois Junior Band that was founded for the express purpose of creating a premier musical experience for the state's finest middle school band students. As the first statewide middle school honor band in over half a century, membership in the AIJB is determined solely through competitive blind auditions. This year there were 285 recorded student auditions submitted from 73 schools throughout the state. The instrumentation for the band is set at 82 musicians. Plum Grove Junior High School had five students audition. From the five PGJH auditions three musicians were chosen to participate in the festival which took place Friday, February 8, and Saturday, February 9, 2019, on the campus of the University of Illinois Urbana-Champaign. Students were escorted by their parents for the two days and invited to attend the concert taking place in Krannert Center for the Performing Arts, Foellinger Great Hall, a world class performance venue. The band was conducted by Dr. Elizabeth Petersen, University of Illinois Associate Director of Bands.

SUPERINTENDENT'S REPORT

- Above and Beyond Recognition

- John Peterson

Dr. Scott Thompson and Tom Bramley, director, department of transportation, recognized an unsung hero of District 15 at the meeting. Mr. John Peterson is the district's mechanical foreman, responsible for overseeing the maintenance of 162 school buses and 32 district utility vehicles. This winter had made Mr. Peterson's job especially difficult due to the extreme weather we experienced. He put in long hours to ensure the buses were safe and ready to go, for the more than 10,000 students who rely on them to get to school each day.

Mr. Peterson's history with District 15 goes back to his time as an elementary student. A graduate of Central Road and Carl Sandburg Schools, he started his career with District 15 in 1989 as Central Road's custodian. He has been promoted several times, and started work as the mechanical foreman in 2008. Dr. Thompson presented Mr. Peterson with the "Above and Beyond" award pin for his exceptional service to our school district.

PRESENTATION—ELEMENTARY COMPREHENSIVE LITERACY (ENGLISH LANGUAGE ARTS) INSTRUCTIONAL MATERIALS ADOPTION

Colleen Mullins, district literacy coordinator, provided an overview presentation of the Elementary Comprehensive Literacy (English Language Arts) Instruction Materials Adoption: Fountas and Pinnell Classroom (FPC), which is under consideration for purchase as the district's new elementary literacy curriculum. She noted that in 2017, the Department of Instruction began a review of literacy materials to replace the existing curriculum, which is 17 years old. The review included examination of student materials and teacher resources, in order to propel teaching and learning forward. After research and preview of various programs and resources, FPC was found to best meet the district's literacy curriculum needs and goals. It was noted that a pilot of FPC began last fall in grades K-3. Additionally, one K-3 grade level from each elementary school is participating in the pilot program this school year. Kimball Hill School is piloting all four grades from kindergarten to grade 3. FPC includes curriculum guides, high quality books, teacher resources and online resources to provide all classrooms with a comprehensive collection of materials.

The FPC pilot was designed to not only measure the quality of the materials, but also to introduce the use of a new training and implementation model of professional learning and implementation cycles. Participating teachers, administrators, and students have shared high praise for the professional learning and implementation cycle model. The new materials will be distributed to all K-3 classrooms for the 2019-20 school year. Materials for grades 4-6 will be purchased and implemented in the 2020-21 school year. Learn more about FPC by watching the video below.

This item was considered and voted upon later in the meeting.

PRESENTATION—HEALTH CARE RENEWAL 2019-20

Mr. Adamczyk provided an overview presentation of the District's Health Care Renewal 2019-20. Having met with representatives from GCG (the District's insurance consultant) along with the District's insurance committee to review the proposed insurance rates for the 2019-20 school year, both PPO and HMO plan modifications were made over the previous years in addition to proposed changes for next year.

Both the employer and employee contribution amounts for the five plans offered by the district will increase by 4.8 percent from last year's rates, 1.2 percent lower than the projected national medical inflation for 2019. It was noted that no modifications were made to the current dental plan or rates, although cost savings options may be introduced later in the plan year. Additionally, there will be no changes to the current vision plan or rates.

This item was considered and voted upon later in the meeting.

SUPERINTENDENT'S REPORT

- School Improvement Plan Presentations

- Joanna Shostachuk—Marion Jordan Elementary School

- Michael Scaletta—Frank C. Whiteley Elementary School

Both Marion Jordan and Frank C. Whiteley Elementary School provided the Board of Education with an update to their School Improvement Plans. It was noted that 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, Marion Jordan designated vocabulary development as its focus area, noting that the "why and what" of this skill led to identifying common teaching strategies to improve vocabulary development, enhancing learning opportunities.

Whiteley School selected reading comprehension as its area of focus, observing that students did not independently demonstrate proficiency inferencing in the area of reading, leading to exploring instructional practices within and across grade levels.

Both schools developed five-step action plans to address the issues, including adjusting instructional practices and enhancing professional development opportunities. It was noted that all School Improvement Plan presentations can be viewed online on the district's website.

- **Boundaries Task Force/Park Place School**

Dr. Thompson reported that District 15 administration is revisiting the possibility of creating a new school in northeast Palatine in the former Whole Foods location in the Park Place shopping center. The Board of Education approved a preliminary real estate contract with the developer during its April 10, 2019 meeting, with a contingency period in place to allow for a fuller examination of the proposal.

The idea of a school in this location had been looked into over the course of the last year. The board withdrew its purchase agreement with the developer in November after the original plan failed to gain needed support from all parties. Since then, Dr. Thompson has continued to work with the property owner and the Village of Palatine to create a plan that would meet all of the entities' approval.

The latest concept for a potential school is located in a different section of the development. Plans have also been adjusted to allow for a larger playground and play field. The space would accommodate 32 classrooms and would become a K-6 elementary school facility. The added space would allow for full-day kindergarten to be implemented district-wide. Administration will present a more detailed plan, including projected long-term operating costs, at the May 8, 2019, Board of Education meeting. If the board decides not to move forward with the proposal, it can vote to withdraw its agreement without adverse monetary implications.

READING AND ACCEPTANCE OF MINUTES

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

- March 13, 2019 Regular Board of Education Meeting, 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 the legislature had a busy week as it approached the half-way point of the legislative session. Among many bills under consideration, he noted several issues that are still pending action:

- Graduated Income Tax: Governor JB Pritzker made his case for Illinois to adopt a graduated income tax, assessing incomes greater than \$250,000.00/year at a higher rate.
- 5 Clock Hours Minimum: reverting back to a prescriptive five-clock hour minimum causing districts to forfeit current flexibility.
- Minimum Salary for Teachers: increasing the minimum teacher salary incrementally annually up to \$40,000.00, for the 2023–24 school year.
- Physical Education: restrict the time and frequency of mandate waiver requests regarding physical education minutes per week.
- School District Consolidation: forced school district consolidation, 25 percent of Illinois school districts would be required to hold a referendum to consolidate before May 1, 2020.
- Teach LGBT: requires schools to teach about diversity of our society, including the role and contributions of lesbian, gay, bisexual, and transgender individuals in society.
- Feminine Products in Restrooms: provide these products in all restrooms of the district free of charge.
- Minimum Wage Hike: gradually raise the federal minimum wage to \$15.00 per hour from \$8.25 per hour (Illinois) by 2024 through annual increases.

one-five FOUNDATION

Mrs. Kain announced that Kelly M. was the winner of the St. Patrick's Day 529 College Raffle, that the district held to raise money for the one-five Foundation. Kelly won \$16,750.00, on March 17, 2019. A huge thank you went out to the 300 supporters who participated. The one-five Foundation's next fundraiser will be a Spring Barn Dance to be held at Durty Nellie's in Palatine on April 27, 2019.

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.

SUPERINTENDENT'S COMMUNICATION COMMITTEE

Dr. Thompson noted that there was nothing to report at this time.

2018–2019 REVISED OFFICIAL SCHOOL CALENDAR

It was noted that the final day of the 2018-19 school year would be Monday, June 3, 2019. This year, District 15 utilized four emergency closure days for inclement winter weather. Because of these closures, the last day of school had to be pushed back to the Monday date. The last day of school runs on a half-day schedule.

This item was considered and voted upon later in the meeting.

BOARD POLICY—REVISION

The following policy was up for review and deliberation by the Board. Administration's recommendation was to suspend the policy due to passage of the budget implementation bill in May 2018, decreasing the allowable end-of-career administrative increases from 6 percent to 3 percent. It was noted that until more information becomes available as to how to proceed with administrators, and in order to avoid costly penalties, suspension of the policy is recommended.

5:205 *Professional Personnel—Administrative Personnel Limited Supplemental Retirement Plan*

This item was considered and voted upon as part of the consent calendar items.

CITIZENS ADDRESS THE BOARD

Jim McGrath, Barrington/Palatine Township, addressed the Board regarding retired law enforcement in schools.

Jonathan Koorsen, Voceon Digital Radio Communications, addressed the Board regarding the digital radio request for proposal.

PERSONNEL REPORT

Mrs. Kain made a motion, seconded by Mr. Smolka, to approve the April 10, 2019, Personnel Report, including the following recommendation:

1. Recommendation for probationary release, Carlos Malagon, as presented.

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—NON-RENEWAL OF ADMINISTRATOR CONTRACT AND REASSIGNMENT TO TEACHING POSITION

Mr. Border made a motion, seconded by Mr. Wang, to approve the Resolution—Non-Renewal of Administrator Contract and Reassignment to Teaching Position, Adrienne Bailey, 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.

RESOLUTION—NON-REEMPLOYMENT OF PART-TIME EDUCATIONAL SUPPORT PERSONNEL EMPLOYEES

Mr. Smolka made a motion, seconded by Mrs. Kain, to approve the Resolution—Non-Reemployment of Part-Time Educational Support Personnel Employees, as presented:

Jennifer Foos

Teri Freer

Carol Nelson

Binci Thomas

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the resolution is contained in the official minutes.

APPROVAL OF REVISED 2018–19 OFFICIAL SCHOOL CALENDAR (FINAL)

Mr. Wong made a motion, seconded by Mr. Khan, to approve the Revised 2018–19 Official School Calendar, as presented.

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 revised calendar is contained in the official minutes.

APPROVAL OF PURCHASE—ELEMENTARY COMPREHENSIVE LITERACY (ENGLISH LANGUAGE ARTS) INSTRUCTIONAL MATERIAL ADOPTION (FOUNTAS AND PINNELL)

Mr. Border made a motion, seconded by Mr. Khan, to award the contract for the purchase of the Elementary Comprehensive Literacy (English Language Arts) Instructional Material Adoption (Fountas and Pinnell Classroom), for all K–3 classrooms, to Heinemann Publishing, Portsmouth, NH, in the amount of \$1,043,045.12 (budgeting quote), as recommended.

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 budgeting quote is available in the Department of Instruction.

HEALTH CARE RENEWAL: 2019–20 MEDICAL/DENTAL/VISION RATES

Mr. Border made a motion, seconded by Mrs. Kain, to approve the Health Care Renewal 2019–20 Medical/Dental/Vision Rates, as recommended.

A roll call was held with the following results:

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

NAY: None

The motion carried. Copies of the renewal agreements are on file in the Business and Auxiliary Services Department.

REQUEST FOR PROPOSAL—LAPTOPS WITH ACCESSORIES, WARRANTY, SERVICES, AND OPTIONS (19-019/PART 2 OF 2)

Mr. Khan made a motion, seconded by Mr. Wang, to award the contract for the Laptops with Accessories, Warranty, Services, and Options Bid (19-019/Part 2 of 2), inclusive of one-thousand (1000) Lenovo L380 Yoga Laptops with docking stations, seventy-eight (78) memory upgrades, and twenty (20) spare units, to Lenovo (United States), Inc., Morrisville, NC, in the amount of \$816,800.00. Additionally, award the contract for the external CD/DVD drives to Riverside Technologies, Inc., North Sioux City, SD, in the amount of \$8,120.00; for a total bid award amount of \$824,920.00, as recommended.

A roll call was held with the following results:

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

NAY: None

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

REQUEST FOR PROPOSAL—ANALOG TO DIGITAL RADIO REFRESH (19-021)

Mr. Annerino made a motion, seconded by Mr. Khan, to award the contract for the Analog to Digital Radio Refresh Bid (19-021), inclusive of five hundred three (503) Motorola Radios; one hundred (100) chargers and wall mounts, and requested options; to United Radio Communications, Bridgeview, IL, in the amount of \$213,210.54. Additionally, the district's CARE program would be purchasing sixty (60) extra radios, in the amount of \$29,188.74; for a total bid award of \$242,399.28, as recommended. The award is based on lowest vendor meeting bid specifications.

Discussion included the parameters of the bid, variance in acceptable products, compatibility with truck radios, and possible consideration of a non-Motorola radio. This item was unanimously tabled and will be brought forth on the agenda at the May 8, 2019, Board of Education meeting, pending further reassessment and evaluation.

BID AWARD—SECURE ENTRANCES (19-024)

Mr. Wang made a motion, seconded by Mr. Smolka, to award the contract for the Secure Entrances Bid (19-024), as well as two alternate bids, to the Stuckey Construction Company, Waukegan, IL, in the amount of \$426,200.00, as recommended. The award is based on lowest vendor meeting bid specifications.

It was noted that the construction bids under consideration are for modifying five school entrances, creating more secure vestibules. During the summer of 2019, the vestibules of Virginia Lake, Carl Sandburg, Plum Grove, Kimball Hill and Hunting Ridge will be re-constructed to create a more secure front entrance to the schools. Construction at Sundling, Marion Jordan, Central Road, Lincoln, Paddock and Whiteley will take place in 2020. Once complete, all schools will have secure vestibules.

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 bid summary 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: Khan, Smolka, Szczupaj, Wang, Annerino, Border, Kain

NAY: None

The motion carried.

Copies of consent calendar Items A–E are contained in the Official Minutes. Item F is on file in the Student Services Department. Item G is on file in the Department of Business and Auxiliary Services. Item H is on file in the Department of Instruction. Item I is on file in the Technology Services Department. Items J and M are on file in the Department of Business and Auxiliary Services.

- A. March 2019 Investment Report
- B. March 2019 Treasurer's Report
- C. March 2019 Report of Payroll Vouchers and Invoices
- D. February 2019 Activities Fund Report
- E. March 2019 Budget Report
- F. Nonpublic Facility Placement Contract—Arlyn Day School
- G. Fluid Management Donation—Jane Addams Elementary School
- H. Purchase Requisition—Renewal of ELlevation Platform and Training
- I. Purchase Order—Renewal of Microsoft Data Center Licensing School Agreement
- J. Annual Renewal of Skyward Financial Software System
- K. Board Policy—Second Reading
 - 4:40 Operational Services—Incurring Debt
 - 4:45 Operational Services—Insufficient Fund Checks and Debt Recovery
 - 4:170 Operational Services—Safety
 - 5:30 General Personnel—Hiring Process and Criteria
 - 5:60 General Personnel—Expenses
 - 6:60 Instruction—(Curriculum) Curriculum Content
 - 7:140 Students—(Rights and Responsibilities) Search and Seizure
- L. Board Policy—Suspended
 - 5:205 Professional Personnel—Administrative Personnel Limited Supplemental Retirement Plan
- M. Replacement of HVAC System at Maintenance Building
- N. Destruction of Executive Session Audio Recordings—May 2017

CORRESPONDENCE

Dr. Thompson reported that four (4) requests and responses to Freedom of Information Act requests were received last month.

ANNOUNCEMENT OF NEW ADMINISTRATORS

Incoming superintendent, Dr. Laurie Heinz, brought forward eight new administrator placements for the 2019–20 school year introducing them to the Board of Education.

- Alison Friedman, Virginia Lake Assistant Principal
Alison comes to us from Wheeling District 21 where she currently serves as an elementary instructional coach. She also has experience as a middle school information literacy coach and 6th and 7th grade teacher.
- Megan Pries, Lake Louise Assistant Principal
Megan is currently a middle school instructional technology coach in Park Ridge District 64, and previously served as an instructional technology specialist in Skokie District 68. Megan's teaching experience includes time as a Project Lead the Way Engineering Teacher, STEM specialist and 5th grade classroom teacher.
- Breann Thurber, Winston Campus Elementary Assistant Principal
Breann is an experienced assistant principal currently working as an AP at Neil Armstrong School in Hoffman Estates. Before becoming an assistant principal, she worked as a math instructional coach, and a middle school math and science teacher.
- Andrew Wilson, Winston Campus Junior High Assistant Principal
Andrew comes to us from Round Lake District 116 where he is currently the principal of Village Elementary School. Prior to this role, he served as the Out of District Coordinator and Principal of the Round Lake Transition Program. Before becoming a building leader, he served as a high school self-contained special education teacher and middle school history teacher.

- Erin Stein, Assistant Director of Human Resources
Erin is an experienced building principal coming to District 15 from East Prairie School in Skokie. Prior to holding a principalship at East Prairie School, Erin worked as the principal at Golf Middle School in Morton Grove. She also has experience as a middle school assistant principal and middle school dean of students.
- Renee Urbanski, Executive Director of Second Languages
Renee Urbanski will take over for Cheryl Wolfel as Executive Director of Second Languages. Cheryl is set to retire from the position on July 1, 2019. Renee is currently working as the English Learner Achievement Coordinator in Wheaton-Warrenville District 200, a position she has held for the last four years. Prior to this role, she served as an instructional coach and bilingual teacher. Renee holds two master's degrees, an ELL endorsement, a bilingual (Spanish) endorsement and a general administrative endorsement.
- Nicole Milewski, Special Education Coordinator
Nicole Milewski comes to District 15 from Glen Hill School in Glendale Heights where she currently works as Assistant Principal. Prior to her role as assistant principal, she held positions as a kindergarten and preschool teacher.
- David Mekheil, Special Education Coordinator
David is currently the Assistant Director of Special Services for Homer Glen School District 33c. Prior to his role in Homer Glen, he worked as Assistant Director of Special Education and Student Service. David worked as a special education teacher before moving into administration.

ADJOURNMENT

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

The motion carried unanimously, and the meeting adjourned at 9:20 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education

MINUTES of the Special Meeting of the Board of Education of Community
Consolidated School District 15, Palatine, Cook County, Illinois, held on
April 24, 2019.

A special meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on Wednesday, April 24, 2019, at Walter R. Sundling Junior High School, 1100 North Smith Street, Palatine, Illinois.

ROLL CALL

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

Board members physically present:

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

Board member(s) absent:

None

Also present were Scott B. Thompson, Ed.D., superintendent of schools; Michael Adamczyk, SFO, chief school business official; Meg Schnoor, Ed.D., assistant superintendent for teaching and learning; Lisa Nuss, assistant superintendent, human resources; Susan Gehring, assistant superintendent for Student Services; Morgan Delack, chief communications officer; June Becker, recording secretary; and members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE

Dr. Thompson led those in attendance in the Pledge of Allegiance.

CERTIFICATION OF THE APRIL 2, 2019, BOARD OF EDUCATION ELECTION RESULTS

Mrs. Becker read the results of the Cook County Clerk's canvass of all votes cast in the April 2, 2019, Board of Education election. The results were:

Four-year Term:	Yuriy Figel	3.75%	907
Four-year Term:	Adam Bauske	13.52%	3,268
Four-year Term:	Samantha Bray Ader	19.47%	4,705
Four-year Term:	Zubair Khan	15.30%	3,696
Four-year Term:	Wenda Hunt	13.55%	3,275
Four-year Term:	Lisa A. Krams	10.31%	2,492
Four-year Term:	James Taylor	10.72%	2,591
Four-year Term:	Nina Palit	13.36%	3,229

The results, certified by Cook County Clerk Karen A. Yarbrough, indicated that Samantha Bray Ader, Zubair Khan and Wenda Hunt, were duly elected to serve four-year terms as members of the Board of Education.

BOARD RECOGNITION

Dr. Thompson recognized former Board members Barbara A. Kain, and David Border. In honoring them, he highlighted their backgrounds and service contributions, as a part of a cohesive group of dedicated board members. He reviewed the Board of Education's remarkable accomplishments that have impacted the district over the past two years:

- 2019 Award of Excellence in the Illinois Chapter National School Public Relations Association's (INSPRA) Distinguished Service Awards
- Boundaries Task Force
- Illinois State Board of Education (ISBE) Financial Recognition (highest rating)
- Strategic Plan
- Dual Language Program
- Science and Social Studies Curriculum Adoptions
- Literacy Material Adoption
- One-to-One Chromebooks Initiative
- Culturally and Linguistically Responsive Training
- Equity Committee and Work
- Communication Officer, Website, and Blackboard Communication (text, email, phone)
- Science, Technology, Engineering, and Mathematics (STEM) Offerings Increased, Project Lead the Way (PLTW) Award
- Secure Vestibules Installation

In recognition and appreciation of their years of service, Dr. Thompson presented them both Mrs. Kain and Mr. Border with a school bell and stated that whenever the bell was rung (by children, grandchildren, or spouses), to please remember their service to the District 15 Board of Education, and that we will remember them as well.

MOTION TO ADJOURN SINE DIE

Mr. Border made a motion, seconded by Mrs. Kain, to adjourn sine die.

The motion carried unanimously, and the meeting adjourned sine die at 7:12 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education

MINUTES of the Organizational Special Meeting of the Board of Education of
Community Consolidated School District 15, Palatine, Cook County, Illinois, held on
April 24, 2019.

An organizational meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on Wednesday, April 24, 2019, at Walter R. Sundling Junior High School, 1100 North Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on April 22, 2019.

ORGANIZATIONAL MEETING

ADMINISTER OATH OF OFFICE TO NEWLY ELECTED BOARD OF EDUCATION MEMBERS

Superintendent Scott Thompson invited the Honorable Judge Jill Marisie to administer the Oath of Office to the newly elected Board Members; Samantha Bray Ader, Zubair Khan, and Wenda Hunt.

He noted that Judge Marisie was recently appointed the Acting Presiding Judge of the court's Third Municipal District in Rolling Meadows. Judge Marisie was elected a circuit judge in 2006. She has worked in many courts throughout her career, always receiving the highest rating from the Illinois Bar Association. Additionally, she presides over the Mental Health Court and Veterans Treatment Court in the Third Municipal District, problem-solving courts that offer treatment as an alternative to incarceration. Judge Marisie is a resident of District 15, and we are grateful she is here and proud of her service.

After affirming the oath, the new board members took their places on the dais.

APPOINTMENT OF PRESIDENT AND SECRETARY PRO TEMPORE

President Pro Tempore

Mr. Smolka made a motion, seconded by Mr. Khan, to nominate Dr. Thompson to serve as president pro tempore. No further nominations were made. Dr. Thompson was appointed president pro tempore without objection.

Secretary Pro Tempore

Mrs. Szczupaj made a motion, seconded by Mr. Smolka, to nominate June Becker to serve as secretary pro tempore. No further nominations were made. June Becker was appointed secretary pro tempore without objection.

CALL TO ORDER & ROLL CALL

Dr. Thompson called the organizational meeting of the new Board of Education to order at 7:14 p.m.

Board members physically present:

Samantha Bray Ader	Frank J. Annerino
Wenda Hunt	Zubair Khan
Michael Smolka	Lisa Beth Szczupaj
Anthony Wang	

Board member(s) absent:

None

Also present were Scott B. Thompson, Ed.D., superintendent of schools; Michael Adamczyk, SFO, chief school business official; Meg Schnoor, Ed.D., assistant superintendent for teaching and learning; Lisa Nuss, assistant superintendent, human resources; Susan Gehring, assistant superintendent for Student Services; Morgan Delack, chief communications officer; June Becker, recording secretary; and members of the administrative staff, members of the press, and others.

ELECTION OF BOARD OF EDUCATION PRESIDENT

Dr. Thompson announced that nominations for the position of Board president were now open.

Mr. Annerino made a motion, seconded by Mr. Smolka, nominating Lisa Beth Szczupaj to serve as president of the Board of Education.

Dr. Thompson asked if there were any other nominations; hearing none, Board Member Szczupaj was elected to serve as president of the Board of Education.

Dr. Thompson turned the meeting over to the newly elected Board president, Mrs. Szczupaj.

ELECTION OF BOARD OF EDUCATION VICE PRESIDENT

Mrs. Szczupaj announced that nominations for the position of Board vice president were now open.

Mr. Khan made a motion, seconded by Mr. Smolka, nominating Frank Annerino to serve as vice president of the Board of Education.

Mrs. Szczupaj asked if there were any other nominations; hearing none, Board Member Annerino was elected to serve as vice president of the Board of Education.

ELECTION OF BOARD OF EDUCATION SECRETARY

Mrs. Szczupaj announced that nominations for the position of Board secretary were now open.

Mr. Khan made a motion, seconded by Mr. Annerino, nominating Anthony Wang to serve as secretary of the Board of Education.

Mrs. Szczupaj asked if there were any other nominations; hearing none, Board Member Wang was elected to serve as secretary of the Board of Education.

MOTION TO ESTABLISH TIME AND PLACE OF REGULAR MEETINGS OF THE BOARD OF EDUCATION

Mr. Smolka made a motion, seconded by Mr. Annerino, that the regular meetings of the Board of Education through June 30, 2019, be held at the times and places indicated on the revised 2018–2019 schedule, approved on December 12, 2018, and the proposed 2019–20 schedule.

A roll call was held with the following results:

AYE: Szczupaj, Wang, Annerino, Ader, Hunt, Khan, Smolka

NAY: None

The motion carried. Copies of the revised 2018–2019 and proposed 2019–2020 Board of Education meeting schedules are contained in the Official Minutes.

MOTION TO ADOPT AND ENFORCE ALL RULES, REGULATIONS, AND POLICIES OF THE PRECEDING BOARD OF EDUCATION AND TO ADOPT AND ENFORCE ALL NECESSARY RULES FOR THE MANAGEMENT AND GOVERNANCE OF THE SCHOOLS OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15, COOK COUNTY, IL

Mr. Smolka made a motion, seconded by Mr. Wang, to adopt and enforce all rules, regulations, and policies of the preceding Board of Education, and to adopt and enforce all necessary rules for the management and governance of the schools of Community Consolidated School District 15, Palatine, Cook County, IL.

A roll call was held with the following results:

AYE: Wang, Annerino, Ader, Hunt, Khan, Smolka, Szczupaj

NAY: None

The motion carried.

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.

The motion carried unanimously, and the meeting adjourned at 7:24 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education

Agenda Item No. 19-510

Committee Representation

(No Enclosure)

IASB LEGISLATIVE ALERT - 101-04

April 10, 2019

UPDATE FROM TUESDAY LEGISLATIVE ACTION

As highlighted in the last [IASB Legislative Alert](#), the Illinois General Assembly is convening this week to consider bills for final action in the chamber of origin. Several key pieces of legislation were discussed Tuesday.

STUDENT DATA PRIVACY

The issue of student data privacy has been discussed in the Capitol for last several years. Though IASB is sensitive to this issue, the proposals that have come forward have been unworkable for local school districts. [HB 3606](#) is no exception.

The bill contains a myriad of unfunded and/or unworkable mandates on school districts that would place enormous and expensive burdens on districts, including requiring each district to try and re-negotiate potentially hundreds of agreements, adding new posting requirements on websites, and allowing parents to opt out of classes they do not wish their children to participate in.

HB 3606 could be considered in committee today (Wednesday) or Thursday.

Various amendments have been filed and the sponsor has indicated that House Amendment #3 is the version that will be called in committee. IASB opposes all versions that have been filed (House Amendments 1, 2, and 3).

School board members are urged to call their State Representatives to urge a "NO" vote and to file a [witness slip](#) to register opposition to the bill. HB 3606 is posted for hearing in the House Cybersecurity, Data, Analytics, and IT Committee.

Click for a [comprehensive analysis](#) of HB 3606.

TEACHER SALARIES

[SB 10](#), which would increase the minimum teacher salary to \$40,000 per year, was amended in the Senate Education Committee and could be called for a vote on the Senate floor at any time. The amendment made no real substantive change to the underlying bill. Meanwhile, the House of Representatives approved its minimum teacher salary bill Tuesday, [HB 2078](#), on a vote of 79-31. That bill will now be sent to the Senate. IASB still strongly opposes both bills.

PHYSICAL EDUCATION

[SB 1189](#) would add stringent, new requirements for school district Physical Education (P.E.) programs. The bill was called in the Senate Education Committee Tuesday to consider an amendment which would, generally, remove high schools from the new requirements. The underlying bill, however, is still full of onerous, unworkable requirements for school districts and IASB still opposes the bill.

Largely due to the vocal opposition by school board members and administrators, the sponsor did not attempt to move the bill forward and indicated that it would not be considered before the

Senate deadline to move bills over to the House. Discussions will continue throughout the session.

A companion bill, [HB 2234](#), is still pending on the House floor.

SCHOOL DISTRICT CONSOLIDATION

[SB 1838](#) and [HB 3053](#) address forced school district consolidation. Specifically, the bills would identify, before May 1, 2020, no less than 25 percent of school districts in Illinois that will *be required* to hold a referendum to consolidate in the next general election. Several amendments were filed to SB 1838 which were considered Tuesday by the Senate Education Committee. The committee failed to adopt the amendments and the underlying bill is still pending on the Senate floor. HB 3053 was approved by the House last month and has been sent to the Senate.

IASB strongly opposes both bills.

Distributed via Email: April 12, 2019

SIGNIFICANT BILL ACTION THIS WEEK

The Illinois General Assembly took action on several major pieces of legislation this week. Bills regarding teacher salaries, compulsory school attendance age, superintendent sharing, charter schools, and pensions all advanced.

Both chambers finished up their work today and have now hit the half-way point of the session. When the Senate and House of Representatives resume again on April 30, the Senate will be taking up House bills and the House will be considering Senate bills.

The Senate Executive Committee Wednesday approved [Senate Joint Resolution Constitutional Amendment 1](#) that proposes to amend the Illinois Constitution to allow for a graduated income tax rate. The measure is now pending action on the Senate floor.

One of Governor JB Pritzker's top priorities is to implement a "fair tax system" that would allow the state to impose higher income tax rates on individuals with higher incomes. The Constitution currently prohibits anything but a flat rate for all taxpayers. The governor announced his [plan](#) for the graduated tax levels in March.

In order to amend the Constitution, both chambers of the General Assembly must approve the resolution by a 3/5 vote this spring and then place it on the General Election ballot in November of 2020. A 3/5 vote of those voting on the question or a majority of those voting in the election would be necessary to enact the measure.

Bills proposing new physical education mandates and forced school district consolidation did not advance this week.

TEACHER SALARIES

[SB 10](#) (**Manar, D-Bunker Hill**) and **HB 2078** (**Stuart, D-Collinsville**) would increase the minimum teacher salary to \$40,000 per year. The House of Representatives approved HB 2078 Tuesday and the Senate passed SB 10 Thursday. Even with the proposed phase-in of the new minimum salaries; this onerous unfunded mandate will consume a large percentage of any new funded provided under the new evidence-based formula, usurps the local control for local school districts, and undermines the collective bargaining process. The Alliance opposes these bills.

COMPULSORY SCHOOL ATTENDANCE AGE

[SB 2075](#) (**Lightford, D-Westchester**) lowers the compulsory school attendance age from age six to age 5 (by May 31 st). It also requires public schools to offer kindergarten. The Senate approved the bill on Thursday. The Alliance opposes the bill.

SUPERINTENDENT SHARING

[SB 1287](#) (**Rezin, R-Morris**) allows voters to put forth a referendum that would require school districts to share a superintendent, assistant superintendent, or school business official. The Senate approved the bill Wednesday. The Alliance opposes the bill.

CHARTER SCHOOLS

[SB 1226](#) (Holmes, D-Aurora) abolishes the State Charter School Commission and transfers all responsibilities to the Illinois State Board of Education (ISBE). The Senate approved the bill on Thursday. The Alliance supports the bill.

PENSIONS

[SB 1952](#) (Manar) repeals provisions that a school district would be liable for the actuarial pension costs for any salary increases over 3% for members of the Teachers' Retirement System (TRS) who use that increase to calculate his/her pension amount. It, therefore, reverts the end-of-career salary increase limit back to 6%. The bill also eliminates the test of basic skills for teachers and allows school districts to pay student teachers. SB 1952 was approved by the Senate Wednesday. The Alliance supports the bill.

STUDENT DATA PRIVACY

[HB 3606](#) (Martwick, D-Chicago), regarding student data privacy, contains a myriad of unfunded and/or unworkable mandates on school districts that would place enormous and expensive burdens on districts, including requiring each district to try and re-negotiate potentially hundreds of agreements, adding new posting requirements on websites, and allowing parents to opt out of classes they do not wish their children to participate in. The bill was approved by the House on Thursday. The Alliance opposes the bill.

OTHER BILL ACTION THIS WEEK

The following bills were approved by the chamber of origin and will be sent to the opposite chamber for further consideration:

[HB 18](#) (Flowers, D-Chicago), under the curricular mandate for Character education, also requires teaching respect toward a person's race, ethnicity, or gender.

[HB 190](#) (Ford, D-Chicago) requires schools to share appropriate or available community-based or in-school support services for at-risk students in need of academic support. School districts are not responsible for any costs or transportation associated with a student's participation in a community-based service.

[HB 254](#) (Guzzardi, D-Chicago) requires school districts to report certain information about actively employed teachers, pupil-teacher ratios, class instructors by grade level and subject, and class sizes to ISBE.

[HB 256](#) (Guzzardi) removes the requirement that student teachers videotape themselves or students in a classroom setting in order to be licensed.

[HB 423](#) (Scherer, D-Decatur) repeals sections in the school code requiring a system of examinations for the issuance of educator licenses. It also provides that a candidate in a teacher preparation program must receive a letter grade of at least a "C", or its equivalent, in his or her student teaching program to obtain the license.

[HB 1475](#) (Bryant, R-Mt. Vernon) establishes school district protocols for caring for students that have epilepsy or seizure-related occurrences. The student's parent or guardian is responsible for creating a "seizure action plan" with the student's school.

[HB 1561](#) (Crespo, D-Streamwood) requires all school boards to develop threat assessment protocols and create threat assessment teams. It also requires that the threat assessment protocol be a public document and be posted on the school district's website. Additionally, it allows counties to impose a tax to be used exclusively for school facility purposes, school resources officers, or mental health professionals.

[HB 2100](#) (Welch, D-Westchester) abolishes the State Charter School Commission and transfers all responsibilities to ISBE.

[HB 2165](#) (Murphy, R-Springfield) , for the high school graduation requirement of three years of math, requires one year to be Algebra I and one year to include geometry content. The bill contains guidelines on what may constitute the geometry content.

[HB 2263](#) (Lilly, D-Chicago) provides that beginning in 6 th grade, students should be introduced to the importance of developing and applying a work ethic under the Postsecondary and Workforce Readiness program.

[HB 2605](#) (Crespo) adds licensure and training requirements for teachers who hold school support personnel endorsement for non-teaching speech-language pathology.

[HB 2627](#) (Kifowit, D-Aurora) disallows a student under the age of 18 to be questioned or detained at a school site in connection with criminal charges or allegations without the presence of the student's parent or guardian. A student 18 years of age or older may request the presence of a parent or guardian and must be notified of that right .

[HB 2822](#) (West, D-Rockford) provides that ISBE school report cards must include the most current data on the percentage of students who participated in job shadowing, the percentage of students who have completed an internship, and whether a school offered its students vocational training opportunities.

[HB 3086](#) (Lilly) requires school boards to either connect at-risk students with anger management classes offered in the community or conduct their own anger management classes for at-risk students.

[HB 3096](#) (Hernandez, E., D-Cicero) provides that taxing districts subject to the Property Tax Extension Limitation Law (PTELL) would be allowed to seek an aggregate extension increase in addition to current provisions allowing an increase in the limiting rate when a change is sought through referendum.

[HB 3147](#) (Halbrook, R-Shelbyville) p rovides that at least a 10 day notice of a change made in regular meeting dates, times, or locations may also be provided on the website of a public body in addition to providing notice in a newspaper, or in lieu of providing notice in a newspaper if there is no such newspaper of general circulation in the area in which the public body functions.

[HB 3687](#) (Harper, D-Chicago) p rovides that upon commencement of a prosecution for a sex offense against a person known to be an employee of a school, the State's Attorney shall immediately provide the superintendent of schools or school administrator that employs the employee with a copy of the complaint, information, or indictment.

[SB 209](#) (Bertino-Tarrant, D-Plainfield) provides that u nder no circumstances may a petition for withdrawal from a joint special education agreement be presented to other member districts less than 12 months from the date of the proposed withdrawal.

[SB 455](#) (Castro, D-Elgin) provides that a school district, public school, charter school, or nonpublic school must allow a school nurse or school administrator to administer a medical cannabis infused product to a student.

[SB 685](#) (Harmon, D-Oak Park) provides that taxing districts subject to the Property Tax Extension Limitation Law (PTELL), in addition to current provisions allowing an increase in limiting rate when a change is sought through referendum, would be allowed to seek an aggregate extension increase and a multi-year phase in of an approved aggregate extension increase.

[SB 1035](#) (Weaver, R-Peoria) establishes notification timelines for the termination of a redevelopment project under tax increment financing (TIF) to guarantee that taxing districts are able to include the territory as new property and the recovered tax increment value.

[SB 1043](#) (DeWitte, R-West Dundee) provides that a taxing district's aggregate extension base shall be adjusted whenever an assessment increase or decrease due to the issuance of a certificate of error, a decision of the board of review, or a decision of the Property Tax Appeal Board results in the overextension or underextension of taxes for the last preceding levy year.

[SB 1213](#) (Lightford) requires each school district to implement an appeals process for "unsatisfactory" ratings that includes an assessment of the original rating by a panel of qualified evaluators agreed to by a joint committee that has the power to reevaluate and re-rate a teacher who appeals.

[SB 1249](#) (Murphy, D-Des Plaines) requires a school district to report to ISBE the knowledge of any incident of sexual assault by a student against another student.

[SB 1371](#) (Rose, R-Mahomet) allows a school district to install a security locking device on a door of a school building to prevent unwanted entry through the door if certain requirements are met.

[SB 1552](#) (Tracy, R-Quincy) provides that, in Fiscal Year (FY) 2018, each school district having Personal Property Tax Replacement Fund (CPPRT) receipts totaling 13% or more of its total revenues in FY 2018 shall receive an additional distribution in FY 2020 in an amount equal to 19%. The total distribution amount is limited to \$4,769,101.

[SB 1569](#) (Rezin) requires each school district to include in each course in its curriculum instruction on speech communication.

[SB 1601](#) (Sims, D-Chicago), with regard to the instruction on history of the United States, requires that the course must also include instruction on the history of Illinois.

[SB 1642](#) (Peters, D-Chicago) requires the curriculum of a driver education course to include instruction on bicycle and pedestrian safety, which must include, but is not limited to, instruction on how to safely pass a cyclist on the road.

[SB 1658](#) (Muñoz, D-Chicago) provides that, subject to appropriation or private donations, ISBE shall award grants to school districts to support school safety and security, including: professional development, safety-related upgrades to school buildings, equipment, metal detectors and x-ray machines, and facilities, including school-based health centers.

[SB 1694](#) (Bush, D-Grayslake) allows a school district that maintains any of grades 9-12 to include in its high school curriculum a unit of instruction on workplace preparation that covers

legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and other protections for employees.

SB 1746 (Belt, D-Chicago) updates the statute regarding working cash bonding by adding 85% of school district's evidence based funding to the list of school district revenues required to secure issuance of bonds.

SB 1798 (Rose) requires each school district to create, maintain, and implement an age-appropriate policy on sexual harassment that must be posted on the school district's website.

SB 1941 (Lightford) changes the requirements for school discipline plan submissions. It establishes a Safe Schools and Healthy Learning Environments grant program and requires ISBE and participating schools to issue yearly reports on results of the program.

SB 1970 (Sims) allows a student entitled to vote in a primary, general, or special election two hours to vote on Election Day. The school may specify the hours in which the student may be absent.

SB 2124 (Rose) provides that a student must be expelled for a period of not less than one year if he or she brings to school a pneumatic gun, spring gun, paint ball gun, or B-B gun, irrespective of the type or size of projectile that can be fired or the gun's muzzle velocity.

Distributed via Email: April 30, 2019

TEACHER SALARY BILL UP IN COMMITTEE

The Illinois General Assembly resumes the spring legislative session today (Tuesday) after a two week break. House bills still moving through the process are now in the Senate; Senate bills will be considered by the House of Representatives.

There are a number of bills opposed by the Alliance that have been approved in the chamber of origin. As they are considered by committees in the opposite chamber, a new opportunity exists for school board members and administrators to express their opposition to legislators. It is imperative that local school district representatives weigh in on these matters, explaining the impact the legislation would have on their school districts.

In what would become one of the most costly unfunded mandates on school districts, [HB 2078 \(Stuart, D-Collinsville\)](#) would arbitrarily increase the minimum salary for teachers to \$40,000 per year. The House approved the bill earlier this month on a vote of 79-31. **Senator Andy Manar (D-Bunker Hill)** is handling the bill in the Senate. HB 2078 is scheduled for a hearing and vote in the Senate Education Committee tomorrow (May 1) at 2 p.m.

School board members and administrators are urged to call their State Senator and ask for a "NO" vote on the bill. They should also submit a witness slip to officially register their opposition to the Committee. Complete instructions on how to submit a committee witness slip can be found [here](#).

WHAT THE BILL DOES

HB 2078 requires all school boards to increase the minimum rate of salary for teachers in the district, phased in as follows:

- not less than \$32,076 for the 2020-2021 school year
- not less than \$34,576 for the 2021-2022 school year
- not less than \$37,076 for the 2022-2023 school year
- not less than \$40,000 for the 2023-2024 school year

Each year thereafter, the minimum teacher salary, subject to review by the General Assembly, must increase from year-to-year by the rate of the Consumer Price Index (CPI).

Enactment of HB 2078 would bring public schools closer to a standard, statutory salary schedule, as well as consume a significant share of any increase in funding that comes to school districts from the new evidence-based formula. Though the legislative change would require a minimum salary (of which at least half of Illinois' 850 school districts are now below), there would undoubtedly be a ripple effect throughout the entire salary schedule if the bill were to be enacted into law. More importantly, it usurps the local authority of local school boards and teachers to negotiate salary and benefits based on the resources, wants, and needs of teachers, the community, and the district.

OTHER ISSUES TO WATCH

BUDGET AND REVENUES

Governor JB Pritzker laid out a number of potential new revenue sources to cover his new spending plans for the upcoming fiscal year. Without passage and enactment of each of [these](#), his budget proposal will be out of balance.

[SJRCA 1](#) (Harmon, D-Oak Park) proposes to change the Illinois Constitution to allow for graduated income tax rates. The Constitution currently prohibits anything but a flat rate for all taxpayers.

In order to amend the Constitution, both chambers of the General Assembly must approve the resolution by a 3/5 vote and then place it on the General Election ballot in November of 2020. A 3/5 vote of those voting on the question or a majority of those voting in the election would be necessary to enact the measure.

An initiative of **Governor JB Pritzker**, the governor announced his [plan](#) for the graduated tax levels in March. The resolution is expected to be called for a vote on the Senate floor this week. Senate Amendment #1 to [SB 687](#), which contains the proposed new tax rates set out by the governor, was filed today (Tuesday).

Legalizing recreational use of marijuana is estimated to bring in \$170 million in revenues to the state. Opposition to the concept has been mounting over the past couple of months, but it is expected that an amendment will be considered this week to jump start the discussion.

Another \$200 million is expected to be generated by the legalization of sports betting. The idea of expanding gaming in Illinois is debated every year, but once the wish lists appear from the riverboat owners, horse racetrack owners, and video gaming parlors, the legislation usually collapses from its own weight. Adding sports betting will complicate matters even more. This legislation is likely not ready for unveiling at this point.

SCHOOL CONSOLIDATION

[HB 3053](#) (Mayfield, D-Waukegan) addresses forced school district consolidation. Specifically, the bill requires identification, before May 1, 2020, of no less than 25 percent of school districts in Illinois that will be required to hold a referendum to consolidate in the next general election. The bill was approved by the House of Representatives in March and is pending in the Senate.

TEACHER SHORTAGE

There are a number of bills introduced regarding the teacher shortage in the state. Two that are garnering a lot of attention address the test of basic skills that candidates for teacher licensure must take while in the education preparation programs.

[HB 423](#) (Scherer, D-Decatur), among other provisions, would temporarily end the test of basic skills as a prerequisite for receiving a teaching license. **[SB 1952](#) (Manar)** would permanently eliminate the test of basic skills and allow student teachers to be paid. SB 1952 also changes the 3 percent limitation on end-of-career salary increases back to 6 percent.

STUDENT DISCIPLINE AND AT-RISK STUDENTS

The following bills were approved by the House of Representatives and are pending in the Senate:

[HB 190](#) (Ford, D-Chicago) requires schools to share information about appropriate or available community-based or in-school support services for at-risk students in need of academic support. These can include tutoring, summer school, mentoring, or academic advisement. School districts are not responsible for any costs or transportation associated with a student's participation in a community-based service.

[HB 2627](#) (Kifowit, D-Aurora) disallows a student under the age of 18 to be questioned or detained at a school site in connection with criminal charges or allegations without the presence of the student's parent or guardian. A student 18 years of age or older may request the presence of a parent or guardian and must be notified of that right .

[SB 449](#) (Lightford, D-Maywood) requires that a student who is a victim of gender-based violence must be permitted to transfer schools immediately (either within the district or to another school district) if the student's continued attendance at the original school poses a risk to the student's mental or physical well-being or safety. The bill also requires that a student's status as a parent, expectant parent, or victim of gender-based violence be considered a mitigating factor in all suspension or expulsion proceedings. The bill was approved by the Senate and has been assigned to the House Elementary and Secondary Education – Curriculum & Policies Committee.

TEACHER EVALUATIONS AND PERSONNEL

[SB 1213](#) (Lightford) requires each school district to implement an appeals process for "unsatisfactory" ratings that includes an assessment of the original rating by a panel of qualified evaluators agreed to by a joint committee that has the power to reevaluate and re-rate a teacher who appeals. The bill was approved by the Senate and is scheduled for hearing in the House Elementary and Secondary Education – Administration, Licensing, and Charter Schools Committee.

[HB 921](#) (Stuart) provides that if an educational support personnel (ESP) employee is dismissed as a result of a Reduction In Force (RIF) and the employee accepts re-employment with the same district, the employee maintains any rights accrued during the previous service with the school district.

CURRICULAR MANDATES

The following bills were approved by their chamber of origin and will be considered in committee in the opposite chamber:

[HB 246](#) (Moeller, D-Elgin) requires schools to teach about the diversity of our society, including the role and contributions of lesbian, gay, bisexual, and transgender individuals in society.

[HB 2265](#) (Lilly, D-Chicago) requires every public elementary school to include in its 6th, 7th, or 8th grade curriculum at least one semester of civics education.

[SB 1601](#) (Sims, D-Chicago), with regard to the instruction on history of the United States, requires that the course must also include instruction on the history of Illinois.

SB 1642 (**Peters, D-Chicago**) requires the curriculum of a driver education course to include instruction on bicycle and pedestrian safety, which must include, but is not limited to, instruction on how to safely pass a cyclist on the road.

May 1, 2019

TAX PACKAGE APPROVED

The Illinois State Senate, today, (Wednesday, May 1 st) approved a package of tax reform provisions as part of **Governor JB Pritzker's** legislative platform. The measures will be sent to the House of Representatives for further consideration.

[HJRCA 1](#) proposes to change the Illinois Constitution to allow for a graduated income tax rather than the current flat tax system. The resolution was approved by the Senate on a vote of 40-19. The proposal will need a 3/5 vote of the House of Representatives in order for it to be placed on the General Election ballot next year.

[SB 687](#) contains the graduated income tax rates that would be put in place if HJRCA 1 is approved by the voters. The Senate passed the bill on a 36-22 vote.

Details of these two proposals can be found [here](#).

[SB 689](#) would repeal the estate tax that is currently imposed in Illinois. It was sent out of the Senate on a 33-24 vote.

Probably the most important component of the tax package for school districts is [SB 690](#). The bill would, beginning in levy year 2022, place school districts in every county under the Property Tax Extension Limitation Law (PTELL). PTELL sets an "extension limitation" at the lesser of 5% or the percentage increase in the Consumer Price Index (CPI).

Under the proposal, school districts would have their "extension limitation" set at 0 percent if they are not "qualified school districts." A "qualified school district" is one that received less than 97 percent reimbursement for certain mandated categorical grants or "did not receive the minimum funding required for that school district under the evidence-based funding formula" in the previous school fiscal year.



The one-five Foundation will participate in the “Got2Run ... for Education” Eighth Annual Run/Walk to benefit wellness in school children.

A portion of the proceeds from “Got2Run ... for Education” benefit schools supported by the one-five Foundation, which has promoted participation in this event since it originated in 2012. Over the past seven years, nearly 2,400 Foundation supporters have participated in “Got2Run,” raising more than \$29,000 for District 15 schools.

The “Got2Run ... for Education” run/walk is hosted by the Northwest Road Runners, Inc., a local nonprofit running club established to organize a run/walk to raise money for schools and promote wellness in children. Its goal is to get kids and their parents interested in running as a healthy lifestyle choice.

For more information and to register for the 2019
“Got2Run ... for Education” visit www.got2run.org

Agenda Item No. 19-513

Finance Committee

(No Enclosure)

Agenda Item No. 19-514

Equity Committee

(No Enclosure)

May 8, 2019



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

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

(847) 963-3000 • Fax (847) 963-3200
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MEMORANDUM



DATE: May 8, 2019

TO: Board of Education

FROM: Scott Thompson

RE: Agenda Item 19-515: Board Policy—First Reading

The following revisions to the Policy Manual are being recommended by IASB PRESS Services for first reading this month:

2:20 School Board - Powers and Duties of the School Board; Indemnification

This policy is updated to reflect additional duties of the Board, and removing the duties identified in the current policy as items #19, 20, 21.

2:210 School Board - Organizational School Board Meeting

This policy is updated to change the term of the officers to two years in length; the current policy is one year in length.

4:30 Operational Services - Revenue and Investments

This policy is updated to replace "The Chief Business Official shall serve as the District's Chief Investment Officer" in place of "The Superintendent shall either appoint a Chief Investment Officer or serve as one." (see footnote #2)

4:110 Operational Services - Transportation

This policy is updated to add that the District shall provide free transportation for any student "(2) if...within the one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a serious safety hazard due to... (b) a course or pattern of criminal activity..."

4:150 Operational Services - Facility Management and Building Programs

The policy is updated to add the District's compliance with the 10-year safety survey process required by the School Code.

5:220 Professional Personnel - Substitute Teachers

This policy is updated with an additional provision: "3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days."

6:15 Instruction - School Accountability

This policy is updated to administer the climate survey on the instructional environment within the school to, at minimum, students in grades 4-12 and teachers; the policy currently requires it biennially, and to students in grades 6-12. (see paragraph #5)

6:185 Instruction - Remote Educational Program

This new policy requires the Superintendent to develop, maintain, and supervise a remote educational program to provide an opportunity for qualifying students to participate in an educational program delivered by the District in a location outside of a school; followed by a list of provisions for the remote educational program.

Board of Education

Powers and Duties of the Board of Education; Indemnification

The powers and duties of the Board of Education include but are not limited to:

1. Annually organizing the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.
2. Formulating, adopting, and modifying District policies, subject only to mandatory collective bargaining agreements;
3. Employing a superintendent and other personnel, determining their compensation, and dismissing personnel;
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation;
6. Letting contracts utilizing the public bidding procedure when required;
7. Providing, constructing, controlling, supervising, and maintaining adequate physical facilities;
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks, and educational services;
10. Evaluating the educational program;
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance.
12. Establishing student discipline policies and expulsion of students;
13. Establishing attendance units within the District and assigning students to the schools;
14. Establishing the school year;
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11;
16. Visiting and inspecting the District's schools;
17. Providing student transportation services pursuant to State law;
18. Entering into joint agreements with other Boards of Education to establish cooperative educational programs or provide educational facilities;
19. Complying with the requirements in the Abused and Neglected Child Reporting Act. Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in the Act, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse.
20. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.
21. Formulating and adopting of goals with periodic evaluation;

22. Naming/renaming schools and facilities. No rooms or areas of a building will be named or dedicated separately from the school. Tributes and memorials to staff shall be limited to items that are not affixed to the building.

Indemnification

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3.53a, 2-3.53b, and 105 ILCS 5/21A-5 et. seq.), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.: 105 ILCS 5/2-3.25d, 5/10, 5/17-1, and 5/27-1.
115 ILCS 5/.
325 ILCS 5/4.

CROSS REF.: 1:10, 1:20, 2:10, 2:80, 2:140, 2:210, 2:240, 4:60, 4:70, 4:100, 4:110, 4:150, 5:10, 5:90, 6:10, 6:15, 6:20, 7:10, 7:30, 7:190, 7:200, 7:210, 8:10, 8:30

ADOPTED: October 13, 1993

REVISED: November 12, 2014

School Board

Powers and Duties of the School Board; Indemnification

The major powers and duties of the School Board include, but are not limited to:

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law. **1**
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law. **2**
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, and establishing an equal employment opportunity policy that prohibits unlawful discrimination. **3**
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration. **4**
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law. **5**
6. Entering contracts using the public bidding procedure when required. **6**
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy. **7**

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 State law controls this policy's content. School board powers listed in the School Code are not exclusive, meaning that a board may exercise "all other powers not inconsistent with this Act that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board." 105 ILCS 5/10-20. This policy's intent is to list the *major* statutory powers and duties – not all of them. See also 105 ILCS 5/10-20.5 and 5/10-21.

For power/duty #1, see 105 ILCS 5/10-16 and 5/10-16.5 and policies 2:80, *Board Member Oath and Conduct*, and 2:210, *Organizational School Board Meeting*. Boards that elect officers for one-year terms and/or hold organizational meetings yearly, replace the default text in number 1 with the following:

Annually organizing the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.

2 105 ILCS 5/10-20.5 and policy 2:240, *Board Policy Development*; 105 ILCS 5/10-21; and 115 ILCS 5/, Ill. Educational Labor Relations Act.

3 105 ILCS 5/10-21.4 (employing superintendent); 5/10-20.7 and 5/10-21.1 (teachers); 5/10-21.9 (criminal history records checks); 5/10-22.34 (non-certificated personnel (this statute still uses certificated rather than licensed)); 5/10-22.4 (dismissing teachers for cause); and 5/10-23.5 and 5/24-12 (reduction in force). See the policies in the **PRESS Policy Reference Manual** Sections 3, General School Administration, and 5, Personnel.

4 105 ILCS 5/10-16.7.

5 105 ILCS 5/10-20.19 and 5/17-1 *et seq.* See policies in the **PRESS Policy Reference Manual** Section 4, Operational Services.

6 105 ILCS 5/10-20.21. See policy 4:60, *Purchases and Contracts*.

7 For the first clause, see 105 ILCS 5/10-20.6, 5/10-20.12, 5/10-22.10, 5/10-22.35A, and 5/10-22.36; and policy 4:150, *Facility Management and Building Programs*. For the second clause, see 105 ILCS 5/10-22.35. For the third clause, see 105 ILCS 5/10-20.19c; and policy 4:70, *Resource Conservation*.

8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination. **8**
9. Approving the curriculum, textbooks, and educational services. **9**
10. Evaluating the educational program and approving School Improvement and District Improvement Plans. **10**
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance. **11**
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it. **12**
13. Establishing attendance units within the District and assigning students to the schools. **13**
14. Establishing the school year. **14**
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11. **15**
16. Providing student transportation services pursuant to State law. **16**
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities. **17**
18. Complying with requirements in the Abused and Neglected Child Reporting Act. Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in the Act, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse. **18**
19. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters. **19**

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

8 Many civil rights laws guarantee equal educational opportunities; see policy 7:10, *Equal Educational Opportunities*.

9 105 ILCS 5/10-20.8. See policies in the **PRESS Policy Reference Manual** Section 6, Instruction.

10 105 ILCS 5/2-3.25d, which addressed school and district improvement plans, was repealed by P.A. 100-1046. 105 ILCS 5/2-3.25f, and 105 ILCS 5/27-1. For more specific information about school and district improvement plans, see policy 6:10, *Educational Philosophy and Objectives* and f/n 6 in policy 6:15, *School Accountability*.

11 105 ILCS 5/10-17a, amended by P.A.s 100-364, 100-465, 100-807, and 100-863. This statute details the requirements for *presenting* the district report card and school report card(s), including presenting them at a regular school board meeting and posting them on the district's website.

12 105 ILCS 5/10-22.6, amended by P.A.s 100-105, 100-810, and 100-1035. See policies 7:190, *Student Behavior*; 7:200, *Suspension Procedures*; and 7:210, *Expulsion Procedures*.

13 105 ILCS 5/10-21.3 and 5/10-22.5. See policy 7:30, *Student Assignment and Intra-District Transfer*.

14 105 ILCS 5/10-19, amended by P.A. 100-465, and 23 Ill.Admin.Code §1.420, amended at 42 Ill. Reg. 11512. See policy 6:20, *School Year Calendar and Day*.

15 Recognizing veterans on Nov. 11 is required by 105 ILCS 5/10-20.46.

16 105 ILCS 5/10-22.22. See policy 4:110, *Transportation*.

17 105 ILCS 5/10-22.31a. See policy 1:20, *District Organization, Operations, and Cooperative Agreements*.

18 325 ILCS 5/4. *Abuse* and *neglect* are defined in 325 ILCS 5/3; for a *disabled adult student* see 20 ILCS 1305/1-17(b).

19 See policy 8:10, *Connection with the Community*.

Indemnification 20

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3.53a, 2-3.53b, and 105 ILCS 5/21A-5 et seq.), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.: 105 ILCS 5/10, 5/17-1, and 5/27-1.
115 ILCS 5/, Ill. Educational Labor Relations Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

20 105 ILCS 5/10-20.20 (duty to indemnify) and 5/10-22.3 (duty to insure against loss or liability). These statutes identify the same individuals for protection except that the indemnification statute includes mentors of certified staff members. See f/n 3 in policy 4:100, *Insurance Management*.

Public officials or employees who are sued or incur loss because of the performance of their duties imposed or authorized by law on behalf of the public entity are entitled to indemnification. McQuillan on Municipal Corporations §12.137 (3rd ed. 1973). Public employees who must defend themselves in actions based upon the performance of official duties are entitled to indemnification. Wayne Twsp. Bd. of Auditors v. Ludwig, 154 Ill.App.3d 899 (2nd Dist. 1987). The public's interest is served by indemnifying public officials and employees in the performance of their official duties in order to recruit and retain qualified public employees and officials.

Board of Education

Organizational School Board Meeting

During a March meeting in odd-numbered years, the School Board establishes a date for its organizational meeting to be held sometime after the election authority canvasses the vote, but within 28 days after the consolidated election. The consolidated election is held on the first Tuesday in April of odd-numbered years. At the organizational meeting the following shall occur:

1. Each successful candidate, before taking his or her seat on the Board, shall take the oath of office as provided in Board policy 2:80, *Board Member Oath and Conduct*.
2. The new Board members shall be seated.
3. The Board shall elect its officers, who assume office immediately upon their election.
4. During an April Board meeting in even-numbered years, the Board considers organizational matters, such as, selecting individual members to fill offices with terms that expire this or the next month and fixing a time and date for its regular meetings.

LEGAL REF.: 10 ILCS 5/2A-1 et seq.
105 ILCS 5/10-5, 5/10-16, and 5/10-16.5.

CROSS REF.: 2:30 (School District Elections), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of School Board Meetings), 2:220 (School Board Meeting Procedure), 2:230 (Public Participation at School Board Meetings and Petitions to the Board)

ADOPTED: October 13, 1993

REVISED: October 11, 2017

School Board

Organizational School Board Meeting ¹

During a March meeting in odd-numbered years, the School Board establishes a date for its organizational meeting to be held sometime after the election authority canvasses the vote, but within 28 days after the consolidated election. The consolidated election is held on the first Tuesday in April of odd-numbered years. At the organizational meeting the following shall occur:

1. Each successful candidate, before taking his or her seat on the Board, shall take the oath of office as provided in Board policy 2:80, *Board Member Oath and Conduct*. ²
2. The new Board members shall be seated.
3. The Board shall elect its officers, who assume office immediately upon their election. ³
4. The Board shall fix a time and date for its regular meetings. ⁴ ⁵

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy's content. Local canvassing boards were abolished in 2006, and the statute requiring school boards to canvass the vote was repealed. The appropriate *election authority* (county clerk or election commission) canvasses the vote for school district elections. 10 ILCS 5/1-8. The election authority must canvass the vote within 21 days after the election. 10 ILCS 5/22-17 and 5/22-18. Sometime between receiving the results from the election authority, but within 28 days after the consolidated election, boards must hold an organizational meeting to elect officers and fix a time and place for the regular meetings. 105 ILCS 5/10-16. State law contains the schedule for consolidated elections. 10 ILCS 5/2A-1.1. See policy 2:30, *School District Elections*.

The following option may be added after the second sentence of the first paragraph. It allows a board to recognize that the consolidated election will be postponed for Passover (10 ILCS 5/2A-1.1a); the exact provision is already in 2:30, *School District Elections*:

If, however, that date conflicts with the celebration of Passover, the consolidated election is postponed to the first Tuesday following the last day of Passover.

² The oath required by 105 ILCS 5/10-16.5 is "administered as determined by the board." There are lots of variations on how to accomplish this task. One alternative follows:

The meeting is called to order by the Board President, provided he or she is still in office and, if not, by the Vice President. This individual also serves as the meeting's presiding officer. The presiding officer administers the oath of office.

³ *Id.* A secret vote for officer elections is not permitted. 5 ILCS 120/1.

⁴ The Open Meetings Act and the School Code have different provisions regarding the establishment of a regular meeting schedule. The Open Meetings Act requires each public body to prepare and make available a regular meeting schedule at the beginning of each calendar or fiscal year. 5 ILCS 120/2.03. The School Code states that this task is accomplished during the organizational meeting. By *announcing* the schedule at the beginning of each calendar or fiscal year and by *fixing* the schedule at the organizational meeting, a board can implement both laws.

⁵ For districts that elect board officers for one-year terms, an optional provision follows:

During an April Board meeting in even-numbered years, the Board considers organizational matters, such as, selecting individual members to fill offices with terms that expire this or the next month and fixing a time and date for its regular meetings.

LEGAL REF.: 10 ILCS 5/2A-1 et seq.
105 ILCS 5/10-5, 5/10-16, and 5/10-16.5.

CROSS REF.: 2:30 (School District Elections), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of School Board Meetings), 2:220 (School Board Meeting Procedure), 2:230 (Public Participation at School Board Meetings and Petitions to the Board)

Operational Services

Revenue and Investments

In accordance with the Illinois Public Funds Investment Act, 30 ILCS 235/0.01 *et seq.* (the “Act”), the District shall maintain a set of procedures for the investment of District funds that includes the following elements:

1. A listing of authorized investments. The District may invest its funds only in those instruments listed below:
 - a. Bonds, notes, certificates of indebtedness, treasury bills, tax exempt municipal bonds, or other securities now or hereafter issued by the United States of America, its agencies and allowable instrumentalities;
 - b. Interest bearing savings accounts, interest bearing certificates of deposit or interest bearing time deposits, or any other investments constituting direct obligations of any bank as funded by the Illinois Banking Act.
 - c. Certificates of deposit with federally insured institutions that are collateralized or insured at levels acceptable to the District in excess of the covered limit provided by the Federal Deposit Insurance Corporation;
 - d. Collateralized repurchase agreements which conform to the requirements stated in paragraph 2(g) or 2(h) of the Act;
 - e. Commercial paper meeting the following requirements:
 1. The Corporation must be organized in the United States.
 2. The corporation’s assets must exceed \$500,000,000.
 3. The obligations at the time of purchase must be rated within the two highest classifications by at least two of the four standard rating services (Standard and Poor’s, Duff and Phelps, Moody’s, and Fitch Investors Service).
 4. The obligations cannot have a maturity longer than 180 days.
 5. Not more than 33% of the total investment fund can be invested in commercial paper at any time.
 6. The total investment in any one corporation cannot exceed 10% of the corporation’s outstanding obligations.
 7. The total investment in any one corporation cannot be more than \$10 million.
 8. No commercial paper may be purchased without procuring insurance covering the full amount of the principal purchased.
 - f. The Illinois Public Treasurer’s Investment Pool; and
 - g. The Illinois School District Liquid Asset Fund.
 - h. Investments may be made only in those savings banks or savings and loan association shares, or investment certificates which are insured by the Federal Deposit Insurance Corporation.
 - i. Investment products that are considered as derivatives are specifically excluded from approved investments.
2. The standard of care that must be maintained by the persons investing the public funds.
3. Investment and diversification guidelines that are appropriate to the nature of the funds, the purpose for the funds, and the amount of the public funds within the investment portfolio.

4. Guidelines regarding collateral requirements, if any, for the deposit of public funds in a financial institution made pursuant to the Act, and, if applicable, guidelines for contractual arrangements for the custody and safekeeping of that collateral.
5. A system of internal controls and written operational procedures designed to prevent losses of funds that might arise from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees of the District.
6. Performance measures that are appropriate to the nature of the funds, the purpose for the funds, and the amount of the public funds within the District's investment portfolio.
7. Appropriate periodic review of the investment portfolio, its effectiveness in meeting the District's needs for safety, liquidity, rate of return, and diversification, and its general performance.
8. At least quarterly written reports of investment activities by the Treasurer for submission to the Board of Education and the Superintendent, including information regarding securities in the portfolio by class or type, book value, income earned and market value as of the report date.
9. A procedure for the selection of investment advisors, money managers, and financial institutions.
10. A policy regarding ethics and conflicts of interest.

The Treasurer of the District shall establish and submit such procedures for the Board's approval and shall periodically review and propose needed amendments thereto. Such procedures and this policy shall be kept available at all times for public review at the District's administrative offices.

LEGAL REF.: School Code, 105 ILCS 5/8-7, 5/17-1, 5/17-11.
Public Funds Investment Act, 30 ILCS 235/1 *et seq.*

CROSS REF.: 2:100 (Board Member Conflict of Interest)

ADOPTED: October 13, 1993

REVISED: January 14, 2009

Operational Services

Revenue and Investments ¹

Revenue

The Superintendent or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Investments

The Superintendent shall either appoint a Chief Investment Officer or serve as one.² The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law. ³

The Chief Investment Officer and Superintendent shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income. ⁴

Investment Objectives ⁵

The objectives for the School District's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay District obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

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¹ Each district must have an investment policy; its detail and complexity must be appropriate to the nature of the funds, the funds' purpose, and the amount of the public funds within the investment portfolio. 30 ILCS 235/2.5(a).

² 30 ILCS 235/2.5(a)(7). Districts having a chief business official may use this alternative: "The Chief Business Official shall serve as the District's Chief Investment Officer." If a Township Treasurer manages the district funds, substitute this sentence:

The Township Treasurer shall serve as the Chief Investment Officer.

³ Township and school treasurers are authorized by 105 ILCS 5/8-7 to enter into agreements regarding the deposit, investment, and withdrawal of district funds.

⁴ The policy must include a standard of care. 30 ILCS 235/2.5(a)(2).

⁵ The policy must address safety, liquidity, return (30 ILCS 235/2.5(a)), as well as diversification (30 ILCS 235/2.5(a)(4)). These objectives also serve as investment guidelines. 30 ILCS 235/2.5(a)(3). How these are addressed is at the board's discretion.

Authorized Investments ⁶

The Chief Investment Officer may invest District funds in one or more of the following:

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
2. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities.

The term “agencies of the United States of America” includes: (a) the federal land banks, federal intermediate credit banks, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 and Acts amendatory thereto, (b) the federal home loan banks and the federal home loan mortgage corporation, and (c) any other agency created by Act of Congress.

3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
4. Obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and that mature not later than three years from the date of purchase, (b) such purchases do not exceed 10% of the corporation’s outstanding obligations, and (c) no more than one-third of the District’s funds may be invested in short term obligations of corporations.
5. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (1) or (2) and to agreements to repurchase such obligations.
6. Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, school district, the State of Illinois, any other state, or any political subdivision or agency of the State of Illinois or any other state, whether the interest earned is taxable or tax-exempt under federal law. The bonds shall be (a) registered in the name of the municipality, county, or other governmental unit, or held under a custodial agreement at a bank, and (b) rated at the time of purchase within the four highest general classifications

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⁶ The policy must contain a “listing of authorized investments.” 30 ILCS 235/2.5(a)(1). 30 ILCS 235/2(a-1) allows school districts to invest public funds in interest-bearing bonds of any local government (see paragraph 6). Investments from which a board may choose are listed in this policy. See 30 ILCS 235/2, amended by P.A. 100-752. Alternatively, a board may refer to that law by stating:

The Chief Investment Officer may invest any District funds in any investment as authorized in 30 ILCS 235/2, and Acts amendatory thereto.

Some attorneys are of the opinion that the Investment of Municipal Funds Act (IMFA) (50 ILCS 340/) authorizes school districts to invest funds in certain tax anticipation warrants. The IMFA applies to counties, park districts, sanitary districts, and other *municipal corporations*. *Id.* at 340/1. *Municipal corporation* is not specifically defined in the IMFA. Consult with the board attorney and/or bond counsel regarding the authority for such investments and the inclusion of the IMFA in this policy.

As part of its mission to protect public entities, the Municipal Securities Rulemaking Board (MSRB) has resources available that school officials may find helpful at: www.msrb.org/EducationCenter/Issuers/Issuing.aspx. It provides information about bond issuance, required disclosures, and working with municipal advisors.

established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.

7. Short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations, the shares, or investment certificates that are insured by the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Chief Investment Officer, the public funds so invested will be required for expenditure by the District or its governing authority.
8. Dividend-bearing share accounts, share certificate accounts, or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principle office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.
9. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. The District may also invest any public funds in a fund managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.
10. The Illinois School District Liquid Asset Fund Plus. ⁷
11. Repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act and the regulations issued there under. The government securities, unless registered or inscribed in the name of the District, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

Except for repurchase agreements of government securities that are subject to the Government Securities Act of 1986, as now or hereafter amended or succeeded, the District may not purchase or invest in instruments that constitute repurchase agreements, and no financial institution may enter into such an agreement with or on behalf of the District unless the instrument and the transaction meet all of the following requirements:

- a. The securities, unless registered or inscribed in the name of the District, are purchased through banks or trust companies authorized to do business in the State of Illinois.
- b. The Chief Investment Officer, after ascertaining which firm will give the most favorable rate of interest, directs the custodial bank to "purchase" specified securities from a designated institution. The "custodial bank" is the bank or trust company, or agency of government, that acts for the District in connection with repurchase agreements involving

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⁷ The Illinois School District Liquid Asset Fund Plus is an Illinois trust organized to permit Illinois school districts, community colleges, and educational service regions to pool their investment funds to obtain the highest possible investment yield consistent with maintaining liquidity and preserving capital, and to engage in cooperative cash management activities resulting in more efficient financial resource utilization. The program was developed in cooperation with the Ill. Association of School Boards, the Ill. Association of School Business Officials, and the Ill. Association of School Administrators. To receive marketing information and the name of the marketing representative, contact: PMA Financial Network, Inc., Illinois School District Liquid Asset Fund Plus, www.isdlafplus.com, 2135 City Gate Lane, 7th Floor, Naperville, Illinois 60563; or call 1-866-747-4477.

the investment of funds by the District. The State Treasurer may act as custodial bank for public agencies executing repurchase agreements.

- c. A custodial bank must be a member bank of the Federal Reserve System or maintain accounts with member banks. All transfers of book-entry securities must be accomplished on a Reserve Bank's computer records through a member bank of the Federal Reserve System. These securities must be credited to the District on the records of the custodial bank and the transaction must be confirmed in writing to the District by the custodial bank.
- d. Trading partners shall be limited to banks or trust companies authorized to do business in the State of Illinois or to registered primary reporting dealers.
- e. The security interest must be perfected.
- f. The District enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.
- g. Agreements shall be for periods of 330 days or less.
- h. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.
- i. The custodial bank must take delivery of and maintain the securities in its custody for the account of the District and confirm the transaction in writing to the District. The custodial undertaking shall provide that the custodian takes possession of the securities exclusively for the District; that the securities are free of any claims against the trading partner; and that any claims by the custodian are subordinate to the District's claims to rights to those securities.
- j. The obligations purchased by the District may only be sold or presented for redemption or payment by the fiscal agent bank or trust company holding the obligations upon the written instruction of the Chief Investment Officer.
- k. The custodial bank shall be liable to the District for any monetary loss suffered by the District due to the failure of the custodial bank to take and maintain possession of such securities.

- 12. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 11 supersedes paragraphs 1-10 and controls in the event of conflict.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer. ⁸

Selection of Depositories, Investment Managers, Dealers, and Brokers ⁹

The Chief Investment Officer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last two sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency.¹⁰ Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and

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⁸ 30 ILCS 235/2, amended by P.A. 100-752.

⁹ The policy must address these topics. 30 ILCS 235/2.5(a)(11).

¹⁰ 30 ILCS 235/6.

liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency. ¹¹

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government. ¹²

The District may consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. The District may consider factors including: ¹³

1. For financial institutions subject to the federal Community Reinvestment Act of 1977, the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the federal Community Reinvestment Act of 1977;
2. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
3. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
4. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
5. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

Collateral Requirements ¹⁴

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, 30 ILCS 235/. The Superintendent or designee shall keep the Board informed of collateral agreements.

Safekeeping and Custody Arrangements ¹⁵

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board Statement No. 3, Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

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¹¹ Id.

¹² 30 ILCS 235/6.5.

¹³ This paragraph is optional, but is authorized by 30 ILCS 235/8.

¹⁴ Collateral requirements are permissive; if used, guidelines regarding their use must be included in the policy. 30 ILCS 235/2.5(a)(5). The requirements for collateral agreements are in 30 ILCS 235/6(d). The sample policy contains one guideline, that is, that the board be kept informed of collateral agreements. An optional guideline follows:

In addition, the financial institution must provide the Board with a copy of its board of directors' meeting minutes evidencing that the board of directors approved the collateral agreement.

¹⁵ The policy must address safekeeping and custody arrangements. 30 ILCS 235/2.5(a)(5). Registration requirements are in 30 ILCS 235/3.

Controls and Report 16

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Chief Investment Officer shall provide a quarterly investment report to the Board. The report will: (1) assess whether the investment portfolio is meeting the District's investment objectives, (2) identify each security by class or type, book value, income earned, and market value, (3) identify those institutions providing investment services to the District, and (4) include any other relevant information. The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type. **17**

The Board will determine, after receiving the Superintendent's recommendation, which fund is in most need of interest income and the Superintendent shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted. **18**

Ethics and Conflicts of Interest 19

The Board and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the Board policy 2:100, *Board Member Conflict of Interest*. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.: 30 ILCS 235/
105 ILCS 5/8-7, 5/10-22.44, 5/17-1, and 5/17-11.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

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16 The policy must provide for internal controls, periodic review, and at least quarterly written investment reports. 30 ILCS 235/2.5(a)(6), (9), and (10). The operational procedures to prevent losses are best addressed by each district in consultation with its auditor and legal counsel. See policy 4:80, *Accounting and Audits*; 4:80-AP1, *Checklist for Internal Controls*; and 4:80-AP2, *Fraud, Waste, and Abuse Awareness Program*.

17 The policy must include performance measures. 30 ILCS 235/2.5(8).

18 105 ILCS 5/10-22.44. "Chief Business Official" may replace "Superintendent." Interest income earned on any funds for IMRF, Tort Immunity Act, Fire Prevention, Safety and Environmental Energy, and Capital Improvement Act are restricted to the respective fund. Id.

19 The policy must address these topics. 30 ILCS 235/2.5(a)(12). The conflict of interest prohibition is in 30 ILCS 235/2.

Operational Services

Transportation

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available, or (2) within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard. Free transportation service and vehicle adaptation is provided for a special education student if included in the student's individualized educational program. Non-public school students shall be transported in accordance with State law. Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible.

No school employee may transport students in school or private vehicles unless authorized by the administration.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations. The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students. The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers.

Pre-Trip and Post-Trip Vehicle Inspection

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, or work day, to check the bus for children or other passengers in the bus.

LEGAL REF.: Elementary and Secondary Education Act, 20 U.S.C. §6312(c)(5)(B).
McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15 and /1-17.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813, 5/12-813.1, 5/12-815,
5/12-816, 5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 Ill.Admin.Code §440-3.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 5:120 (Employee Ethics;
Conduct; and Conflict of Interest), 5:280 (Educational Support Personnel -
Duties and Qualifications), 6:140 (Education of Homeless Children), 6:170 (Title
I Programs), 7:220 (Bus Conduct)

ADMIN. PROC.: 4:110-AP2 (Bus Driver Communication Devices; Pre-Trip and Post-Trip
Inspection; Bus Driving Comments), 4:110-AP3 (School Bus Safety Rules),
4:110-E (Emergency Medical Information for Students Having Special Needs or
Medical Conditions Who Ride School Buses), 6:140-AP (Education of Homeless
Children)

ADOPTED: October 13, 1993

REVISED: January 10, 2018

Operational Services

Transportation 1

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available,² or (2) if adequate public transportation is not available, within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a *serious safety hazard* due to either (a) vehicular traffic or rail crossing or (b) a *course or pattern of criminal activity*, as defined in the Ill. Streetgang Terrorism Omnibus Prevention Act, 740 ILCS 147/.³ A student's parent(s)/guardian(s) may file a petition with the Board requesting

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¹ State law controls this policy's content. 105 ILCS 5/29-1 *et seq.* and 23 Ill.Admin.Code Part 120. **Important: The board of a district that does not provide transportation must amend this policy.** F/n 2 discusses when districts must provide free transportation. Please contact an IASB Policy Consultant for *gratis* help customizing this policy. You may also need to consult the board attorney.

A district that chooses to consider locations other than individual students' residences as pick-up and drop-off locations must adopt a policy establishing this practice to receive State reimbursement. 23 Ill.Admin.Code §120.30(a)(1)(B).

Each district must have a pre-trip and post-trip inspection policy. 625 ILCS 5/12-816(a). An ISBE rule requires boards to "institute policies and practices that promote the safety and well-being of school bus passengers." 23 Ill.Admin.Code §1.510(g). To comply with these requirements, this policy lists relevant administrative procedures at the end.

The policy does not address an *automatic traffic enforcement* system which may be enacted by a municipality or county. An *automatic traffic law enforcement system* is a device that senses and records a motor vehicle that illegally fails to stop for a school bus. 625 ILCS 5/11-208.9. Each school board within that municipality or county's jurisdiction may approve the system's implementation. The board is then required to enter into an intergovernmental agreement with the municipality or county and contract with vendors for the system's installation, maintenance, and operation. Each applicable school bus must be posted with a sign indicating that it is being monitored by an automated traffic law enforcement system. The proceeds from a school district's automated traffic law enforcement system's fines shall be divided equally between the school district and the municipality or county administering the automated traffic law enforcement system.

² Only the following districts must provide free transportation as described in the sample policy: community consolidated districts, community unit districts, consolidated districts, consolidated high school districts, and combined school districts if the combined district includes any district that was previously required to provide transportation. 105 ILCS 5/29-3, amended by P.A. 100-1142, and 23 Ill.Admin.Code §1.510(a). Districts that are not required to provide free transportation may do so. *Id.* To qualify for State reimbursement, districts electing to provide transportation when they are not required to do so must afford the same service to all students in that same situation. 23 Ill.Admin.Code §1.510(b). Districts may provide transportation within one and one-half miles and may charge for such transportation. 105 ILCS 5/29-2.

Optional provision: (105 ILCS 5/29-3.1)

The District may provide transportation to and from school-sponsored activities and may charge for such transportation.

³ 105 ILCS 5/29-3, amended by P.A. 100-1142 and 23 Ill.Admin.Code §1.510. The determination as to what constitutes a *serious safety hazard* regarding vehicular traffic or rail crossings is made by the board, in accordance with guidelines issued by the Ill. Dept. of Transportation, in consultation with the State Superintendent of Education. The Ill. Streetgang Terrorism Omnibus Prevention Act defines *course or pattern of criminal activity* as two or more gang-related criminal offenses committed in whole or in part within Illinois when: (1) one or more of the offenses was committed after 1-1-93, (2) both offenses were committed within five years of each other; and (3) at least one offense involved a felony or forcible felony under the Ill. Criminal Code of 1961 or 2012. 740 ILCS 147/10. It also includes criminal defacement of property that includes a streetgang sign or symbol. *Id.* The determination as to what constitutes a *serious safety hazard* due to a *course or pattern of criminal activity* under 105 ILCS 5/29-3 is made by the board, in accordance with guidelines determined by local law enforcement, in consultation with the State Superintendent of Education.

transportation due to the existence of a serious safety hazard.⁴ Free transportation service and vehicle adaptation is provided for a special education student if included in the student's individualized educational program.⁵ Non-public school students shall be transported in accordance with State law.⁶ Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act.⁷ Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.⁸

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.⁹

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⁴ Required by 105 ILCS 5/29-3, amended by P.A. 100-1142. Another statute provides a process for *qualifying students* to seek reimbursement from ISBE for *qualified transportation expenses*. 105 ILCS 5/29-5.2; 23 Ill.Admin.Code §120.240. 23 Ill.Admin.Code §120.230 requires, among other things, that each attendance center designate a representative to assist parents/guardians with this process. This process does not need to be in board policy and is not covered herein.

⁵ 34 C.F.R. §300.34 and 23 Ill.Admin.Code §226.750.

⁶ 105 ILCS 5/29-3.2 and 5/29-4.

⁷ 105 ILCS 45/. State law implements the McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 *et seq.*

P.A. 100-332 amended the School Code and the Education for Homeless Children Act to permit school districts to use their State transportation funds to provide financial assistance to children that are defined as homeless or *at risk of becoming homeless*, provided certain criteria are satisfied. 105 ILCS 5/29-5; 105 ILCS 45/1-17. Financial assistance may include: (1) mortgage or rental assistance that will allow a child to remain permanently in his/her living situation or obtain a new living situation; and/or (2) assistance with unpaid bills, loans, or other financial debts that result in housing being inadequate. 105 ILCS 45/1-17(a). For further detail, see 6:140-AP, *Education of Homeless Children*.

⁸ Required if the district receives Title I funds. 20 U.S.C. §6312(c)(5)(B). The Elementary and Secondary Education Act (ESEA) requires the district to collaborate with the State or local child welfare agency to develop and implement clear written procedures governing how transportation to maintain children in foster care in the school of origin (when in their best interest) will be provided, arranged, and funded for the duration of their time in foster care. ISBE guidance on transportation procedures for students in foster care is available at: www.isbe.net/Pages/Funding-and-Disbursements-Transportation-Programs.aspx. The U.S. Depts. of Education and Health and Human Services, in *Non-Regulatory Guidance: Ensuring Educational Stability for Children in Foster Care* (6-23-16) at: www2.ed.gov/policy/elsec/leg/essa/edhhsfostercarenonregulatorguide.pdf, opine that ESEA requirements apply to students who meet the definition of *foster care* set forth at 45 C.F.R. §1355.20(a):

Foster care means 24-hour substitute care for children placed away from their parents or guardians and for whom the title IV-E agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State, Tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made.

ESEA foster care transportation requirements also apply to students *awaiting* foster care placement.

105 ILCS 5/10-20.59 added by P.A. 99-781, permits school boards to appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Department of Children and Family Services (DCFS) when enrolling in or changing schools. Liaison responsibilities may include, among other things, working with DCFS to help students maintain their school placement, if appropriate.

⁹ This paragraph should be deleted if a district will not seek State reimbursement for transportation to and from locations other than individual students' residences. As a condition for receiving State reimbursement, an ISBE rule requires boards to have a policy with the provisions in this paragraph. 23 Ill.Admin.Code §120.30(a)(1)(B). This rule also contains the non-discrimination language.

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible. **10**

No school employee may transport students in school or private vehicles unless authorized by the administration. **11**

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations.**12** The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students.**13** The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving. **14**

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers. **15**

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

10 The paragraph is optional. As an alternative, a board may state that pick-up and discharge points "should be as safe and convenient as possible."

11 Optional. This presents an opportunity for each board to discuss this issue with the superintendent and direct the superintendent to include it in the curriculum for the required in-service on educator ethics, teacher-student conduct, and school employee-student conduct for all personnel. 105 ILCS 5/10-22.39. See 5:100, *Staff Development Program* (f/n 3), and 5:120, *Employee Ethics; Conduct; and Conflict of Interest* (f/n 2), for more detailed discussions. Include policies 5:100, *Staff Development Program* and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, in the Cross References when this sentence is used.

12 625 ILCS 5/13-109. The vehicle and other requirements for transporting students to and from interscholastic or school-sponsored activities, including curriculum-related activities, are found in 105 ILCS 5/29-6.3 and 625 ILCS 5/11-1414.1. These statutes also contain requirements for the use of multi-function school activity buses (defined at 625 ILCS 5/1-148.3a-5). The legislature frequently amends these statutes, along with many transportation laws; they should be double-checked before relying on them.

13 625 ILCS 5/12-815. The statute, like the policy, identifies the conditions in which illuminating the strobe light is permissible instead of mandating when they must be illuminated.

14 625 ILCS 5/12-821(b) requires districts that own school buses and multifunction school activity buses to establish procedures for accepting comment calls and responding to them. In accordance with good governance principles, this duty is delegated to the superintendent. For a sample procedure, see 4:110-AP2, *Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments*.

15 105 ILCS 5/10-20.21a, requires all contracts for providing charter bus services to transport students to or from interscholastic athletic or interscholastic or school sponsored activities to contain clause (A) except that a contract with an out-of-state company may contain clause (B) or clause (A). The clause must be set forth in the contract's body in at least 12-point typeface and all upper case letters:

(A) "ALL OF THE CHARTER BUS DRIVERS WHO WILL BE PROVIDING SERVICES UNDER THIS CONTRACT HAVE, OR WILL HAVE BEFORE ANY SERVICES ARE PROVIDED:

(1) SUBMITTED THEIR FINGERPRINTS TO THE DEPARTMENT OF STATE POLICE IN THE FORM AND MANNER PRESCRIBED BY THE DEPARTMENT OF STATE POLICE. THESE FINGERPRINTS SHALL BE CHECKED AGAINST THE FINGERPRINT RECORDS NOW AND HEREAFTER FILED IN THE DEPARTMENT OF STATE POLICE AND FEDERAL BUREAU OF INVESTIGATION CRIMINAL HISTORY RECORDS DATABASES. THE FINGERPRINTING CHECK HAS RESULTED IN A DETERMINATION THAT THEY HAVE NOT BEEN CONVICTED OF COMMITTING ANY OF THE OFFENSES SET FORTH IN SUBDIVISION (C-1)(4) OF SECTION 6-508 OF THE ILLINOIS VEHICLE CODE; AND

(2) DEMONSTRATED PHYSICAL FITNESS TO OPERATE SCHOOL BUSES BY SUBMITTING THE RESULTS OF A MEDICAL EXAMINATION, INCLUDING TESTS FOR DRUG USE, TO A STATE REGULATORY AGENCY."

(B) "NOT ALL OF THE CHARTER BUS DRIVERS WHO WILL BE PROVIDING SERVICES UNDER THIS CONTRACT HAVE, OR WILL HAVE BEFORE ANY SERVICES ARE PROVIDED:

Pre-Trip and Post-Trip Vehicle Inspection 16

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, or work day, to check the bus for children or other passengers in the bus.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

(1) SUBMITTED THEIR FINGERPRINTS TO THE DEPARTMENT OF STATE POLICE IN THE FORM AND MANNER PRESCRIBED BY THE DEPARTMENT OF STATE POLICE. THESE FINGERPRINTS SHALL BE CHECKED AGAINST THE FINGERPRINT RECORDS NOW AND HEREAFTER FILED IN THE DEPARTMENT OF STATE POLICE AND FEDERAL BUREAU OF INVESTIGATION CRIMINAL HISTORY RECORDS DATABASES. THE FINGERPRINTING CHECK HAS RESULTED IN A DETERMINATION THAT THEY HAVE NOT BEEN CONVICTED OF COMMITTING ANY OF THE OFFENSES SET FORTH IN SUBDIVISION (C-1)(4) OF SECTION 6-508 OF THE ILLINOIS VEHICLE CODE; AND

(2) DEMONSTRATED PHYSICAL FITNESS TO OPERATE SCHOOL BUSES BY SUBMITTING THE RESULTS OF A MEDICAL EXAMINATION, INCLUDING TESTS FOR DRUG USE, TO A STATE REGULATORY AGENCY.”

16 625 ILCS 5/12-816(a) requires school districts to have a school bus pre- and post-trip inspection policy with the components as contained in this policy. See also 23 Ill.Admin.Code §1.510(i)(3) and 92 Ill.Admin.Code §458.1030. For a sample procedure, see 4:110-AP2, *Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments*. School districts that contract with a private sector school bus company must require the company to have a pre- and post-trip inspection policy that is equivalent to this section of the policy. 625 ILCS 5/12-816(b).

Each school bus must contain an operating two-way radio or cellular radio telecommunication device while the school bus driver is in possession of a school bus. 625 ILCS 5/12-813.1(e). “Cellular radio telecommunication device” means a device capable of sending or receiving telephone communications without an access line for service and which requires the operator to dial numbers manually; it does not include citizens band radios or citizens band radio hybrids. 625 ILCS 5/12-813.1(a). The two-way radio or cellular radio telecommunication device must be turned on and adjusted in a manner that would alert the driver of an incoming communication request. 625 ILCS 5/12-813.1(e). A school bus driver may not operate a school bus while using a cellular radio telecommunication device except in the following situations: (1) in an emergency situation to communicate with an emergency response operator; a hospital; a physician’s office or health clinic; an ambulance service; a fire department, fire district, or fire company; or a police department; (2) in the event of a “mechanical breakdown or other mechanical problem;” (3) to communicate with school authorities about bus operation or the safety of a passenger on the bus; and (4) when the bus is parked. 625 ILCS 5/12-813.1(c). However under no circumstances may the cellular radio telecommunication device be used for anything else including personal use. 625 ILCS 5/12-813.1(c)(2).

- LEGAL REF.: 20 U.S.C. §6312(c)(5)(B), Elementary and Secondary Education Act.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15 and /1-17.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813.1, 5/12-815, 5/12-816,
5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 Ill.Admin.Code Part 440.
- CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 5:120 (Employee Ethics;
Conduct; and Conflict of Interest), 5:280 (Educational Support Personnel -
Duties and Qualifications), 6:140 (Education of Homeless Children), 6:170 (Title
I Programs), 7:220 (Bus Conduct)
- ADMIN. PROC.: 4:110-AP2 (Bus Driver Communication Devices; Pre-Trip and Post-Trip
Inspection; Bus Driving Comments), 4:110-AP3 (School Bus Safety Rules),
4:110-E (Emergency Medical Information for Students Having Special Needs or
Medical Conditions Who Ride School Buses), 6:140-AP (Education of Homeless
Children)

Operational Services

Facility Management and Building Programs

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable School Board policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the North Cook Intermediate Service Center and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$25,000, including the cost equivalent of staff time, except in the case of an emergency. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection. The Superintendent or designee may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy.

LEGAL REF.:	42 U.S.C. §12101 <u>et seq.</u> 20 ILCS 3130/, Green Buildings Act. 105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/17-2.11, 140/, and 230/. 410 ILCS 25/, Environmental Barriers Act. 820 ILCS 130/, Prevailing Wage Act. 23 Ill. Admin. Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools. 71 Ill. Admin. Code Part 400, Ill. Accessibility Code.
CROSS REF.:	2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)
ADOPTED:	October 13, 1993
REVISED:	February 8, 2017

Operational Services

Facility Management and Building Programs ¹

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable School Board policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district, and (3) compliance with the 10-year safety survey process required by the School Code. ²

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$12,500, including the cost equivalent of staff time.³ This policy is not intended to discourage efforts to improve the

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ Each district with a school having 50 or more students must have a green school cleaning policy. Green Cleaning School Act, 105 ILCS 140/. See policy 4:160, *Environmental Quality of Buildings and Grounds*, which fulfills the requirement to have a procedure on compliance with the Chemical Safety Acts. 105 ILCS 5/10-20.49. Many other State and federal laws control facility management and building programs. Good subjects for administrative procedures include management of custodial services, security, and green cleaning, among others.

The federal rules implementing the Americans with Disabilities Act of 1990 (ADA, 42 U.S.C. §12101 *et seq.*) prohibit discrimination on the basis of disability in services and facilities. 28 C.F.R. Parts 35 and 36. The 2010 ADA Standards for Accessible Design (28 C.F.R. Part 36, Appendix) are available from a link on the ADA home page, www.ada.gov/. Consult the board attorney about how these standards apply to alterations and new construction.

The Prevailing Wage Act is generally applicable to all construction projects. 820 ILCS 130/, amended by P.A. 100-1177, eff. 6-1-19. It requires, among other things, that: (1) all workers on a public works project be paid no less than the prevailing hourly rate (820 ILCS 130/1); (2) the district specify in all public works contracts that the prevailing rate must be paid (820 ILCS 130/4(e), amended by P.A. 100-1177, eff. 6-1-19); and (3) until such time as the Ill. Dept. of Labor activates an electronic database for certified payrolls, all contractors must submit certain employment records to the district, and the district must keep these records as required by law (820 ILCS 130/5, amended by P.A. 100-1177, eff. 6-1-19).

105 ILCS 5/10-20.63, added by P.A. 100-163, requires school districts to make feminine hygiene products (defined as tampons and sanitary napkins for use in connection with the menstrual cycle) available, at no cost to students, in the bathrooms of school buildings serving students in grades 6 through 12. **Note:** The statute does not delineate between types of bathrooms (student, staff, girls, boys, unisex, etc.). Consult with the board attorney about implementing this law.

² 105 ILCS 5/2-3.12, 105 ILCS 5/3-14.20, and 5/3-14.21.

Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

105 ILCS 5/2-3.12 and 23 Ill.Admin.Code Part 180 contain the school building code and Health/Life and Safety Code for Public Schools (HLS Code), respectively. The board must hire a licensed architect or engineer to conduct a decennial inspection of its school buildings and produce a ten-year safety survey report, which is submitted to the Regional Superintendent (ROE) or Intermediate Service Center (ISC) and the State Superintendent for approval. The board must also report to the ROE or ISC annually on its completion of the report recommendations to comply with the HLS Code. See the Health Life Safety Handbook at www.isbe.net/Pages/Health-and-Life-Safety.aspx for more information about the safety survey process.

³ This provision is optional and the amount may be changed. The \$12,500 spending limit is one-half of the bidding threshold for purchases or contracts. 105 ILCS 5/10-20.21. This provision's intent is to ensure that the board is kept informed about significant renovations and permanent alterations. A board should discuss this provision with its superintendent before including it in the policy.

appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning 4

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs 5

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Ill. State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁴ Required by the Green Cleaning School Act (105 ILCS 140/) and Green Cleaning for Elementary and Secondary Schools (23 Ill.Admin.Code Part 2800). The Ill. Green Government Coordinating Council established *Guidelines and Specifications* which state: "While not mandatory, schools should implement the practices set forth in the Recommendations section of these guidelines where applicable and appropriate." See *Guidelines and Specifications* at: <https://www2.illinois.gov/sites/green/Pages/GreenCleaning.aspx>.

⁵ The inclusion and identification of the facility goals listed in the second paragraph are at the board's discretion.

After 1-1-15, all "new school building construction" must include a storm shelter that meets or exceeds the ICC/NSSA Standard for the Design and Construction of Storm Shelters (ICC-500) published jointly by the International Code Council and the National Storm Shelter Association. 105 ILCS 5/2-3.12(e-5); 23 Ill.Admin.Code §180.60(b)(3). Any facility project for which the design contract is executed after 7-1-16 must meet standards of the 2015 International Building Code and its subcodes. 23 Ill.Admin.Code 180.60(a).

The Ill. Environmental Barriers Act (IEBA) (410 ILCS 25/) and the Ill. Accessibility Code (IAC) (71 Ill.Admin.Code Part 400) ensure that "the built environment in the State of Illinois is designed, constructed, and altered to be accessible to and usable by all, including individuals with disabilities." 71 Ill.Admin.Code §400.110(a). **Note:** Press boxes constructed on school property do not have to comply with the IAC if the press boxes are in bleachers that have points of entry at only one level, and the aggregate area of the press box is no more than 500 square feet. 105 ILCS 5/10-20.51; 23 Ill.Admin.Code 180.60(b)(4).

A building intended for classroom or instructional use may be constructed only after voter approval at a referendum unless the building is: (1) leased by the district, or (2) purchased with funds from the sale or disposition of other buildings or structures, or with funds received as a grant under the School Construction Law or as a gift, provided that no funds (other than lease payments) are derived from the district's bonded indebtedness or its tax levy. 105 ILCS 5/10-22.36.

A district may levy a tax for "fire prevention, safety, energy conservation, disabled accessibility, school security, and specified repair purposes." 105 ILCS 5/17-2.11. An expedited process may be available in emergency situations. *Id.* A board may, subject to certain notice requirements, transfer surplus life safety taxes and interest earnings on them to the Operations and Maintenance Fund for building repair work until June 30, 2020. *Id.*, amended by P.A. 100-465.

The Green Buildings Act requires all new State-funded building construction and major renovation projects to meet specified environmental requirements. 20 ILCS 3130/. Waivers may be granted by the Capital Development Board in certain situations. 20 ILCS 3130/15(e). For environmental impact laws, see policy 4:160, *Environmental Quality of Buildings and Grounds*.

7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

Naming Buildings and Facilities ⁶

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board.⁷ When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection. The Superintendent or designee may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy.

- LEGAL REF.: 42 U.S.C. §12101 et seq., Americans with Disabilities Act of 1990, implemented by 28 C.F.R. Parts 35 and 36.
20 ILCS 3130/, Green Buildings Act.
105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/10-20.63, and 5/17-2.11.
105 ILCS 140/, Green Cleaning Schools Act.
105 ILCS 230/, School Construction Law.
410 ILCS 25/, Environmental Barriers Act.
820 ILCS 130/, Prevailing Wage Act.
23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.
71 Ill.Admin.Code Part 400, Ill. Accessibility Code.
- CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁶ This section is optional and its contents are at the board's discretion.

⁷ The board may want to include criteria for the committee, in which case the following is an option:

1. The committee will encourage input from the community, staff members, and students.
2. Consideration will be given to names of local communities, neighborhoods, streets, landmarks, historical considerations, and individuals who have made a contribution to the District, community, State, or nation.
3. The name will not duplicate or cause confusion with the names of existing facilities in the District.

Professional Personnel

Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 school days.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 school days.

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board of Education establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.: 105 ILCS 5/21B-20(3) and 24-5.
23 ILL. ADMIN. CODE, §25.520.

CROSS REF.: 5:30 (Hiring Process and Criteria)

ADOPTED: February 9, 1994

REVISED: March 4, 2015

Professional Personnel

Substitute Teachers ¹

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license or short-term substitute license and may teach in the place of a licensed teacher who is under contract with the Board.² There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows: ³

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License⁴ or Educator License with Stipulations⁵ may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.
3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days. ⁶

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2020, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy's content. Policy 5:30, *Hiring Process and Criteria*, contains the requirements for pre-employment investigations, e.g., a finger-print based criminal history records check. See also 5:30-AP2, *Administrative Procedure - Investigations*. Each board may require new substitute teacher employees to furnish evidence of physical fitness to perform duties assigned and must require new substitute teacher employees to furnish evidence of freedom from communicable disease. 105 ILCS 5/24-5(b-5), added by P.A. 100-855. Evidence may consist of a physical examination, which must be performed within 90 days before the time it is presented to the board, and the substitute teacher bears the cost of the physical examination. *Id.* A new or existing substitute teacher may also be subject to additional health examinations as required by the Ill. Dept. of Public Health or by order of a local public health official. *Id.*

² 23 Ill.Admin.Code §1.790(a)(2), added by 41 Ill.Reg. 6924, requires that any individual who serves as a substitute teacher for driver's education be endorsed for driver's education pursuant to 23 Ill.Admin.Code §25.100(k), amended at 42 Ill.Reg. 8884.

³ Substitute teaching licenses are governed by 105 ILCS 5/21B-20(3), amended by P.A. 100-596; 23 Ill.Admin.Code §1.790, amended at 42 Ill.Reg. 11551; and 23 Ill.Admin.Code §25.520, amended at 42 Ill.Reg. 8930.

⁴ Professional educator licenses are governed by 105 ILCS 5/21B-20(1) and 23 Ill.Admin.Code Part 25, amended at 42 Ill.Reg. 8830.

⁵ Educator licenses with stipulations are governed by 105 ILCS 5/21B-20(2), amended by P.A. 100-596, and 23 Ill.Admin.Code Part 25, amended at 42 Ill.Reg. 8830. 105 ILCS 5/21B-20(2)(E), amended by P.A. 100-13, permits an individual who holds a valid career and technical educator endorsement on an Educator License with Stipulations but who does not hold a bachelor's degree to substitute teach in career and technical education classrooms. Similarly, 105 ILCS 5/21B-20(2)(F), amended by P.A. 100-13, permits an individual who holds a provisional or part-time provisional career and technical educator endorsement on an Educator License with Stipulations but who does not hold a bachelor's degree to substitute teach in career and technical education classrooms.

⁶ 105 ILCS 5/21B-20(4), added by P.A. 100-596. Districts may not hire a short-term substitute teacher for teacher absences lasting six or more days. *Id.*

any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists. ⁷

The School Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits. ⁸

Short-Term Substitute Teachers ⁹

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program.¹⁰ Short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.¹¹

Emergency Situations ¹²

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁷ 40 ILCS 5/16-118, amended by P.A. 100-596 (specifying permissible paid days and hours for TRS annuitants), and 16-150.1, amended by P.A. 100-743 (TRS annuitants may return to teaching in a subject shortage area until 6-30-19). Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

⁸ If a board provides substitute teachers other benefits, it may consider listing them here.

⁹ 105 ILCS 5/21B-20(4), added by P.A. 100-596, governs Short-Term Substitute Teaching Licenses, which may be issued from 7-1-18 until 6-30-23. Short-Term Substitute Teaching Licenses are not eligible for endorsements. *Id.* Applicants for a Short-Term Substitute Teaching License must hold an associate's degree or have completed at least 60 credit hours from a regionally accredited institution of higher education. Individuals who have had their Professional Educator License or Educator License with Stipulations suspended or revoked are not eligible to be short-term substitutes. *Id.* Short-term substitutes may not be hired for teacher absences lasting six or more days. *Id.* 105 ILCS 5/21B-20(4) repeals on 7-1-23.

¹⁰ 105 ILCS 5/10-20.67 (final citation pending), added by P.A. 100-596, requires boards to conduct this training. This requirement provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for a short-term substitute teacher training program that provides individuals who hold a Short-Term Substitute Teaching License with information on curriculum, classroom management techniques, school safety, and district and building operations. See also 5:220-AP, *Substitute Teachers*, and f/n 3 in 5:220-AP. These expectations will be most effective when they reflect local conditions and circumstances. Training and curriculum for a short-term substitute teacher training program may be subjects of mandatory collective bargaining, therefore consulting with the board attorney should be a part of this process. A district would commit an unfair labor practice by implementing new programs for staff without first offering to negotiate them with the applicable exclusive bargaining representative.

School boards may choose to also offer this training program to individuals who hold a Substitute Teaching License and/or substitute teachers holding a Professional Educator License. This provision repeals on 7-1-23.

¹¹ See f/n 6.

¹² 105 ILCS 5/21B-20(3). An *emergency situation* is defined as one where an unforeseen vacancy has occurred and (i) a teacher is unable to fulfill his or her contractual duties, or (ii) the district's teacher capacity needs exceed previous indications and the district is actively engaged in advertising to hire a fully licensed teacher for the vacant position.

Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

LEGAL REF.: 105 ILCS 5/10-20.67 (P.A. 100-596, final citation pending), 5/21B-20(2), 5/21B-20(3), and 5/21B-20(4).
23 Ill.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

Instruction

School Accountability

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Illinois State Board of Education prepared *State Goals for Learning* with accompanying *Illinois Learning Standards*.

The School Board gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and Illinois State Board of Education (ISBE) rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE.
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
5. In accordance with Sec. 2-3.153 of the School Code, administer at least biennially a survey of learning conditions on the instructional environment within the school to, at minimum, students in grades 6 through 12 and teachers.

LEGAL REF.: 105 ILCS 5/2-3.25, 5/2-3.25a, 5/2-3.25b, 5/2-3.25c, 5/2-3.25d, 5/2-3.25d-5, 5/2-3.25e-5, 5/2-3.25f, 5/2-3.25f-5, 5/2-3.63, 5/2-3.64a-5, 5/10-21.3a, and 5/27-1.
23 Ill. Admin. Code Part 1, Subpart A: Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

ADOPTED: June 15, 1994

REVISED: February 8, 2017

Instruction

School Accountability ¹

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work.² To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared *State Goals for Learning* with accompanying *Illinois Learning Standards*.³

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Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and ISBE rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement. ⁴
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE. ⁵
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation. ⁶

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content.

² 105 ILCS 5/27-1.

³ 23 Ill.Admin.Code §1, Appendix D.

⁴ 105 ILCS 5/2-3.25 - 2-3.25b, amended by P.A. 100-1046; 23 Ill.Admin.Code §§1.10(a) and 1.20.

⁵ 105 ILCS 5/2-3.25a, amended by P.A.s 99-193, 99-657, and 100-1046; 5/2-3.64a-5, amended by P.A. 100-1046. 105 ILCS 5/2-3.25a, amended by P.A. 99-193, significantly revised the system of standards for school districts and schools, 105 ILCS 5/2-3.25a, amended by P.A. 99-657, then delayed certain implementation dates by one school year, and 105 ILCS 5/2-3.25a, amended by P.A. 100-1046, further revised the system of standards for school districts and schools. ISBE must establish recognition standards for student performance and school improvement for all districts and their individual schools. ISBE must outline accountability measures in its State plan that it submits to the U.S. Dept. of Education under the Every Student Succeeds Act (ESSA) (Pub. L. 114-95). If ESSA ceases to require a state plan, then ISBE must develop a written plan in consultation with the Ill. Balanced Accountability Measure (IBAM) Committee. 105 ILCS 5/2-3.25a, amended by P.A.s 99-193, 99-657, and 100-1046.

⁶ The requirements around district and school improvement plans are unknown until ISBE revises its rules following P.A.s 99-193 and 100-1046. P.A. 99-193 deleted the requirements concerning improvement plans as well as the sanctions for failing to make adequate yearly progress contained in 105 ILCS 5/2-3.25d, but then P.A. 100-1046 repealed 105 ILCS 5/2-3.25d in its entirety. 105 ILCS 5/2-3.25f continues to state that ISBE "shall provide technical assistance to assist with the development and implementation of School and District Improvement Plans" and that schools or districts "that fail to make reasonable efforts to implement an approved Improvement Plan may suffer loss of State funds by school district, attendance center, or program as the State Board of Education deems appropriate."

4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law. ⁷
5. In accordance with 105 ILCS 5/2-3.153, annually administer a climate survey on the instructional environment within the school to, at minimum, students in grades 4 through 12 and teachers. ⁸

LEGAL REF.: 105 ILCS 5/2-3.25, 5/2-3.25a, 5/2-3.25b, 5/2-3.25c, 5/2-3.25d-5, 5/2-3.25e-5, 5/2-3.25f, 5/2-3.25f-5, 5/2-3.63, 5/2-3.64a-5, 5/2-3.153, 5/10-21.3a, and 5/27-1.
23 Ill.Admin.Code Part 1, Subpart A: Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁷ 105 ILCS 5/10-17a, amended by P.A.s 99-193, 100-807, and 100-1121. Districts must present the report card at a regular board meeting, post it on the district's website, make it available to newspapers of general circulation in the district, notify parents/guardians of its availability on the district's website, provide it to parents/guardians on request, submit it to the regional superintendent or appropriate Intermediate Service Center, and otherwise disseminate it as required by State law. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

⁸ Required by 105 ILCS 5/2-3.153, amended by P.A. 100-1046, and 23 Ill.Admin.Code §1.97. The State Superintendent must publicly report on the survey indicators of learning conditions resulting from the administration of the instrument at the individual school, district, and State levels. A district may use an alternate learning instrument approved by the State Superintendent at its own cost. These survey instruments are authorized by July 1 each year and posted at: www.isbe.net/Pages/5Essentials-Survey.aspx. 23 Ill.Admin.Code §1.97(g)(1)-(2). To use an alternate survey instrument, the district must submit a form developed for this purpose and posted at www.isbe.net/Pages/5Essentials-Survey.aspx to the State Superintendent on or before a date established by the State Superintendent each year. *Id.*

Insert the following sentence for districts that administer an alternate survey of learning conditions at their own cost: "The District has elected to use an alternate climate survey of learning conditions instrument."

Instruction

Remote Educational Program 1

The Superintendent shall develop, maintain, and supervise a remote educational program consistent with 105 ILCS 5/10-29. The remote educational program shall provide an opportunity for qualifying students to participate in an educational program delivered by the District in a location outside of a school.

The remote educational program shall: **2**

1. Align its curriculum with the Ill. Learning Standards and Board policies 6:10, *Educational Philosophy and Objectives* and 6:15, *School Accountability*.
2. Offer instruction and educational experiences consistent with those given to students at the same grade level in the District through compliance with Board policies 6:30, *Organization of Instruction* and 6:300, *Graduation Requirements*.
3. Provide instructors that meet the teacher qualifications in Board policy 5:190, *Teacher Qualifications*. Instructors are responsible for the following elements of the program: **3**
 - a. Planning instruction,
 - b. Diagnosing learning needs,
 - c. Prescribing content delivery through class activities,
 - d. Assessing learning,
 - e. Reporting outcomes to administrators and parents/guardians, and
 - f. Evaluating the effects of instruction.
4. Provide a remote educational program anytime during the period of time from and including the opening date to the closing date of the District's regular school term. It may operate on

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1 This policy is optional, but school boards that wish to implement a remote educational program must adopt a policy with statutorily-prescribed content. 105 ILCS 5/10-29, amended by P.A. 100-1046. Before adopting this policy school officials should consider how a remote educational program fits into the district's mission statement for instruction. School officials should consult the board attorney and a representative from the Ill. State Board of Education (ISBE) for advice when implementing this program. A remote educational program will be subject to ISBE rules if and when ISBE promulgates and adopts them.

The Ill. Virtual School (IVS) qualifies as an educational program delivered by the district in a location outside of a school because, as stated on ISBE's website, "[A]ll students enroll in the [IVS] through their regular school. The student's school (public or private) must first agree to participate in IVS." See www.ilvirtual.org/partner-schools.

Homes or other locations outside of a school building for remote educational programs are not "public school facilities." 105 ILCS 5/10-29(e).

2 Item #1 in the following list is a statutory remote educational program requirement. 105 ILCS 5/10-29(a)(2). The Ill. State Learning Standards may be found at: www.isbe.net/Pages/Learning-Standards.aspx and 23 Ill.Admin.Code §1, App. D. See also, 105 ILCS 5/27-1.

Item #2 in the following list is also a statutory remote educational program requirement. 105 ILCS 5/10-29(a)(2).

3 Statutory remote educational program requirement. 105 ILCS 5/10-29(a)(3). Consult the board attorney for advice because the listed statutory responsibilities for instructors of remote educational programs may impact wages, hours, and terms and conditions of employment. In addition, 105 ILCS 5/10-29(d) requires these responsibilities to be subject to local collective bargaining agreements. When the district has an applicable collective bargaining agreement, replace item # 3 in the policy with the following sentence for those covered employees:

Provide instructors that meet the teacher qualifications in Board policy 5:190, *Teacher Qualifications*. Instructors are responsible for the elements of the program consistent with the applicable collective bargaining agreement.

For employees not covered by a collective bargaining agreement, the law controls and the policy should reflect the board's additional local remote education requirements, if any.

any calendar day, notwithstanding whether it is a student attendance day or institute day on the District's calendar or any other provision of law restricting instruction on that day. The District's regular school term is established by Board policies 2:20, *Powers and Duties of the School Board; Indemnification*, and 6:20, *School Year Calendar and Day*. The remote educational program may be offered outside of the regular school term as part of any authorized summer school program. **4**

5. Establish a system to determine student participation in instruction in alignment with Board policy 6:20, *School Year Calendar and Day*. **5**
6. Limit participation to students who are juniors or seniors or demonstrate individual educational need(s). Approval of students in the program will be on a space-available basis. **6**
7. Authorize the Superintendent or designee to approve students for participation in the program when the student shows evidence of: **7**
 - a. Enrollment in the District pursuant to Board policies 7:60, *Residence* and 7:30, *Student Assignment and Intra-District Transfer*.
 - b. Prior approval from their individualized educational program (IEP) team, if applicable.
 - c. How the remote educational program best serves the student's individual learning needs.
 - d. A consistent, appropriate attendance record, no disciplinary record, and a 2.5 minimum grade point average.
8. Include a process for developing and approving a written remote educational plan for each student participating in the program. **8**

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

4 Statutory remote educational program requirement. 105 ILCS 5/10-29(a)(4) and 5/10-19. Delete the last sentence if the district will not offer the remote educational programs during summer. If the district holds year-round classes in some buildings, it must classify each student's participation in the remote educational program as either on a year-round or a non-year-round schedule for purposes of claiming evidence-based funding.

5 Statutory remote educational program requirement that must be covered in policy 105 ILCS 5/10-29(a)(1)(E), amended by P.A. 100-1046. Student participation through a remote educational program meeting the requirements of 105 ILCS 5/10-29 may be claimed for evidence-based funding purposes for instruction under 105 ILCS 5/18-8.15 on any calendar day. 105 ILCS 5/10-29(a)(4). Alternatively, a remote educational program may also be used for instruction delivered to a student in the home or other location outside of a school building that is not claimed for evidence-based funding purposes. 105 ILCS 5/10-29(f), amended by P.A. 100-1046.

6 Must be covered in policy if any limitations on participation are imposed. 105 ILCS 5/10-29(a)(1)(B). This language is a suggestion for limitation on participation. Replace this sentence with the district's specific limitations regarding the number of students or grade levels that may participate in a remote educational program. If a district has no limitations this sentence may be deleted.

7 The introductory phrase must be covered in policy. 105 ILCS 5/10-29(a)(1)(C). If a district has its own description of the process it will use to approve participation in the remote educational program, replace this sentence with the district's language.

7a is a statutory remote educational program requirement. 105 ILCS 5/10-29(a)(6).

7b is a statutory remote educational program requirement that must be covered in policy. 105 ILCS 5/10-29(a)(1)(C). The district must ensure that the student receives all programming and related services required in his or her IEP. 23 Ill.Admin.Code §226.360. The law is silent whether a student who has a plan under Section 504 of the federal Rehabilitation Act of 1973 (504 plan) needs prior approval, but the student's remote educational plan must deliver content in a manner consistent with the student's 504 plan.

7c is a statutory remote educational program requirement that must be covered in policy. 105 ILCS 5/10-29(a)(1)(A). A student and his or her parent/guardian will need to inform the district of how a remote educational program will best serve the student's individual learning needs.

7d must be covered in policy. 105 ILCS 5/10-29(a)(1)(A). It may be customized, but the language must address, at a minimum, consideration of a student's prior attendance, disciplinary record, and academic history. The board may want to require the same minimum GPA standards that it requires for eligibility to participate in interscholastic activities. See also 6:270, *Guidance and Counseling Program*.

9. Require students to complete their participation in the program within 12 months, unless the student's participation is extended by the District. **9**
10. Require students to participate in all assessments administered by the District pursuant to State and federal law and Board policy 6:340, *Student Testing and Assessment Program*. **10**
11. Align with the requirements of Board policy 7:340, *Student Records*. **11**
12. Comply with other State and federal laws and align with all applicable Board policies. This includes the Superintendent submitting a copy of this policy to the Ill. State Board of Education along with any amendments to it and any data on student participation. **12**
13. Be monitored by the Board pursuant to Board policy 2:240, *Board Policy Development*, and included as a topic for discussion in the annual report required by Board policy 6:10, *Educational Philosophy and Objectives*. It shall include a discussion of the process for renewal of the program when applicable. **13**

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

8 Statutory remote educational program requirement that must be covered in policy. 105 ILCS 5/10-29(a)(1)(D). A written remote educational plan must meet the requirements of 105 ILCS 5/10-29(a)(5). It must be approved by the school district and a person authorized to enroll the student under 105 ILCS 5/10-20.12b. Any amendments to a student's written remote educational plan must also be approved in the same manner. See f/ns 9 and 13 for a discussion of the length of a written remote educational plan.

9 Statutory remote educational program requirement. 105 ILCS 5/10-29(a)(7). A district may extend participation longer than 12 months when it: (1) evaluates the student's progress in the program, (2) determines that the student's continuation in the program will serve the student's individual learning needs, and (3) amends the student's remote educational plan, addressing any changes for the upcoming term of the program.

10 Statutory remote educational program requirement. Id. at 10-29(a)(6).

11 Remote educational programs present specific student records and privacy issues that should be examined with the board attorney. Both federal (Family Educational Rights and Privacy Act, 20 U.S.C. §1232g) and State (Ill. School Student Records Act, 105 ILCS 10/) laws govern student school records and these laws differ in many respects.

12 The first sentence is a statutory remote educational program requirement that must be covered in policy. 105 ILCS 5/10-29(a)(1)(G). Consult the board attorney to discuss other issues that may pertain to the district's specific circumstances. The second sentence is a statutory remote educational program requirement. 105 ILCS 5/10-29(g). The law provides no guidance how to accomplish this requirement other than granting ISBE rulemaking authority. 105 ILCS 5/10-29(h).

13 Must be covered in policy. 105 ILCS 5/10-29(a)(1)(F). A description of the process for renewing a remote educational program at the expiration of its *term* is required. Dual uses of the word *term* occur in this law. Depending upon the type of remote educational program, *term* suggests the district's entire remote educational program may need renewal from time to time. The Act provides little guidance other than that the district must describe the process in its policy. The annual report required by Board policy 6:10, *Educational Philosophy and Objectives*, is one option to describe the process. Replace this sentence with the district's language if a different process is developed.

105 ILCS 5/10-29(a)(7) also references *term*. There, *term* requires that a student's "written remote educational plan" not extend the student's participation in the remote educational program longer than 12 months, unless the district extends participation. See f/n 9 for further discussion.

LEGAL REF.: 105 ILCS 5/10-29.
23 Ill.Admin.Code §226.360.

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 2:240 (Board Policy Development), 5:190 (Teacher Qualifications), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:30 (Organization of Instruction), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:30 (Student Assignment and Intra-District Transfer), 7:60 (Residence), 7:340 (Student Records)

Agenda Item No. 19-516

Superintendent's Communication

Committee (No Enclosure)



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 for Human Resources

(847) 963-3013 • Fax (847) 963-3162
www.ccsd15.net

Date: May 8, 2019

To: Board of Education

From: Lisa Nuss, Assistant Superintendent
For Human Resources

Re: Personnel Report—Agenda Item No. 19-520



Attached is the May 8, 2019 personnel report for the adoption by the Board.

1. Administration employees hire, change of status, and leave of absence recommendations:
 - a. 4 Administrators recommended to hire for 2019-20:
 - 4 replacements from resignations, retirements, or transfers
 - b. 1 Administrator recommended for change of status:
 - 1 Assistant Principal to Curriculum Coordinator
 - c. 1 Administrator requesting a leave of absence:
 - 1 FMLA leave
2. Certified employees hire, leave of absence, resignations, and retirement recommendations:
 - a. 7.0 FTE Teachers recommended to hire for 2019-20:
 - 4.0 FTE replacements from releases, resignations, retirements, or transfers
 - 3.0 new positions within 2019-20 FTE projection
 - b. 6.0 FTE Teachers requesting a leave of absence:
 - 5 FMLA leave
 - 1 full-year unpaid leave of absence

- c. 5.0 FTE Teachers' resignations (5 Teachers)
 - d. 1.0 FTE Teacher retirement without incentive
-
3. Non-certified employees hire, change of status, leave of absence, resignation, retirement, disciplinary, probationary release and termination recommendations:
- a. 28 Non-certified employees recommended to hire for 2018-19:
 - o 10 replacements from releases, resignations, retirements, or transfers
 - 2 Program Assistants (1 Special Education Program Assistant w/ Personal Care, 1 Special Education Program Assistant)
 - 3 Bus Drivers
 - 1 Occupational Therapist (.60FTE)
 - 1 Permanent Sub (NTRSV)
 - 1 Lunch Coordinator Assistant
 - 2 Bus Drivers
 - o 2 new positions due to student need
 - 2 Special Education Program Assistants w/Personal Care)
 - o 16 Temporary Summer Help
 - 6 Warehouse-DOI
 - 1 Personnel
 - 4 Technology
 - 4 Maintenance
 - 1 Reprographics
 - b. 2 Non-certified employees recommended for change of status:
 - o 1 Technology Support Specialist to Technology Support Specialist-Google Administration-replacing Matt Conwell
 - o 1 Technology Support Specialist to Technology Support Specialist-Level II Help-desk Manager and Network Specialist-replacing Ashton Osburn
 - c. 9 Non-certified employees requesting a leave of absence:
 - o 9 FMLA leave
 - d. 1 Non-certified employees' resignations:
 - o 1 Special Education Program Assistants w/ Personal Care
 - e. 1 Non-certified employee retirement without incentive:
 - o 1 Bus Driver

-
- f. 2 Non-certified employees recommended for disciplinary action:
 - o Jessica Blitstein, Building Clerical-1-day unpaid suspension
 - o William Zimmerman, Custodian-12-day unpaid suspension and Last Chance Agreement issued.

 - g. 2 Non-certified employees recommended for termination:
 - o Faith Golisch, Special Education Program Assistant w/ Personal Care-probationary release
 - o Edwin Song, Bus Driver

**PERSONNEL REPORT WITHOUT SALARIES
May 2019**

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

1.a. ADMINISTRATION - RECOMMENDATION FOR HIRE

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Danielczyk, Amber	Assistant Principal	JA	Yes	07/01/2019	replacing Risa Cohen
Fisher, Rocio	Assistant Director of Second Language Programs	ESC	Yes	07/01/2019	replacing Angelica Brifcani
Gallegos, Angela	Assistant Principal	FCW	Yes	07/01/2019	replacing Dustin Berman
Stadler, Shari	Assistant Coordinator for Health Services	ESC	Yes	07/08/2019	replacing Karen Flor

1.b. ADMINISTRATION - RECOMMENDATION FOR CHANGE OF STATUS

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Cohen, Risa	Curriculum Coordinator	ESC	Yes	07/01/2019	from Assistant Principal to Curriculum Coordinator

1.c. ADMINISTRATION - RECOMMENDATION FOR LEAVE OF ABSENCE

Name	Position	School	Benefits Yes/No	Effective Date	Notes
LaCamera, Michelle	Assistant Principal	KH	Yes	July 2019	FMLA

2.a. CERTIFIED - RECOMMENDATION TO HIRE

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Aguayo, Elizabeth	Bilingual 1/2	LS	Yes	08/12/2019	new position within 2019-20 FTE projection
Galan, Esmeralda	Physical Education	WCJH	Yes	08/12/2019	replacing Victoria Frankel
Gitelson, Allyson	Special Education Teacher	MJ	Yes	08/12/2019	new position within 2019-20 FTE projection
Rodrian, Patricia	Grade 3 (ESL Required)	GMS	Yes	08/12/2019	replacing Erin Hackman
Rodriguez-Ortega, Yuritzin	Bilingual 1/2	LL	Yes	08/12/2019	replacing David Briones Gonzalez
Peyyeti, Nagalakshmi	Bilingual Resource Hindi	WB	Yes	08/12/2019	new position within 2019-20 FTE projection
Planes, Tiffani	Bilingual Resource	TJ	Yes	08/12/2019	replacing Monica Szilvagy

2.b. CERTIFIED - RECOMMENDATION FOR LEAVE OF ABSENCE

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Candela, Nicole	Grade 3	CR	Yes	04/15/2019	FMLA
Esposito, Michelle	Kindergarten	HR	Yes	04/11/2019	FMLA
Fischer, Nicholas	Art	VL	Yes	04/26/2019	FMLA
Hackman, Erin	Grade 3	WB	Yes	08/12/2019	requesting one year unpaid leave of absence
Middona, Leanne	SPED LEAP	TJ	Yes	04/02/2019	FMLA
Pichardo-Gudino, Blanca	Bilingual Reading	VL	Yes	04/22/2019	FMLA

2.c. CERTIFIED - RECOMMENDATION FOR RESIGNATIONS

Name	Position	School	Effective Date
Bauer, Anna	Bilingual 2	JA	06/03/2019
Berlett, Haley	Speech Language Pathologist	JA	06/03/2019
Lucht, Christopher	Science	WRS	06/03/2019
Ragauskis, Anne	Grade 4 with Bilingual	LL	06/03/2019
Stern, Deanna	Special Education	WRS	06/03/2019

2.d. CERTIFIED - RECOMMENDATION FOR RETIREMENT WITHOUT INCENTIVE

Name	Position	School	Notes
Saxsma, Kurt	Grade 5	CR	06/30/2019

3.a. NON-CERTIFIED - RECOMMENDATION TO HIRE

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Barrueta, Andrew	Summer-Technology	Technology	N	05/15/2019	temporary Summer Help
Christensen, Ryan	Summer-Maintenance	Maintenance	N	05/15/2019	temporary Summer Help
Cox, Ryan	Summer-DOI	Warehouse	N	05/15/2019	temporary Summer Help
Barnvos, Kayla	Special Education Program Assistant with Personal Care	GMS	Y	04/08/2019	new due to student need
Fallon, Kerry	Occupational Therapist .60 FTE	TBD	N	08/12/2019	replacing Contractual OT
Fortunato, Meghan	Summer-DOI	Warehouse	N	05/15/2019	temporary Summer Help
Guarino, Anthony	Summer-Technology	Technology	N	05/15/2019	temporary Summer Help
Jensen, Luann	Bus Driver	TRANS	Y	04/01/2019	unfilled 2017/18 position
Jessup, Christine	Bus Driver	TRANS	Y	04/12/2019	replacing Eric Bonilla

3.a. NON-CERTIFIED - RECOMMENDATION TO HIRE, CONT.

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Karson, Leonard	Bus Driver	TRANS	Y	04/05/2019	replacing Mario Di Benedetto
Kean, Clare	Summer-DOI	Warehouse	N	05/15/2019	temporary Summer Help
Krause, Emily	Summer-Reprographics	ESC	N	05/15/2019	temporary Summer Help
Kreiss, Peyton	Summer-DOI	Warehouse	N	05/15/2019	temporary Summer Help
Kreiss, Taylor	Summer-DOI	Warehouse	N	05/15/2019	temporary Summer Help
Mawdsley, Diane	Special Education Program Assistant with Personal Care	CLA	Y	04/08/2019	replacing Alin Aki
Newgard, Kathleen	Summer-Personnel	ESC	N	05/15/2019	temporary Summer Help
Ortega, Grinelam	Special Education Program Assistant with Personal Care	CLA	Y	04/22/2019	new due to student need
Ravela, Naga Durga Padmaja	Special Education Program Assistant	HR	Y	04/05/2019	replacing Tara Kolek
Roszak, Joan	Permanent Substitute	NTRSV	Y	04/22/2019	replacing Cynthia Lopresti
Schnoor, Bretton	Summer-DOI	Warehouse	N	05/15/2019	temporary Summer Help

3.a. NON-CERTIFIED - RECOMMENDATION TO HIRE, CONT.

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Schulien, Michael	Bus Driver	TRANS	Y	04/12/2019	replacing Dmitriy Ignatenko
Subhashini, Subash	Lunch Coordinator Assistant	LL	Y	04/01/2019	replacing Andrea Morales Colin
Szczupaj, Zachary	Summer-Technology	Technology	N	05/15/2019	temporary Summer Help
Truong, Dung	Bus Driver	TRANS	Y	04/09/2019	unfilled 2017/18 position
Turner, Isaiah	Summer-Maintenance	Maintenance	N	05/15/2019	temporary Summer Help
White, Chandler	Summer-Maintenance	Maintenance	N	05/15/2019	temporary Summer Help
Wink, Timothy	Summer-Technology	Technology	N	05/15/2019	temporary Summer Help
Zimmer, Zachary	Summer-Maintenance	Maintenance	N	05/15/2019	temporary Summer Help

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

Name	Position	School	Effective Date	Notes
Osburn, Ashton	Technology Support Specialist-Google Administration	Technology	05/17/2019	replacing Matt Conwell
Manka, Steven	Technology Support Specialist - Level II Helpdesk Manager and Network Specialist	Technology	05/17/2019	replacing Ashton Osburn

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

Name	Position	School	Benefits Yes/No	Effective Date	Notes
Bennett, Lisa	Program Assistant	FCW	Yes	05/13/2019	FMLA
Emmrich, Susan	Bus Driver Aide	TRANS	Yes	04/16/2019	FMLA
Gustafson, Laurie	Program Assistant	WCE	Yes	05/09/2019	FMLA
Pilguy, Vicky	Lunch Coordinator	LS	Yes	04/25/2019	FMLA
O'Leary, Maureen	Bus Driver	TRANS	Yes	04/10/2019	FMLA
Schustek, Karenlynn	Bus Driver	TRANS	Yes	04/15/2019	FMLA
Thomas, Binci	Program Assistant	PH	Yes	04/29/2019	FMLA
Venegas, Jose	Head Custodian	TJ	Yes	04/11/2019	FMLA
Whitehead, Frances	Bus Driver Aide	TRANS	Yes	04/30/2019	FMLA

3.d. NON-CERTIFIED - RECOMMENDATION FOR RESIGNATION

Name	Position	School	Effective Date	Notes
Dickson, Julie	Special Education Program Assistant with Personal Care	FCW	05/17/2019	

3.e. NON-CERTIFIED - RECOMMENDATION FOR RETIREMENT WITHOUT INCENTIVE

Name	Position	School	Effective Date	Notes
O'Brien, Thomas	Bus Driver	Transportation	06/03/2019	

3.f. NON-CERTIFIED - RECOMMENDATION FOR DISCIPLINARY ACTION

Name	Position	School	Effective Date	Notes
Blitstein, Jessica	Building Clerical	WCJH	04/30/2019	1 day unpaid suspension 4/30
Zimmerman, William	Custodian	CSJH	3/25/2019	12 day unpaid suspension (3/25 - 4/9) and Last Chance Agreement

3.g. NON-CERTIFIED - RECOMMENDATION FOR TERMINATION

Name	Position	School	Effective Date	Notes
Golisch, Faith	Special Education Program Assistant with Personal Care	WCJH	04/22/2019	probationary release
Song, Edwin	Bus Driver	TRANS	04/02/2019	



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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

DATE: May 8, 2019
TO: Board of Education
FROM: Michael Adamczyk, CSBO
RE: Action Item – Authorize the Notice of Publication of Public Hearing on the Adoption of the FY20 Tentative Budget



The Illinois School Code, section 105 ILCS 5/17-1, requires the Board of Education of all public school districts to adopt a budget no later than September 30. The School Code further requires that there shall be at least one (1) Public Hearing and that the budget shall be made available for public inspection for at least thirty (30) days prior to final action.

It has been the practice of Administration to first present the budget to the Board at the regular June meeting. The District also presents an updated Five-Year Financial Forecast at this same meeting.

The following is the proposed FY20 tentative budget calendar:

- The tentative budget will be presented to the Board on June 12, 2019.
- The notice of Public Hearing will be published in the Daily Herald on July 10, 2019.
- The tentative budget will be on display at the District office and on the District web site on July 10, 2019.
- The Public Hearing will be held on August 14, 2019.
- The tentative budget will be presented to the Board for adoption on September 11, 2019.

The Public Hearing to be held on August 14, 2019 will be for the budget as presented to the Board at the June 12, 2019 meeting. Any required changes subsequent to the June 12, 2019 budget will be incorporated in the budget to be adopted at the September 11, 2019 meeting.

BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

RESOLUTION
TO APPROVE TENTATIVE BUDGET FOR PUBLIC DISPLAY
AND TO ESTABLISH HEARING DATE

WHEREAS, the Board of Education (hereinafter "Board") of Community Consolidated School District No. 15, County of Cook, State of Illinois (hereinafter "School District") is authorized by Section 17-1 of the *School Code*, 105 ILCS 5/17-1, to adopt an annual budget before or within the first quarter of its fiscal year;

WHEREAS, pursuant to Section 17-1 of the *School Code*, the Board has previously designated and authorized the Superintendent to prepare a tentative budget for the forthcoming fiscal year, and must schedule and hold a public hearing prior to final action on the tentative budget; and

WHEREAS, pursuant to Section 17-1 of the *School Code*, the tentative budget must be made conveniently available to the public at least thirty (30) days prior to final action thereon; and

WHEREAS, as required under Section 17-1 of the *School Code*, notice of a tentative budget's availability for public inspection and of the public hearing shall be published in a newspaper published in the School District at least thirty (30) days prior to the public hearing;

NOW THEREFORE, Be it Resolved by the Board of Education of Community Consolidated School District No. 15, County of Cook, State of Illinois, as follows:

- Section 1.** The Superintendent has previously been authorized to prepare a tentative budget for the fiscal year which commences on July 1, 2019 and ends on June 30, 2020.
- Section 2.** The Secretary of the Board shall make such tentative budget conveniently available for public inspection at least thirty (30) days prior to the August 14, 2019 Board meeting, at which time a public hearing shall be held.
- Section 3.** The Secretary of the Board shall cause to be published, in a newspaper published in the School District, notice of the availability of the tentative budget for public inspection and of the public hearing on the tentative budget, at least thirty (30) days prior to the August 14, 2019 public hearing on tentative budget.
- Section 4.** The Board shall schedule and hold a public hearing on the tentative budget at its meeting on August 14, 2019 at 7:00 p.m., to be held at Walter R. Sundling Junior High School, 1100 North Smith Street, Palatine, Illinois.
- Section 5.** This Resolution shall be in full force and effect upon its adoption.

ADOPTED this 8th day of May, 2019 by the following votes:

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education

ATTEST:

Secretary, Board of Education

NOTICE OF PUBLIC HEARING

Notice is hereby given by the Board of Education of Community Consolidated School District 15 in the County of Cook, State of Illinois, that a Tentative Budget for said School District for the fiscal year beginning July 1, 2019 and ending June 30, 2020, will be on file and conveniently available for public inspection at the Joseph M. Kiszka Educational Service Center, 580 North First Bank Drive, Palatine, Illinois, in this School District from and after 9:00 a.m. Central Daylight Savings Time on the 10th day of July, 2019.

Notice is hereby further given that a public hearing on said budget will be held at 7:00 p.m. Central Daylight Savings Time on the 14th day of August, 2019, at Walter R. Sundling Junior High School, 1100 North Smith Street, Palatine, Illinois, in this School District.

Dated this 10th of July, 2019.

Anthony Wang
Secretary of Board of Education
Community Consolidated School District 15
Palatine, Illinois

May 8, 2019



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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

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO
Ivy Fleming, Budget & Purchasing Coordinator

RE: Action Item – Ratify Membership into Sourcewell Purchasing Cooperative



Sourcewell is a purchasing cooperative for governmental entities. Its contracts are competitively solicited, evaluated, and awarded by a government entity acting as the lead agency. The lead agency prepares a competitive solicitation, incorporating language to make the agreement accessible nationally to agencies in states that allow intergovernmental contract usage.

Many districts in Illinois take advantage of purchasing cooperatives to purchase supplies and services. District 15 can utilize these contracts under State Code ILCS 220/2 Intergovernmental Cooperation Act. Participation in the Sourcewell cooperative provides District 15 the opportunity to save money with more “buying” power and less administrative costs.

It is requested that the BOE authorize the Chief School Business Official to execute the Master Intergovernmental Cooperative Purchasing Agreement from Sourcewell.

The above has been reviewed by District legal counsel.

SOURCEWELL AGREEMENT

This Agreement, made effective on the date hereof, by and between Sourcewell (formerly known as National Joint Powers Alliance) and _____ (hereinafter referred to as the "Member").

Agreement

1. Sourcewell, a public entity whose creation was authorized by Minn. Stat. § 123A.21, has followed procurement procedures for products and services offered by this Agreement in accordance with Minn. Stat. § 471.345. Sourcewell is permitted to engage in cooperative purchasing pursuant to Minn. Stat. § 123A.21 Subd. 7(23).
2. It is the sole responsibility of each Member to follow state and local procurement statutes and rules as it pertains to cooperative purchasing or joint power Agreements with in-state or out-of-state public agencies.
3. Sourcewell makes cooperative purchasing contracts available to Members "as is," and is under no obligation to revise the terms, conditions, scope, price, and/or any other conditions of the contract for the benefit of the Member. Members are permitted to negotiate and agree to additional terms and conditions with Vendors directly.
4. Each party shall be responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof. The Member will be responsible for all aspects of its purchase, including ordering its goods and/or services, inspecting and accepting the goods and/or services, and paying the Vendor who will have directly billed the Member placing the order.
5. The use of each contract by the Member will adhere to the terms and conditions of the Sourcewell contract.
6. Any dispute which may arise between the Member and the Vendor are to be resolved between the Member and the Vendor.
7. This Agreement incorporates all Agreements, covenants and understandings between Sourcewell and the Member. No prior Agreement or understanding, verbal or otherwise, by the parties or their agents, shall be valid or enforceable unless embodied in this Agreement. This Agreement shall not be altered, changed or amended except by written amendment executed by both parties.

Member Name

By _____
Its _____
TITLE

DATE

Sourcewell

TITLE

DATE

MEMBER INFORMATION

Indicate an address to which correspondence may be delivered.

Organization Name*	_____
Address*	_____
City	_____
State/Province Code	_____ ZIP code* _____
Country	_____
Employer Identification Number	_____
Website	_____
Contact person* (First, Last)	_____
Job Title*	_____
Job Role*	_____
E-mail*	_____
Phone*	_____

Organization Type:

Government

- ☐ Federal
- ☐ State
- ☐ County
- ☐ Municipality
- ☐ Tribal
- ☐ Township
- ☐ Special District

Education

- ☐ Pre-K
- ☐ Public K-12
- ☐ Private K-12
- ☐ Public Higher Ed
- ☐ Private Higher Ed

Non-Profit (Please include documentation demonstrating non-profit status)

- ☐ Church
- ☐ Medical Facility
- ☐ Other

REFERRED BY

- ☐ Advertisement
- ☐ Colleague/Friend
- ☐ Vendor Representative
- ☐ Conference/Trade Show _____
- ☐ Search Engine/Web Search

RETURN COMPLETED AGREEMENT TO:

Sourcewell
202 12th Street NE
P.O. Box 219
Staples, MN 56479

877-585-9706
membership@sourcewell-mn.gov

**Denotes required information*



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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

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO
 Ivy Fleming, Budget & Purchasing Coordinator

RE: Marion Jordan and Jane Addams Playground Replacement



During the Fall of 2018, the District started the process of replacing the playgrounds at Marion Jordan and Jane Addams. Meetings were held with various stakeholders, including building staff and representatives from the PTA. Designs were created that would best fit the needs of the buildings while staying within budget. Utilizing the Sourcewell contract, the District is able to secure competitive pricing for the equipment and installation.

The total purchase amount for the Marion Jordan playground is \$233,506. The District received a private donation in the amount of \$60,000 from a former parent at Marion Jordan as well as a \$10,000 donation from another family to help offset the cost. The net cost to the District is \$163,506. The total purchase amount for the Jane Addams playground is \$122,456.

Administration recommends the Board approve the purchase of the Marion Jordan playground in the amount of \$233,506, and further approve the purchase of the Jane Addams playground in the amount of \$122,456. The vendor utilized will be Team REIL, Inc. of Union, IL through the Sourcewell Purchasing Cooperative.

These funds are budgeted in the FY20 Capital Projects Fund.

REQ DATE
04/29/2019

Community Consolidated School District 15

580 N First Bank Drive
Palatine IL 60067
(847) 963-3000
Attn: Accounts Payable

REQUISITION NUMBER
0000017257

COPIES:

White Vendor
Yellow A/P
Pink Rec Copy
Green Originator
PRINTED 04/30/2019

VENDOR KEY : TEAM REI000
SHIP DATE : 04/29/2019
FISCAL YEAR : 2019-2020
ENTERED BY : FARINTAR002
ORIGINAL REQ # : 0000017257

VENDOR:

TEAM REIL CONSTRUCTION
17421 MARENGO RD
UNION, IL 60180-9692

SHIP TO:

COMMUNITY CONSOLIDATED SCHOOL DIST 15
580 N 1ST BANK DR
PALATINE, IL 60067

PHONE: (888) 438-7345 FAX: (815) 923-2204
holly@getreil.com

ATTN: IVY FLEMING

QUANTITY	UNIT	DESCRIPTION OF ITEMS OR MATERIALS	UNIT PRICE	AMOUNT
1	EA	SCOPE OF WORK: TO SUPPLY AND INSTALL PLAYGROUND EQUIPMENT, BORDER AND SURFACING AT MARION JORDAN SCHOOL PER ATTACHED QUOTE. INCLUDES PLAY STRUCTURE AND INSTALLATION. SOURCEWELL PRICING - MEMBER #12076. ***INSTALLATION TO BE SCHEDULED AFTER JULY 1, 2019*** ACCOUNT SUMMARY (FOR INTERNAL USE) ACCOUNT NUMBER ACCOUNT AMOUNT 60E060 2535 5300 04 000000 233,506.00	233506.00000	233,506.00
			PAGE TOTAL	233,506.00
			TOTAL	233,506.00

This is a Requisition and not an official Purchase Order.
The District is not financially responsible for the
unauthorized purchases made with a Requisition.

Est. 1991
Team REIL Inc.
 SALES • SERVICE • CONSTRUCTION

17421 Marengo Rd. Union, IL 60180
 Ph: 888-GET-REIL Fax: 815-923-2204

EQUIPMENT QUOTATION



Quote No	Quote Date
163406	3/18/2019

Salesperson
Holly Conroy

Bill To:	Site Location:
Palatine C.C.S.D. #15 580 N. First Bank Drive Palatine, IL 60067 Contact: Ivy Fleming Phone: (847) 963-3000 Fax: (847) 963-7306 Email:	Marion Jordan Elementary 100 N Harrison Avenue Palatine, IL 60067 Scope of Work This is for supply and installation of playground equipment, border and surfacing at Marion Jordan School per last rendering (REVISED WITH REMOVAL OF RAMPS PER RENDERING)

Notes:

Description	Qty	Rate/Unit	Amount
Miracle_5-12 Playground rev with no ramps	1.00	60,447.00	60,447.00
Miracle_Refresh of existing Miracle post, new components on existing post	1.00	33,959.00	33,959.00
Ten Spin	2.00	3,178.00	6,356.00
Miracle_714-S412 Fitness Structure	1.00	25,022.00	25,022.00
Miracle_5 Bay Swing set with 9 belt seats and 1 ADA seat	1.00	7,248.00	7,248.00
Miracle_Gravity Cube	1.00	10,527.00	10,527.00
Miracle_Inclusive Sensory Panels	6.00	1,867.00	11,202.00
Miracle_10' Inclusive Side by Side picnic tables	3.00	2,101.00	6,303.00
Miracle_6' Inground benches	3.00	591.00	1,773.00
Sourcewell Coop Discount	1.00	-47,022.00	-47,022.00
Removal of playground footings and wood border as needed(equipment removed by KATW)	1.00	7,800.00	7,800.00
Installation of Playground Equipment	1.00	62,321.00	62,321.00
New playground border around trees	140.00	65.00	9,100.00
Concrete Flatwork between playground areas	450.00	25.00	11,250.00
Fibar Wood Safety Surface Supply and Install (includes new areas and top off of existing)	265.00	37.00	9,805.00
Enlarge asphalt area between playground and school (doesn't include stump removal)	1.00	18,500.00	18,500.00
SourceWell and Team REIL Installation Discount	1.00	-5,950.00	-5,950.00
Freight Charges	1.00	4,865.00	4,865.00

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17421 Marengo Rd. Union, IL 60180
Ph: 888-GET-REIL Fax: 815-923-2204

EQUIPMENT QUOTATION



Quote No	Quote Date
163406	3/18/2019

Salesperson
Holly Conroy

Bill To:	Site Location:
Palatine C.C.S.D. #15 580 N. First Bank Drive Palatine, IL 60067 Contact: Ivy Fleming Phone: (847) 963-3000 Fax: (847) 963-7306 Email: _____	Marion Jordan Elementary 100 N Harrison Avenue Palatine, IL 60067 Scope of Work This is for supply and installation of playground equipment, border and surfacing at Marion Jordan School per last rendering (REVISED WITH REMOVAL OF RAMPS PER RENDERING)

Notes:

Description	Qty	Rate/Unit	Amount
To add 60 LF of timber border and mulch around the tree to the west (\$ 4,640.00) not included in the above quote			

233,506.00

Sales Tax (If Applicable) 0.00

Quote Total: \$ 233,506.00

The above prices will be in effect for 90 days.

Unless otherwise specified the above prices do not include installation or Sales Tax.

TERMS: For those who have established credit with us

Terms are full payment within 30 days, no retainage, from the date of shipment. Should payment not be received within 30 days, we agree to pay 1 1/2% per month interest on the unpaid balance.

For those who do not have established credit at time of order,

Orders under \$3,000 require payment in full at time of order, all other orders will be 50% down payment with order and balance prior to shipping.

Should the payment not be received within the above terms, we agree to pay all attorneys' fees and other collection costs, which the seller may incur to insure that this account, including any accrued interest is collected in full.

Accepted by: _____

REQ DATE
04/29/2019

Community Consolidated School District 15

580 N First Bank Drive
 Palatine IL 60067
 (847) 963-3000
 Attn: Accounts Payable

REQUISITION NUMBER
0000017258

COPIES:

White Vendor
 Yellow A/P
 Pink Rec Copy
 Green Originator
 PRINTED 04/30/2019

VENDOR KEY : TEAM REI000
 SHIP DATE : 04/29/2019
 FISCAL YEAR : 2019-2020
 ENTERED BY : FARINTAR002
 ORIGINAL REQ # : 0000017258

VENDOR:
 TEAM REIL CONSTRUCTION
 17421 MARENGO RD
 UNION, IL 60180-9692

SHIP TO:
 COMMUNITY CONSOLIDATED SCHOOL DIST 15
 580 N 1ST BANK DR
 PALATINE, IL 60067

PHONE: (888) 438-7345 FAX: (815) 923-2204
 holly@getreil.com

ATTN: IVY FLEMING

QUANTITY	UNIT	DESCRIPTION OF ITEMS OR MATERIALS	UNIT PRICE	AMOUNT
1	EA	SCOPE OF WORK: JANE ADDAMS PLAYGROUND REPLACEMENT OF THE OLDER AREA PER ATTACHED QUOTE. INCLUDES PLAY STRUCTURE AND INSTALLATION. SOURCEWELL PRICING - MEMBER #12076. ***INSTALLATION TO BE SCHEDULED AFTER JULY 1, 2019*** ACCOUNT SUMMARY (FOR INTERNAL USE) ACCOUNT NUMBER 60E060 2535 5300 01 000000 ACCOUNT AMOUNT 122,456.00	122456.00000	122,456.00
			PAGE TOTAL	122,456.00
			TOTAL	122,456.00

This is a Requisition and not an official Purchase Order.
 The District is not financially responsible for the
 unauthorized purchases made with a Requisition.

Est. 1991
Team REIL Inc.

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17421 Marengo Rd. Union, IL 60180
Ph: 888-GET-REIL Fax: 815-923-2204

EQUIPMENT QUOTATION



Quote No	Quote Date
163407	4/1/2019
Salesperson	
Holly Conroy	

Bill To:	Site Location:
<p>Palatine C.C.S.D. #15 580 N. First Bank Drive</p> <p>Palatine, IL 60067</p> <p>Contact: Ivy Fleming Phone: (847) 963-3000 Fax: (847) 963-7306 Email: _____</p>	<p>Scope of Work Jane Adams Playground Replacement of the older area</p>

Notes:

Description	Qty	Rate/Unit	Amount
Miracle_714-S568 modified	1.00	86,169.00	86,169.00
Ten Spin	1.00	2,399.00	2,399.00
Miracle_Bongo Jungle Climber	1.00	4,663.00	4,663.00
4541W Crossway Climber - Large (Ages 5-12) Sales Flyer Unit	1.00	4,499.00	4,499.00
Crossway Climber - Small (Ages 5-12) Sales Flyer Unit	2.00	2,099.00	4,198.00
Miracle_Bongo Pods	2.00	197.00	394.00
Miracle_Parallel Bars	1.00	487.00	487.00
Miracle_ADA Seat	1.00	1,036.00	1,036.00
SourceWell Coop Discount	1.00	-28,400.00	-28,400.00
Freight Charges	1.00	5,481.00	5,481.00
Total for supply only of playground equipment \$ 80,926.00			
Removal of existing playground equipment footings (equipment removed by KATW)	1.00	5,500.00	5,500.00
Installation of Playground Equipment	1.00	34,280.00	34,280.00
Fibar Wood Safety Surface top off	50.00	75.00	3,750.00

Est. 1991
Team REIL Inc.

SALES • SERVICE • CONSTRUCTION

17421 Marengo Rd. Union, IL 60180
Ph: 888-GET-REIL Fax: 815-923-2204

EQUIPMENT QUOTATION



Quote No	Quote Date
163407	4/1/2019
Salesperson	
Holly Conroy	

Bill To: Palatine C.C.S.D. #15 580 N. First Bank Drive Palatine, IL 60067 Contact: Ivy Fleming Phone: (847) 963-3000 Fax: (847) 963-7306 Email: _____	Site Location: Scope of Work Jane Adams Playground Replacement of the older area
---	--

Notes:

Description	Qty	Rate/Unit	Amount
Installation Discount if purchased under Sourcewell Coop	1.00	-2,000.00	-2,000.00

122,456.00

Sales Tax (If Applicable) 0.00

Quote Total: \$ 122,456.00

The above prices will be in effect for 90 days.

Unless otherwise specified the above prices do not include installation or Sales Tax.

TERMS: For those who have established credit with us

Terms are full payment within 30 days, no retainage, from the date of shipment. Should payment not be received within 30 days, we agree to pay 1 1/2% per month interest on the unpaid balance.

For those who do not have established credit at time of order,

Orders under \$3,000 require payment in full at time of order, all other orders will be 50% down payment with order and balance prior to shipping.

Should the payment not be received within the above terms, we agree to pay all attorneys' fees and other collection costs, which the seller may incur to insure that this account, including any accrued interest is collected in full.

Accepted by:

May 8, 2019



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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

Thomas Edgar, Ph.D.
Executive Director of Assessment, Accountability, and Programs

(847) 963-3106 □ Fax (847) 963-3119
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Dr. Thomas Edgar, Executive Director of Assessments,
Accountability, and Programs

RE: NWEA MAP Annual Renewal Subscription



Please consider and approve the District's annual subscription to the Northwest Evaluation Association (NWEA) for the Measures of Academic Progress (MAP) achievement test. This subscription allows all of our students in grades one to eight to take this test three times a year and on an as-needed basis. District 15 uses the MAP test to monitor progress, inform instruction, and assist with determining appropriate educational program placement for students. Included in the subscription are achievement tests in reading, mathematics in both English and Spanish, ongoing technical support, electronic reports to teachers and administration, and online professional development. Funds for this purchase have been budgeted for in the Department of Instruction 2019-20 budget plan.

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15
PURCHASE REQUISITION

Purchase Req. No.:		Date: 5/8/19		Purchase Order #:	
School: ESC			Deliver to: Community Consolidated SD 15		
Dept: DOI			580 N. 1st Bank Drive		
Program: Assessments			Palatine, IL 60067		
Requested by: Dr. Thomas Edgar			Attention: Dr. Thomas Edgar		
Suggested Vendor: (Name and address)			Comments/Special Instructions:		
NWEA			Date Needed: July 1, 2019		
121 NW Everett Street			Send Attachments		
Portland, OR 97209			Other:		
(503) 444-6437					
Attention: Jami Breslin			Vendor No.:		
Qty.	Unit of Measure	Description:	Estimated Unit Price	Estimated Amount	
9,575	license	MAP Growth Math, Reading, & Language	\$12.50	\$119,687.50	
1,265	license	MAP Growth K-2	\$12.50	\$15,812.50	
TOTAL				\$135,500.00	
Account Number		Amount	Approvals and Authorization		
Department of Instruction Assessment Funds		\$135,500	 Principal or Authorized Employee		
			Approved by		
			_____ Business Administrator/Purchasing Agent		



NWEA
121 NW Everett St
Portland, OR 97209
United States

Invoice #17682

7/01/2019

Bill To

Community Consolidated SD 15
580 N. First Bank Drive
Palatine IL 60067
United States

Amount Due

\$135,500.00

Due Date: 7/31/2019

Partner ID	PO #	Terms	Due Date
2265	as per signed agreement - Thomas Edgar	Net 30	7/31/2019

Quantity	Description	Rate	Amount
9,575	MAP Growth Math, Reading, & Language (incl. English & Spanish)	\$12.50	\$119,687.50
1,265	MAP Growth K-2 (incl. English & Spanish)	\$12.50	\$15,812.50

Subtotal \$135,500.00

Tax \$0.00

Total \$135,500.00

Amount Paid \$0.00

Amount Due \$135,500.00

Prices are listed net of all taxes and additional charge imposed by any local, state, federal or other governmental authorities, including but not limited to all sales and excise taxes, withholding and value added taxes. Subscriber agrees that it is solely responsible for payment of any such assessments.

We accept payment via credit card, wire transfer or a check in US dollars drawn on a US bank. To pay via credit card, please log into the Partner Portal at www.nweaportal.org. You will need the Partner ID above if doing so for the first time. Below is our bank information if you elect to pay via wire transfer:

Beneficiary Bank's ABA: 123002011
Beneficiary Bank's Name: Key Bank
Beneficiary Bank's Address: 1211 SW 5th Ave Suite 577, Portland, OR 97204
Beneficiary's Account Number: 379681088355
Beneficiary's Name: NWEA
Beneficiary Bank's SWIFT Code: KEYBUS33

IMPORTANT: PLEASE INCLUDE THE NAME OF YOUR ORGANIZATION AS IT SHOWS ON THIS DOCUMENT ALONG WITH THE INVOICE NUMBER (INV000xxxxx) ON YOUR BANK TRANSFER. If your bank transfer has no way to include this information, please send us an email so that we know to expect our payment. Otherwise your payment may be applied to an incorrect account.

Phone	Fax	Email	Federal Tax ID
(503) 624-1951	(503) 639-7873	business.operations@nwea.org	#93-0686108



Schedule A

Company Address: 121 NW Everett Street
Portland, OR 97209
License Start Date: 07/01/2019
License End Date: 06/30/2020

Created Date: 04/02/2019
Quote Number: 00014172
Partner ID: 2265

Prepared By: Jami Breslin
Phone: (503) 444-6437
Email: jami.breslin@nwea.org

Contact Name: Thomas Edgar
Phone: (847)963-3000
Email: edgart@ccsd15.net

Bill To Name: Community Consolidated SD
15
Bill To Address: 580 N. First Bank Drive
Palatine, IL 60067

Ship To Name: Community Consolidated SD 15
Ship To Address: 580 N First Bank Dr
Palatine, IL 60067

Product	List Price	Sales Price	Quantity	Total Price	Item Discount
MAP Growth Math, Reading, & Language	\$13.50	\$12.50	9,575	\$119,687.50	-\$9,575.00
MAP Growth K-2	\$13.50	\$12.50	1,265	\$15,812.50	-\$1,265.00

Quote Discount -\$10,840.00

Quote Subtotal \$135,500.00

Estimated Tax \$0.00

Grand Total \$135,500.00

Notes

NWEA Renewal 18-19

Terms and Conditions

This Schedule A is subject to NWEA's terms and conditions located at: <https://legal.nwea.org/>. By signing this Schedule A you agree you have read and understood the terms and agree to them.

If this schedule includes virtually delivered professional learning or workshops, then cancellation is subject to the Virtual Workshop Cancellation Policy: at <http://legal.nwea.org/supplementalterms.html>.

Information about NWEA's collection, use, and disclosure of Student Information can be found here: <https://legal.nwea.org/nwea-privacy-and-security-for-pii.html>

NWEA's W9 can be found at: <https://legal.nwea.org/nwea-w-9.html>

Until this Schedule A is signed, the terms identified here are valid for 90 days from the date above. Please confirm the billing address, or specify changes to your account manager.

Signature

DocuSigned by:

Thomas Edgar

535C6CC62A584A3...

Signature: _____

Printed Name: _____

Thomas Edgar

Date: _____

4/9/2019

Title _____

Assistant Superintendent

May 8, 2019



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Community Consolidated School District 15

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 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: May 8, 2019

TO: Board of Education

FROM: Matthew J. Barbini, Ed.D., Deputy Superintendent
 David Kuechenberg, Manager of Technology Services

RE: RFP Award #19-021 Analog-to-Digital Radio Refresh



On March 1, 2019, the District requested proposals for the purchase of five hundred and three (503) Motorola digital radios and options. This was publicized in the Daily Herald and on the District Website.

This important safety initiative originated from the D15 Safety Committee to investigate refreshing 8+ year old radios that had issues with poor analog reception in certain areas of the school buildings and increasing issues with functionality and battery life. Upgrading from analog to digital greatly increases radio signal quality and reliability. This solution also includes using an intelligent 6-port charging station to charge the radios when not in use allowing the devices to report-in for any preventative maintenance issues. District Administrators, the Department of Technology Services, CARE personnel and four (4) building Principals met throughout the year to review, plan and recommend a solution that will be launched in the fall of 2019.

Per the Illinois School Code, ***contracts for data processing equipment, software, or services and telecommunications and interconnect equipment, software and services*** are exempt from the bid process. Motorola radios were specified in the RFP due to their proven reliability and performance in the District. Also, the Environmental Services Department is currently equipped with twenty-two (22) radio-enabled maintenance trucks that would not need to be replaced. The RFP was requested to provide the best possible pricing for Motorola radios.

Six (6) vendors responded to the District's RFP #19-021 on March 20, 2019: United Radio Communications, Ventronics Inc., Voceon Digital Radio Communications, Illinois Communications Sales, Inc., Communications Direct, Inc., and Chicago Communications, LLC. A breakdown of pricing associated with each vendor is summarized at the end of the memo.

The Administration is recommending that United Radio Communications, located in Bridgeview, IL, be awarded the RFP for the District's Digital Radio Refresh for Motorola XPR 3300e radios and options as the vendor with the lowest pricing that met all bid specifications. Voceon Digital Radio Communications was the lowest bidder responding with a Hytera product. Communications Direct, Inc. did not meet bid specifications for the requested repeater components which is why the District did not award the bid to this vendor.

This recommendation was originally brought to the Board of Education on April 10, 2019. The Board of Education did not act on the recommendation on April 10, 2019 as it was determined that additional review was needed following public comment made by a representative from Voceon Digital Radio Communications at the meeting on April 10, 2019.

After additional review, the Administration is continuing to recommend that the Board of Education award the bid for the radios and requested options to United Radio Communications of Bridgeview, IL in the amount of \$242,399.28. This will be an expenditure of the 2018-19 Education Fund. Sixty (60) radios and seventeen (17) wall mounted chargers will be used for CARE and purchased with CARE funds.

This decision is based on the following factors:

- Litigation has occurred between Motorola and Hytera regarding Hytera infringing on Motorola patents resulting in certain Hytera two-way radios being banned from importation into the U.S.;
- The federal government has banned some Hytera products from use in federal agencies;
- Concerns that any potential future litigation and/or bans by the federal government on Hytera products could limit the district's ability to appropriately support and/or service these devices;
- District legal counsel advised that the Board may accept the Motorola solution and award the bid to United Radio Communications of Bridgeview, IL because there is a rational basis, based on the factors identified above, on which to award the contract to United Radio Communications and, moreover, the equipment is not subject to the competitive bid requirements of the School Code.

Technology Funds	CARE Funds	Total
\$213,210.54	\$29,188.74	\$242,399.28

The above pricing does not include the promotional rebate offer: Motorola Solutions has extended their School Safety Communications Promotion through June 30, 2019 and is offering a \$25 per radio rebate for a total of \$12,575 back to the district.

Total Project Cost to the District:

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
Motorola Radios	503	\$361.75	\$181,960.25
Chargers	100	\$426.35	\$42,635.00
Wall Mount	100	\$13.87	\$1,387.00
IMPRES Interface	40	\$60.16	\$2,406.40
IMPRES License Key	2	\$328.06	\$656.12
Repeater	1	\$11,550.71	\$11,550.71
Extra Battery	10	\$67.00	\$670.00
Program Cable	12	\$17.40	\$208.80
Server Installation	1	\$480.00	\$480.00
CDF Reprogramming	1	\$445.00	\$445.00
Total Cost			\$242,399.28

This expenditure to support the purchase Motorola radios and options is built into the Department of Technology Services 2018-19 budget.

United Radio Communications	Motorola Radios	503	\$361.75	\$181,960.25
	Chargers	100	\$426.35	\$42,635.00
	Wall Mounts	100	\$13.87	\$1,387.00
	IMPRES Interface	40	\$60.16	\$2,406.40
	IMPRES License Key	2	\$328.06	\$656.12
	Repeater	1	\$11,550.71	\$11,550.71
	Extra Battery	10	\$67.00	\$670.00
	Programming Cable	12	\$17.40	\$208.80
	CDF Reprogramming	1	\$445.00	\$445.00
	Server Installation	1	\$480.00	\$480.00
	TOTAL			\$242,399.28
Chicago Communications, LLC	Motorola Radios	503	\$375.00	\$188,625.00
	Chargers	100	\$457.00	\$45,700.00
	Wall Mounts	100	\$16.00	\$1,600.00
	IMPRES Interface	40	\$64.00	\$2,560.00
	IMPRES License Key	2	\$352.00	\$704.00
	Repeater	1	\$11,891.00	\$11,891.00
	Extra Battery	10	\$68.75	\$687.50
	Programming Cable	12	\$16.67	\$200.04
	CDF Reprogramming	1	\$920.00	\$920.00
	Server Installation	1	\$420.00	\$420.00
	TOTAL			\$253,307.54

Communications Direct, Inc.	Motorola Radios	503	\$364.40	\$183,293.20
	Chargers	100	\$429.58	\$42,958.00
	Wall Mounts	100	\$13.87	\$1,387.00
	IMPRES Interface	40	\$60.16	\$2,406.40
	IMPRES License Key	2	\$328.06	\$656.12
	Repeater	1	\$6,003.00	\$6,003.00
	Extra Battery	10	\$64.33	\$643.30
	Programming Cable	12	\$15.40	\$184.80
	CDF Reprogramming	included	included	included
	Server Installation	included	included	included
	TOTAL			\$237,531.82
Illinois Communications Sales, Inc.	Motorola Radios	503	\$356.00	\$179,068.00
	Chargers	100	\$419.00	\$41,900.00
	Wall Mounts	100	\$28.50	\$2,850.00
	IMPRES Interface	40	\$59.00	\$2,360.00
	IMPRES License Key	2	\$320.00	\$640.00
	Repeater	1	\$10,175.00	\$10,175.00
	Extra Battery	10	\$71.00	\$710.00
	Programming Cable	12	\$15.00	\$180.00
	CDF Reprogramming	included	included	included
	Server Installation	1	\$8,400.00	\$8,400.00
	TOTAL			\$246,283.00

Voceon Digital Radio Communications	Hytera Radios	503	\$302.70	\$152,258.10
	Chargers	100	\$234.00	\$23,400.00
	Wall Mounts	100	\$51.48	\$5,148.00
	IMPRES Interface	n/a	n/a	n/a
	IMPRES License Key	n/a	n/a	n/a
	Repeater	1	\$3,419.19	\$3,419.19
	Extra Battery	10	\$60.06	\$600.60
	Programming Cable	10	\$25.34	\$253.40
	CDF Reprogramming	25	\$60.00	\$1,500.00
	Server Installation	n/a	n/a	n/a
	TOTAL			\$186,579.29
Ventronics Inc.	Kenwood Radios	503	\$395.00	\$198,685.00
	Chargers	100	\$457.60	\$45,760.00
	Wall Mounts	n/a	n/a	n/a
	IMPRES Interface	n/a	n/a	n/a
	IMPRES License Key	n/a	n/a	n/a
	Repeater	1	\$7,800.00	\$7,800.00
	Extra Battery	10	\$97.50	\$975.00
	Programming Cable	12	\$110.00	\$1,320.00
	CDF Reprogramming	25	\$10.00	\$250.00
	Server Installation	1	\$500.00	\$500.00
	TOTAL			\$255,290.00



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Michael Adamczyk
 Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO
 Ivy Fleming, Budget & Purchasing Coordinator

RE: Action Item – Bid #19-026 Interior Bus Cleaning Services



Background

Bid #19-026 – Interior Bus Cleaning Services – was published in the Daily Herald and posted on the District's website on March 20, 2019. Two bids were sent out, and three bids were received back.

The Transportation Department maintains an annual schedule to deep clean approximately 162 buses. This bid is for a three-year contract.

Results

Vendors	Total Bid Award
A&A Integrated Services, Lombard, IL	\$99,090.00
Fleetwash, Inc., North Aurora, IL	\$23,450.28
Multisystem Management, Schaumburg, IL	\$115,500.00

Recommendation

It is recommended the Board of Education award the bid to Fleetwash, Inc., North Aurora, IL for a total amount of \$23,450.28. The recommendation is based on lowest vendor meeting bid specifications.

The interior bus cleaning is budgeted in the 2019-20 Transportation budget. If both the contractor and the school district agree to the terms set forth in the contract, the contract may be renewed at the same cost for an additional two years.

Bid documents are available for review in the Business Office.



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Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019
TO: Board of Education
FROM: Michael Adamczyk, CSBO
Ivy Fleming, Budget & Purchasing Coordinator
RE: Action Item – Bid #19-027 Taxi Services for Student Transportation



Background

Bid #19-027 – Taxi Services for Student Transportation – was published in the Daily Herald and posted on the District's website on March 20, 2019. Bids were sent to four vendors, and four bids were received back.

The District's current practice is to post specifications for all open bids on its website. Due to the nature of this bid, some information had to be redacted for public posting. Two vendors retrieved documents from the website and submitted bids using the incomplete information, which caused a wide disparity in the pricing submitted. The Purchasing Department is working with the Communications Department to create a practice that will eliminate this in the future.

Recommendation

Due to the disparity of pricing submitted, it is recommended that the Board of Education reject Bid #19-027 Taxi Services and re-bid for an award at the June BOE meeting. This will give the District the opportunity to solicit more competitive pricing for taxi services.

Bid documents are available for review in the Business Office.



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Palatine, IL 60067-8110

Matthew J. Barbini, Ed.D.
Deputy Superintendent of Schools

(847) 963-3000 • Fax (847) 963-3200
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Matthew J. Barbini, Ed.D., Deputy Superintendent
David Kuechenberg, Manager of Technology Services

RE: RFP Award #19-028 School Office Desktop Computers and Options



The District requested a proposal for the purchase of 88 school office desktop computers with options. This is a planned refresh for Secretaries, Clericals, Head Custodians, and Nurses to replace devices that are five years old. The replaced units will be distributed to the Learning Resource Centers in the schools as Follett check-out machines. The District publicized this in the Daily Herald and on the District Website on March 25, 2019.

Bid specifications were emailed to thirty eight vendors. Eight (8) vendors responded to the District's RFP #19-028 for office desktop computers on March 3, 2019: Sentinel Technologies, Inc., Riverside Technologies, Inc., The Horus Group, LLC, Hypertec USA Inc. (Hypertec Direct), Ace Computers, Arlington Computer Products, Troxell Communications, Inc., AKA Comp Solutions, Inc. Riverside Technologies, Inc. responded with two different models, one of which did not meet specification. A breakdown of pricing associated with each vendor is located at the end of the memo.

- The administration is recommending that Sentinel Technologies, Inc., located in Downers Grove, IL, be awarded the RFP for the District's office computer purchase for the HP ProDesk 600 G4 SFF PC. The desktop computer provided by Sentinel Technologies, Inc. meets all specifications. Sentinel Technologies, Inc., is also the lowest responsible bidder. Award recommendation is based on lowest responsible bidder meeting specifications.

This expenditure and future expenditures to support the office desktop refresh initiative is built into the Department of Technology Services budget on a 5-year basis. The Technology Services Department is currently certified for HP warranty repair. This will be an expenditure of the 2018-19 Education Fund.

The costs associated with this recommended purchase are broken down below:

Total Project Cost to the District:

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
HP ProDesk 600 G4 SFF PC	88	\$690.00	\$60,720.00
Display Port to DVI connector	176	included	\$0.00
Total Cost			\$60,720.00

Vendor Pricing:

Sentinel Technologies, Inc.	HP ProDesk 600 G4 SFF PC	88	\$690.00	\$60,720.00
	Display Port to DVI connector	176	included	\$0.00
	TOTAL			\$60,720.00

Riverside Technologies, Inc.	Lenovo Desktop TC M720s	88	\$669.00	\$58,872.00
	Display Port to DVI connector	176	\$26.00	\$4,576.00
	TOTAL			\$63,448.00

The Horus Group, LLC	Dell w/mem upgrade 4GB 1RX16 DDR4 UDIMM MEM 2666MHZ	88	\$1,466.41	\$129,044.08
	Display Port to DVI connector	176	\$52.49	\$9,238.24
	TOTAL			\$138,282.32

Hypertec USA Inc. (Hypertec Direct)	HP ProDesk 600 G4 Small Form Factor PC	88	\$719.17	\$63,286.96
	Display Port to DVI connector	176	included	\$0.00
	TOTAL			\$63,286.96

Arlington Computer Products	Lenovo Thinkstation	88	\$873.43	\$76,861.84
	Display Port to DVI connector	176	\$7.26	\$1,277.76
	TOTAL			\$78,139.60

Ace Computers	Ace Computers - Vision X2B360SS	88	\$704.67	\$62,010.96
	Display Port to DVI connector	176	included	\$0.00
	TOTAL			\$62,010.96

Troxell Communications, Inc.	Acer	88	\$677.19	\$59,592.72
	Display Port to DVI connector	176	\$6.44	\$1,133.44
	2-3 year Warranty	88	\$10.94	\$962.72
	TOTAL			\$61,688.88

AKA Comp Solutions, Inc.	HP	88	\$946.56	\$83,297.28
	Display Port to DVI connector	176	included	\$0.00
	TOTAL			\$83,297.28



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Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019
TO: Board of Education
FROM: Michael Adamczyk, CSBO
Ivy Fleming, Budget & Purchasing Coordinator
RE: Action Item – Bid #19-029 Sanitation Restoration



Background

Bid #19-029 – Sanitation Restoration – was published in the Daily Herald and posted on the District's website on April 9, 2019. Bid documents were made available through IMEG Corp. on April 9, 2019 with a deposit fee of \$30.00. IMEG Corp. prepared the plans, specifications, and estimates for this project. Five bids were received back.

The current piping at Plum Grove Jr. High is obstructed by roots and failing.

Recommendation

It is recommended that the Board of Education award the bid to DiMeo Brothers, Inc., Elk Grove Village, IL in the amount of \$54,955.00. These funds are budgeted in the FY20 Capital Projects Fund.

Bid documents are available for review in the Business Office.



April 30, 2019

Michael M Adamczyk, SFO
Comm. Consolidated School District 15
580 N. 1st Bank Drive
Palatine, Illinois 60067

RE: Plum Grove Jr. High Sanitation Restoration
IMEG #18001559.00

Dear Michael:

Bids were opened and read for the above referenced project at 11:30 A.M. on April 24, 2019 and Concept Plumbing was the low bidder with a Base Bid of \$47,547.00. DiMeo Brothers, Inc. was second with a Base Bid \$54,995.00, bid tabulation is attached.

Both companies are reputable and capable of completing the work. In checking referrals, it was discovered that Concept Plumbing had several projects last year that were not completed on time and had subcontractor issues. DiMeo Brothers, Inc. projects were completed on time. This project is located in a play area therefore timely completion is important.

We, therefore, recommend awarding the Base Bid to DiMeo Brothers, Inc. in the amount of \$54,955.00.

Sincerely,

A handwritten signature in blue ink, appearing to read "Harlan M. Doland".

Harlan M. Doland, PE, PLS
Senior Principal / Client Executive
harlan.m.doland@imegcorp.com

HMD/rlk
Document7

TABULATION OF BIDS COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15 PLUM GROVE JR. HIGH SANITATION RESTORATION IMEG PROJECT NO. 18001559.00 TUESDAY APRIL 24, 2019 11:30AM		Concept Plumbing 554 W. Wood Street Palatine, IL 60067	DiMeo Bros. Inc. 720 Richard Ln Elk Grove, IL 60007	Performance Const. 217 John St. Plano, IL 60548	Mauro Sewer Const. 1251 Redeker Rd. DesPlaines, IL 60016	Vian Construction 1041 Martha Elk Grove, IL 60007
Item No.	Items	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
1	BASE BID	\$47,547.00	\$54,955.00	\$58,800.00	\$59,877.00	\$61,138.00

CERTIFIED TO BE A TRUE AND CORRECT COPY OF BIDS RECEIVED

IMEG CORPORATION
4850 GRAND AVENUE, GURNEE, IL 60031
847-336-7100



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Palatine, IL 60067-8110

Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019
TO: Board of Education
FROM: Michael Adamczyk, CSBO
Ivy Fleming, Budget & Purchasing Coordinator
RE: Action Item – Bid #19-030 Asbestos Abatement



Background

Bid #19-030 – Asbestos Abatement – was published in the Daily Herald and posted on the District's website on April 5, 2019. Bid documents were made available through Midwest Environmental Consulting Services, Inc. on April 11, 2019 at the mandatory pre-bid meeting with a deposit fee of \$100.00. Seven bids were received back.

Midwest Environmental Consulting Services, Inc. prepared plans, specifications, and estimates for the asbestos abatement project at Virginia Lake Elementary School.

Recommendation

It is recommended that the Board of Education award the bid to ARC Environmental, Inc., Chicago, IL in the amount of \$157,000.00. The award is based on lowest vendor meeting bid specifications. These funds are budgeted in the FY20 Capital Projects Fund.

Bid documents are available for review in the Business Office.

Midwest Environmental Consulting Services, Inc.

Consultants ◀ Engineers ◀ Scientists

April 18, 2019

Palatine CCSD #15
580 N. First Bank Drive
Palatine, IL 60067

Attention: Craig Phillips, Manager of Environmental Services

Subject: **Asbestos Bid Review for Palatine CCSD #15**
Project Location: **Virginia Lake Elementary School**
Address: **925 N. Glenn Drive**
Palatine, IL 60074
MEC Project #: **19-01-051-PD**

Dear Mr. Phillips;

On Thursday, April 18, 2019, bids for asbestos removal were opened by Midwest Environmental Consulting Services, Inc. (MEC). A summary of the bids are as follows:

Company	Base Bid
ARC Environmental, Inc.	\$157,000.00
Kinsale Contracting Group, Inc.	\$165,285.00
Colfax Corporation	\$205,000.00
Cove Remediation, LLC	\$228,000.00
Abel Plus Services, Inc.	\$229,000.00
High Efficiency Professional Abatement, Inc.	\$257,300.00
Galaxy Environmental, Inc.	\$353,600.00

Based on my discussion with ARC Environmental, Inc. today, they expressed that they understand the project and the entire scope of work. All information requested by the bid document was supplied. After our review of all information, ARC Environmental, Inc. has submitted the lowest responsible bid for Palatine CCSD #15.

If you have any questions, please feel free to contact the undersigned at 630-553-3989.

Best Regards,
Midwest Environmental Consulting Services, Inc.



Brandon M. Gorte, P.E.
Environmental Engineer

Yorkville Location

2551 N. Bridge St.
Yorkville, IL 60560

P: (630) 553-3989
F: (630) 553-3990

Peoria Location

3100 N. Knoxville Ave.
Suite 204

Peoria, IL 61603
P: (309) 621-4680
F: (309) 621-4690

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15
INVESTMENT SUMMARY
APRIL 2019**

INV#	FUND	BANK	RATE	PURCHASE DATE	MATURITY DATE	COST	TYPE
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
FY1904	Multiple	PMA(Brookline Bank)	2.42%	4/3/2019	1/14/2020	245,300	CD
FY1905	Multiple	PMA(Servisfirst Bank)	2.43%	4/3/2019	1/14/2020	245,000	CD
FY1906	Multiple	PMA(Landmark Comm.)	2.44%	4/3/2019	1/14/2020	240,800	CD
FY1907	Multiple	PMA(Private Bank MI)	2.49%	4/3/2019	8/27/2020	241,400	CD
FY1908	Multiple	PMA(Pacific Western)	2.52%	4/3/2019	8/27/2020	241,100	CD
FY1909	Multiple	PMA(1st Internet Bank of IN)	2.49%	4/3/2019	8/27/2020	241,400	CD
FY1910	Multiple	PMA(Western Alliance)	2.48%	4/3/2019	8/27/2020	241,500	CD
FY1911	Multiple	PMA(Sonabank)	2.49%	4/3/2019	8/27/2020	241,300	CD
FY1912	Multiple	BMO Harris	2.39%	4/4/2019	10/30/2019	5,000,000	CD
FY1913	Multiple	BMO Harris	2.39%	4/4/2019	11/14/2019	5,000,000	CD
FY1914	Multiple	BMO Harris	2.39%	4/4/2019	12/12/2019	5,000,000	CD
FY1915	Multiple	JP Morgan	2.37%	4/4/2019	11/15/2019	5,000,000	US-Treasury
FY1916	Multiple	JP Morgan	2.37%	4/4/2019	1/15/2020	5,000,000	US-Treasury
FY1917	Multiple	PMA(Bank of China)	2.45%	4/11/2019	10/10/2019	5,000,000	CDARs
FY1918	Multiple	PMA(Bank of China)	2.53%	4/11/2019	4/9/2020	5,000,000	CDARs

Total Investments \$ 48,425,800

**TREASURER'S REPORT
APRIL 2019**

Agenda Item No. 19-531B
May 8, 2019

FUND	RECONCILED CASH* BALANCE 3/31/2019	APRIL RECEIPTS	YTD RECEIPTS	APRIL EXPENDITURES	YTD EXPENDITURES	CASH BALANCE 4/30/2019 (NOT RECONCILED)
EDUCATIONAL	\$ 73,330,466.05	\$ 5,846,233.31	\$ 119,138,427.73	\$ 10,721,464.84	\$ 95,499,542.12	\$ 68,455,234.52
OPERATIONS & MAINT.	4,485,700.81	250,556.96	18,840,125.37	971,834.95	17,704,826.90	3,764,422.82
DEBT SERVICE FUND	3,557,205.36	69,035.77	5,583,384.81	-	5,168,750.00	3,626,241.13
TRANSPORTATION	5,114,277.04	1,261,461.53	6,613,671.15	834,688.25	7,768,492.47	5,541,050.32
IMRF	1,165,851.54	26,549.13	2,274,024.79	167,603.54	1,968,036.06	1,024,797.13
SOCIAL SECURITY	3,082,899.79	31,549.13	2,731,591.66	241,161.98	2,196,909.15	2,873,286.94
CAPITAL PROJECTS	(122,211.81)	-	8,688,139.91	25,200.00	4,738,953.14	(147,411.81)
WORKING CASH	114,873.30	12.15	1,894.95	-	-	114,885.45
TORT IMMUNITY	118,451.30	17,170.83	1,325,527.98	21,826.25	1,572,741.46	113,795.88
FIRE PREVENTION, SAFETY	18,861.71	1.99	1,863.70	-	-	18,863.70
TOTALS	\$ 90,866,375.09	\$ 7,502,570.80	\$ 165,198,652.05	\$ 12,983,779.81	\$ 136,618,251.30	\$ 85,385,166.08

RECONCILED BANK & ACCOUNT TOTALS AS OF MARCH 31, 2019

ISDLAF/PMA	\$ 22,849,328.53	
ISDLAF/PMA CD'S	1,488,000.00	
ILLINOIS FUNDS	1,037,979.14	
IMPREST	19,589.37	
BMO HARRIS LOCKBOX	76,873.21	
BMO HARRIS WORK COMP	88,369.58	
BMO HARRIS GENERAL	5,181,270.92	
BMO HARRIS CD'S	10,000,000.00	
BANK OF BARRINGTON	1,550,787.20	
PMA	-	
PMA (CITIBANK SDA)	13,936,741.52	
PMA (Preferred Bank SDA)	20,022,821.99	
PMA (Ozarks Bank SDA)	8,402,147.99	
PMA	-	
JP MORGAN CHASE	1,270,796.20	INTEREST EARNED THIS MONTH \$ 78,376.23
PETTY CASH	4,275.00	
JP MORGAN (US Treasury)	4,937,394.44	
PMA	-	INTEREST EARNED YEAR-TO-DATE \$ 1,160,431.81
	<u>\$ 90,866,375.09</u>	

DIFFERENCE -

*Unaudited cash balance

Agenda Item No. 19-531C
May 8, 2019

Apr-19

PAY DATE	EDUCATION FUND	O&M FUND	TRANSPORTATION FUND	IMRF FUND	SOCIAL SECURITY FUND	TEACHERS' RETIREMENT	THIS	TOTAL BY PAY PERIOD
4/15/19								
Regular Payroll	\$ 3,944,374.34	\$ 202,332.96	\$ 192,756.10	\$ 80,189.45	\$ 117,382.00	\$ 19,271.19	\$ 30,576.38	\$ 4,586,882.42
4/30/19								
Regular Payroll	\$ 3,953,021.88	\$ 202,444.39	\$ 269,051.97	\$ 87,623.20	\$ 123,893.71	\$ 19,407.58	\$ 30,780.65	\$ 4,686,223.38
TOTAL PAYROLL	\$ 7,897,396.22	\$ 404,777.35	\$ 461,808.07	\$ 167,812.65	\$ 241,275.71	\$ 38,678.77	\$ 61,357.03	\$ 9,273,105.80
TOTAL PAYROLL PROCESSED IN (APRIL).....								
								\$ 9,273,105.80

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 May 8, 2019 and you are requested to issue checks for the same.

PRESIDENT

SECRETARY

VOUCHER NO.'S 297407 - 297532
ACH NO. 'S 181900917 - 181900936
(CHECK REGISTERS ATTACHED)

HARRIS BANK

10 EDUCATION FUND	\$	570,661.94
20 OPERATIONS & MAINTENANCE FUND	\$	120,978.63
40 TRANSPORTATION FUND	\$	46,033.36
60 CAPITAL PROJECTS FUND	\$	25,200.00
80 TORT IMMUNITY/JUDGEMENT	\$	-
30 DEBT SERVICE FUND	\$	-
97 STUDENT ACTIVITY FUND	\$	1,393.71
TOTAL	\$	764,267.64

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date Stmt Date
AP	HARRIS BANK					
297407	AL ROOFI000	AL ROOFING COMPANY	R	04/11/2019	\$25,200.00	04/11/2019
297408	SPORTDEC000	SPORTDECALS	R	04/11/2019	\$966.75	04/11/2019
297409	ACCURATE000	ACCURATE DOCUMENT DESTRUC	R	04/11/2019	\$236.57	04/11/2019
297410	AL WARRE000	AL WARREN OIL CO INC	R	04/11/2019	\$35,775.60	04/11/2019
297411	ALL AMER001	ALL AMERICAN POLY	R	04/11/2019	\$7,270.00	04/11/2019
297412	AMAZON W000	AMAZON WEB SERVICES	R	04/11/2019	\$212.20	04/11/2019
297413	AMERICAN034	AMERICAN HEART ASSOCIATIO	R	04/11/2019	\$737.50	04/11/2019
297414	AMPLIFIE000	AMPLIFIED IT	R	04/11/2019	\$6,500.00	04/11/2019
297415	ASSURED 000	ASSURED HEALTHCARE	R	04/11/2019	\$1,625.46	04/11/2019
297416	AT&T 000	AT&T	R	04/11/2019	\$6,190.18	04/11/2019
297417	AT&T 000	AT&T	R	04/11/2019	\$18,220.57	04/11/2019
297418	BILTMORE000	BILTMORE REFRIGERATION SE	R	04/11/2019	\$3,280.00	04/11/2019
297419	BLICKDIC000	BLICK ART MATERIALS	R	04/11/2019	\$135.12	04/11/2019
297420	BRAKE AL000	BRAKE ALIGN PARTS & SERVI	R	04/11/2019	\$1,117.55	04/11/2019
297421	BUREAU O000	BUREAU OF EDUCATION & RES	R	04/11/2019	\$269.00	04/11/2019
297422	CDW GOVE001	CDW GOVERNMENT	R	04/11/2019	\$26,356.00	04/11/2019
297423	CENTRAL 010	CENTRAL ILLINOIS TRUCKS I	R	04/11/2019	\$426.36	04/11/2019
297424	CHICAGO 009	CHICAGO OFFICE TECH GROUP	R	04/11/2019	\$2,217.80	04/11/2019
297425	CHILD'S 000	CHILD'S VOICE SCHOOL	R	04/11/2019	\$5,190.40	04/11/2019
297426	CINTAS F001	CINTAS FIRST AID & SAFETY	R	04/11/2019	\$146.24	04/11/2019
297427	CITY OF 000	CITY OF ROLLING MEADOWS	R	04/11/2019	\$9,909.17	04/11/2019
297428	COMMERCI000	COMMERCIAL FOOD SYSTEMS I	R	04/11/2019	\$539.40	04/11/2019
297429	COMPLETE001	COMPLETE HOOD SERVICE	R	04/11/2019	\$395.00	04/11/2019
297430	COMPUTER000	COMPUTER INFORMATION CONC	R	04/11/2019	\$5,400.00	04/11/2019
297431	CPI 000	CPI	R	04/11/2019	\$150.00	04/11/2019
297432	CROWN TR000	CROWN TROPHY	R	04/11/2019	\$255.61	04/11/2019
297433	CUMBERLA001	CUMBERLAND THERAPY SERVIC	R	04/11/2019	\$2,205.00	04/11/2019
297434	DEFRANCO000	DEFRANCO PLUMBING	R	04/11/2019	\$1,601.53	04/11/2019
297435	DESPROB003	DESPRAT, ROBERTA	R	04/11/2019	\$112.83	04/11/2019
297436	DREISILK001	DREISILKER ELECTRIC MOTOR	R	04/11/2019	\$1,399.00	04/11/2019
297437	EDWARD D001	EDWARD DON & COMPANY LLC	R	04/11/2019	\$158.82	04/11/2019
297438	EMC PUBL001	EMC PUBLISHING LLC	R	04/11/2019	\$128.17	04/11/2019
297439	FOLLETT 009	FOLLETT SCHOOL SOLUTIONS	C	04/11/2019	\$0.00	04/11/2019 04/11/2019
297440	FOLLETT 009	FOLLETT SCHOOL SOLUTIONS	R	04/11/2019	\$4,560.76	04/11/2019
297441	GENERAL 006	GENERAL PARTS LLC	R	04/11/2019	\$290.00	04/11/2019
297442	GENERAL 008	GENERAL MECHANICAL SERVIC	R	04/11/2019	\$38,431.93	04/11/2019
297443	GET FRES000	GET FRESH PRODUCE INC	R	04/11/2019	\$1,464.44	04/11/2019
297444	GO-BOX 000	GO-BOX	R	04/11/2019	\$5,148.64	04/11/2019
297445	GOPHER S000	GOPHER SPORT	R	04/11/2019	\$1,658.11	04/11/2019
297446	GORDON F000	GORDON FLESCH CO INC	R	04/11/2019	\$286.32	04/11/2019
297447	GRAYBAR 000	GRAYBAR ELECTRIC	R	04/11/2019	\$427.94	04/11/2019
297448	GUCWAPAW000	GUCWA, PAWEL	R	04/11/2019	\$71.07	04/11/2019
297449	HEINEMAN000	HEINEMANN	R	04/11/2019	\$6,474.60	04/11/2019
297450	ILLINI P000	ILLINI POWER PRODUCTS	R	04/11/2019	\$1,275.00	04/11/2019
297451	INTEGRAT002	INTEGRATED SYSTEMS CORP	R	04/11/2019	\$2,710.00	04/11/2019
297452	INTEGRIT000	INTEGRITY SCHOOLS	R	04/11/2019	\$729.00	04/11/2019
297453	INTERSTA000	INTERSTATE BATTERY SYS OF	R	04/11/2019	\$309.00	04/11/2019
297454	INTERSTA001	INTERSTATE POWER SYSTEMS	R	04/11/2019	\$1,119.30	04/11/2019
297455	ITOUCHBI000	ITOUCHBIOMETRICS LLC	R	04/11/2019	\$547.40	04/11/2019
297456	ITR SYST000	ITR SYSTEMS	R	04/11/2019	\$28,765.00	04/11/2019
297457	JC LICHT000	JC LICHT LLC	R	04/11/2019	\$110.62	04/11/2019
297458	JEFFREY 000	JEFFREY ELEVATOR COMPANY	R	04/11/2019	\$6,110.49	04/11/2019

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
*****Continued*****						
297459	JOHNSON 000	JOHNSON CONTROLS SECURITY	R	04/11/2019	\$293.48	04/11/2019
297460	JW PEPPE000	JW PEPPER & SON INC	R	04/11/2019	\$289.98	04/11/2019
297461	KEYSTONE001	KEYSTONE AUTOMOTIVE INDUS	R	04/11/2019	\$259.57	04/11/2019
297462	KLACZDAV000	KLACZEK, DAVID	R	04/11/2019	\$240.00	04/11/2019
297463	KOEPPSUS000	KOEPL, SUSAN M.	R	04/11/2019	\$39.99	04/11/2019
297464	LEACH EN000	LEACH ENTERPRISES INC	R	04/11/2019	\$260.88	04/11/2019
297465	LECHNER 000	LECHNER AND SONS INC	R	04/11/2019	\$410.14	04/11/2019
297466	MAIERMAR000	MAIER, MARGOT	R	04/11/2019	\$165.00	04/11/2019
297467	METAPHRA000	METAPHRASIS LANGUAGE AND	R	04/11/2019	\$277.98	04/11/2019
297468	MF ATHLE001	MF ATHLETIC	R	04/11/2019	\$1,695.00	04/11/2019
297469	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	R	04/11/2019	\$1,495.80	04/11/2019
297470	MJ SPORT000	MJ SPORTS	R	04/11/2019	\$346.94	04/11/2019
297471	MOOREJEN001	MOORE, JEN	R	04/11/2019	\$38.95	04/11/2019
297472	MORE THA000	MORE THAN WORDS INTERPRET	R	04/11/2019	\$888.03	04/11/2019
297473	MUSIC & 000	MUSIC & ARTS CENTERS ATTN	R	04/11/2019	\$878.98	04/11/2019
297474	MUSIC IS000	MUSIC IS ELEMENTARY	R	04/11/2019	\$320.00	04/11/2019
297475	NAPA OF 000	NAPA OF PALATINE	R	04/11/2019	\$942.72	04/11/2019
297476	NICOR GA002	NICOR GAS	R	04/11/2019	\$39.17	04/11/2019
297477	NORTHWES014	NORTHWEST TRUCKS INC	R	04/11/2019	\$87.49	04/11/2019
297478	NORTHWES023	NORTHWESTERN MEDICINE	R	04/11/2019	\$123.58	04/11/2019
297479	NSSEO 000	NSSEO	R	04/11/2019	\$50.00	04/11/2019
297480	PADDOCK 002	PADDOCK PUBLICATIONS INC	R	04/11/2019	\$51.30	04/11/2019
297481	PALATINE007	PALATINE PARK DISTRICT	R	04/11/2019	\$4,804.13	04/11/2019
297482	PALOS SP000	PALOS SPORTS INC	R	04/11/2019	\$2,764.75	04/11/2019
297483	PARTNERS000	PARTNERS FOR OUR COMMUNIT	R	04/11/2019	\$8,242.50	04/11/2019
297484	PLANK RO000	PLANK ROAD PUBL INC/MUSIC	R	04/11/2019	\$289.56	04/11/2019
297485	POSTAL S001	POSTAL SOURCE	R	04/11/2019	\$2,659.95	04/11/2019
297486	PROWARE 000	PROWARE / AC DYNA-TITE	R	04/11/2019	\$904.99	04/11/2019
297487	RIVERSID003	RIVERSIDE TECHNOLOGIES IN	R	04/11/2019	\$4,700.00	04/11/2019
297488	ROSINBOG000	ROSINSKI, BOGUSLAW	R	04/11/2019	\$71.07	04/11/2019
297489	RUSH TRU002	RUSH TRUCK CENTER GRAYSLA	R	04/11/2019	\$1,696.20	04/11/2019
297490	SAMS CLU000	SAMS CLUB DIRECT	R	04/11/2019	\$72.18	04/11/2019
297491	SCHOOL D000	SCHOOL DISTRICT 54 /SCHAU	R	04/11/2019	\$316,626.89	04/11/2019
297492	SCHOOL S000	SCHOOL SPECIALTY INC	R	04/11/2019	\$2,187.72	04/11/2019
297493	SEPTRAN 000	SEPTRAN	R	04/11/2019	\$1,881.04	04/11/2019
297494	SHARP WE000	SHARP WEAR INC	R	04/11/2019	\$734.94	04/11/2019
297495	SHERWIN 000	SHERWIN ACE HARDWARE	R	04/11/2019	\$320.83	04/11/2019
297496	SHERWIN-000	SHERWIN-WILLIAMS	R	04/11/2019	\$277.35	04/11/2019
297497	SMITHERE000	SMITHEREEN EXTERMINATING	C	04/11/2019	\$0.00	04/11/2019
297498	SMITHERE000	SMITHEREEN EXTERMINATING	C	04/11/2019	\$0.00	04/11/2019
297499	SMITHERE000	SMITHEREEN EXTERMINATING	R	04/11/2019	\$693.00	04/11/2019
297500	SOCIAL T000	SOCIAL THINKING	R	04/11/2019	\$431.99	04/11/2019
297501	SOLARWIN000	SOLARWINDS INC	R	04/11/2019	\$2,057.00	04/11/2019
297502	SONOVA U000	SONOVA USA INC / PHONAK	R	04/11/2019	\$1,234.98	04/11/2019
297503	SPRING-A000	SPRING-ALIGN	R	04/11/2019	\$114.95	04/11/2019
297504	STEINER 000	STEINER ELECTRIC	R	04/11/2019	\$484.84	04/11/2019
297505	STILLMAN000	STILLMAN NATURE CENTER	R	04/11/2019	\$200.00	04/11/2019
297506	STONEWAR001	STONEWARE INC	R	04/11/2019	\$8,757.00	04/11/2019
297507	STRING P001	STRING PROJECT	R	04/11/2019	\$202.62	04/11/2019
297508	STUDIES 000	STUDIES WEEKLY INC	R	04/11/2019	\$10,143.90	04/11/2019
297509	SUBURBAN004	SUBURBAN TRIM & GLASS	R	04/11/2019	\$1,448.65	04/11/2019

Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
AP HARRIS BANK							
*****Continued*****							
297510	SUPPLYWO001	SUPPLYWORKS	R	04/11/2019	\$17,565.00	04/11/2019	
297511	TAKAHKUN000	TAKAHASHI, KUNIIHIKO	R	04/11/2019	\$81.00	04/11/2019	
297512	TEACHER 003	TEACHER CREATED MATERIALS	R	04/11/2019	\$30,000.00	04/11/2019	
297513	THERMOSY000	THERMOSYSTEMS	R	04/11/2019	\$2,211.91	04/11/2019	
297514	TOSHIBA 000	TOSHIBA BUSINESS SOLUTION	R	04/11/2019	\$804.37	04/11/2019	
297515	TOSHIBA 003	TOSHIBA FINANCIAL SERVICE	R	04/11/2019	\$17,267.89	04/11/2019	
297516	TRANE US000	TRANE US INC	R	04/11/2019	\$1,159.92	04/11/2019	
297517	TSA CONS000	TSA CONSULTING GROUP INC	R	04/11/2019	\$1,433.80	04/11/2019	
297518	TWOTREES000	TWOTREES TECHNOLOGIES LLC	R	04/11/2019	\$600.00	04/11/2019	
297519	US GAMES001	US GAMES	R	04/11/2019	\$1,100.00	04/11/2019	
297520	VERITIV 001	VERITIV OPERATING COMPANY	R	04/11/2019	\$2,941.00	04/11/2019	
297521	VERIZON 000	VERIZON WIRELESS	R	04/11/2019	\$34.86	04/11/2019	
297522	VILLAGE 000	VILLAGE OF HOFFMAN ESTATE	R	04/11/2019	\$1,519.63	04/11/2019	
297523	VILLAGE 001	VILLAGE OF PALATINE	R	04/11/2019	\$31,730.00	04/11/2019	
297524	WAIST UP000	WAIST UP IMPRINTED SPORTS	R	04/11/2019	\$1,659.38	04/11/2019	
297525	WALLACE 000	WALLACE PACKAGING LLC	R	04/11/2019	\$1,000.00	04/11/2019	
297526	WAREHOUS000	WAREHOUSE DIRECT / METRO	R	04/11/2019	\$1,410.40	04/11/2019	
297527	WEILAREN000	WEILAND, RENEE	R	04/11/2019	\$180.08	04/11/2019	
297528	WEST MUS000	WEST MUSIC CO	R	04/11/2019	\$644.95	04/11/2019	
297529	WISCONSI002	WISCONSIN GLACIER SPRINGS	R	04/11/2019	\$494.18	04/11/2019	
297530	WURTH US000	WURTH USA INC	R	04/11/2019	\$172.92	04/11/2019	
297531	XEROX CO001	XEROX CORPORATION	R	04/11/2019	\$366.11	04/11/2019	
297532	YALA DAN000	YALA, DANA A.	R	04/11/2019	\$500.00	04/11/2019	

Number Of Checks: 126 \$762,892.86

Total Checks: 126 \$762,892.86

<u>Totals:</u>	<u>Bank</u>	<u>Total \$\$</u>
	AP	\$762,892.86

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

Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
AP	HARRIS BANK						
181900917	BOULTDON000	BOULTER, DONNA	A	04/11/2019	\$14.21	04/11/2019	04/11/2019
181900918	CONSIJAC000	CONSIGLIO, JACLYN S.	A	04/11/2019	\$63.22	04/11/2019	04/11/2019
181900919	CONWEMAT003	CONWELL, MATTHEW J.	A	04/11/2019	\$83.23	04/11/2019	04/11/2019
181900920	DEMEUCAT000	DEMEUR, CATHRYN R.	A	04/11/2019	\$82.94	04/11/2019	04/11/2019
181900921	DEROSROB000	DEROSA, ROBERT A.	A	04/11/2019	\$127.02	04/11/2019	04/11/2019
181900922	EMERSDIA002	EMERSON, DIANE M.	A	04/11/2019	\$120.06	04/11/2019	04/11/2019
181900923	GUSKEGIA002	GUSKEY, GIANNA	A	04/11/2019	\$138.17	04/11/2019	04/11/2019
181900924	HAMILLYN000	HAMILTON, LYNN	A	04/11/2019	\$54.52	04/11/2019	04/11/2019
181900925	LAMA BER000	LAMA, BERTHZALIA C.	A	04/11/2019	\$97.44	04/11/2019	04/11/2019
181900926	LAVINLAU000	LAVIN, LAURENE	A	04/11/2019	\$93.38	04/11/2019	04/11/2019
181900927	LOPRECYN000	LOPRESTI, CYNTHIA D.	A	04/11/2019	\$46.40	04/11/2019	04/11/2019
181900928	MALAGEST000	MALAGON, ESTHER A.	A	04/11/2019	\$12.18	04/11/2019	04/11/2019
181900929	O'HARJUL000	O'HARA, JULIE	A	04/11/2019	\$61.69	04/11/2019	04/11/2019
181900930	PEREZROS000	PEREZ CISNEROS, ROSA M.	A	04/11/2019	\$34.80	04/11/2019	04/11/2019
181900931	ORTECAR000	PORTERA, CARMELLA	A	04/11/2019	\$54.75	04/11/2019	04/11/2019
181900932	ROEHRDEN000	ROEHRBORN, DENISE A.	A	04/11/2019	\$31.32	04/11/2019	04/11/2019
181900933	SIMONALE002	SIMONIAN, ALEXANDRA	A	04/11/2019	\$56.01	04/11/2019	04/11/2019
181900934	THOMPHEA000	THOMPSON, HEATHER L.	A	04/11/2019	\$83.09	04/11/2019	04/11/2019
181900935	THOMPMAR000	THOMPSON, MARCIA L.	A	04/11/2019	\$108.46	04/11/2019	04/11/2019
181900936	WILLIBAR000	WILLIAMS, BARBARA I.	A	04/11/2019	\$11.89	04/11/2019	04/11/2019
Number Of Checks:				20	\$1,374.78		
Total Checks:				20	\$1,374.78		
Totals:				Bank	Total \$\$		
				AP	\$1,374.78		

***** 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 May 8, 2019 and you are requested to issue checks for the same.

PRESIDENT

SECRETARY

VOUCHER NO.'S 297533 - 297675
ACH NO. 'S 181900937 - 181900971
(CHECK REGISTERS ATTACHED)

HARRIS BANK

10 EDUCATION FUND	\$	410,960.31
20 OPERATIONS & MAINTENANCE FUND	\$	313,551.65
40 TRANSPORTATION FUND	\$	113,283.84
60 CAPITAL PROJECTS FUND	\$	-
80 TORT IMMUNITY/JUDGEMENT	\$	115.96
90 FIRE PREVENTION & SAFETY FUND	\$	-
97 STUDENT ACTIVITY FUND	\$	23,202.62
TOTAL	\$	861,114.38

					Cash Posting		
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
AP	HARRIS BANK						
297533	A PARTS 000	A PARTS WAREHOUSE LLC	R	04/25/2019	\$921.16	04/25/2019	
297534	ACCO BRA000	ACCO BRANDS USA LLC	R	04/25/2019	\$1,016.07	04/25/2019	
297535	AH OFFIC000	AH OFFICE COFFEE SERVICES	R	04/25/2019	\$362.90	04/25/2019	
297536	AL WARRE000	AL WARREN OIL CO INC	R	04/25/2019	\$16,359.70	04/25/2019	
297537	ALEXIAN 000	ALEXIAN BROTHERS BEHAVIOR	R	04/25/2019	\$280.00	04/25/2019	
297538	AMERICAN016	AMERICAN TAXI DISPATCH IN	R	04/25/2019	\$42,045.90	04/25/2019	
297539	ANDERSON000	ANDERSON LOCK CO	R	04/25/2019	\$667.74	04/25/2019	
297540	ANESTHAR000	ANESTOPOULOS, HARRY	R	04/25/2019	\$71.07	04/25/2019	
297541	APPLE CO002	APPLE COMPUTER INC	R	04/25/2019	\$1,898.00	04/25/2019	
297542	APPLE IN002	APPLE INC	R	04/25/2019	\$1,898.00	04/25/2019	
297543	ARLYN DA000	ARLYN DAY SCHOOL	R	04/25/2019	\$12,907.56	04/25/2019	
297544	ARROW RO000	ARROW ROAD CONSTRUCTION C	R	04/25/2019	\$430.18	04/25/2019	
297545	ASSETGEN000	ASSETGENIE INC	R	04/25/2019	\$267.00	04/25/2019	
297546	ASSURED 000	ASSURED HEALTHCARE	R	04/25/2019	\$4,975.60	04/25/2019	
297547	AUTO-JET000	AUTO-JET MUFFLER CORP	R	04/25/2019	\$1,462.34	04/25/2019	
297548	AW REFER000	AW REFEREE SERVICES INC	R	04/25/2019	\$284.28	04/25/2019	
297549	AXESS TR000	AXESS TRANSPORTATION	R	04/25/2019	\$20,547.00	04/25/2019	
297550	BERGMAN 000	BERGMAN TRUCKING	R	04/25/2019	\$35.00	04/25/2019	
297551	BRAKE AL000	BRAKE ALIGN PARTS & SERVI	R	04/25/2019	\$742.74	04/25/2019	
297552	CAIRS 000	CAIRS	R	04/25/2019	\$178.75	04/25/2019	
297553	CASSANDR000	CASSANDRA STRINGS	R	04/25/2019	\$624.15	04/25/2019	
297554	CCSD 59 000	CCSD 59 ACCTG / TRANSP	R	04/25/2019	\$55.00	04/25/2019	
297555	CDW GOVE001	CDW GOVERNMENT	R	04/25/2019	\$6,949.00	04/25/2019	
297556	CENTRAL 010	CENTRAL ILLINOIS TRUCKS I	R	04/25/2019	\$355.86	04/25/2019	
297557	CENTURY 000	CENTURY SPRINGS	R	04/25/2019	\$107.00	04/25/2019	
297558	CHAMPION000	CHAMPION ENERGY LLC	C	04/25/2019	\$0.00	04/25/2019	04/25/2019
297559	CHAMPION000	CHAMPION ENERGY LLC	R	04/25/2019	\$176,957.96	04/25/2019	
297560	CHICAGO 038	CHICAGO LIGHTHOUSE FOR TH	R	04/25/2019	\$7,386.54	04/25/2019	
297561	CONSERV 000	CONSERV FS INC	R	04/25/2019	\$26,191.03	04/25/2019	
297562	COVE SCH000	COVE SCHOOL, THE	R	04/25/2019	\$12,588.48	04/25/2019	
297563	COZZINI 000	COZZINI	R	04/25/2019	\$32.00	04/25/2019	
297564	DESERT S000	DESERT SPRINGS	R	04/25/2019	\$235.00	04/25/2019	
297565	DREISILK001	DREISILKER ELECTRIC MOTOR	R	04/25/2019	\$1,057.15	04/25/2019	
297566	EBS HEAL000	EBS HEALTHCARE	R	04/25/2019	\$3,712.80	04/25/2019	
297567	EDU HEAL000	EDU HEALTHCARE LLC	R	04/25/2019	\$3,092.60	04/25/2019	
297568	ELLEVATI000	ELLEVATION LLC	R	04/25/2019	\$93,360.00	04/25/2019	
297569	ESSCOE L000	ESSCOE LLC	R	04/25/2019	\$1,468.18	04/25/2019	
297570	EVEREST 000	EVEREST ENERGY & CONTROL	R	04/25/2019	\$320.00	04/25/2019	
297571	FOLDING 000	FOLDING PARTITION SERVICE	R	04/25/2019	\$3,210.00	04/25/2019	
297572	FOLLETT 009	FOLLETT SCHOOL SOLUTIONS	R	04/25/2019	\$1,799.60	04/25/2019	
297573	FOLTAMAR000	FOLTA, MARIUSZ	R	04/25/2019	\$71.07	04/25/2019	
297574	FRONTLIN001	FRONTLINE TECHNOLOGIES GR	R	04/25/2019	\$27,077.84	04/25/2019	
297575	GEHRISUE001	GEHRING, SUE	R	04/25/2019	\$395.45	04/25/2019	
297576	GENERAL 008	GENERAL MECHANICAL SERVIC	R	04/25/2019	\$1,982.15	04/25/2019	
297577	GERBESAL000	GERBER, SALLY	R	04/25/2019	\$100.00	04/25/2019	
297578	GET FRES000	GET FRESH PRODUCE INC	R	04/25/2019	\$2,339.68	04/25/2019	
297579	GHAZNKAM000	GHAZNAVI, KAMRAN	R	04/25/2019	\$130.11	04/25/2019	
297580	GRAINGER000	GRAINGER	R	04/25/2019	\$166.33	04/25/2019	
297581	GRAYBAR 000	GRAYBAR ELECTRIC	R	04/25/2019	\$2,297.06	04/25/2019	
297582	GYURKSAN000	GYURKO, SANDOR A.	R	04/25/2019	\$71.07	04/25/2019	
297583	HEALTHPR000	HEALTHPRO HERITAGE LLC	R	04/25/2019	\$6,642.92	04/25/2019	
297584	HERSHEY'001	HERSHEY'S ICE CREAM	C	04/25/2019	\$0.00	04/25/2019	04/25/2019

				Cash Posting		
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP HARRIS BANK						
*****Continued*****						
297585	HERSHEY'001	HERSHEY'S ICE CREAM	R	04/25/2019	\$4,758.48	04/25/2019
297586	HODGES L000	HODGES LOIZZI EISENHAMMER	R	04/25/2019	\$23,735.82	04/25/2019
297587	HOH WATE000	HOH WATER TECHNOLOGY INC	R	04/25/2019	\$311.60	04/25/2019
297588	HOME DEP000	HOME DEPOT CREDIT SERVICE	C	04/25/2019	\$0.00	04/25/2019 04/25/2019
297589	HOME DEP000	HOME DEPOT CREDIT SERVICE	R	04/25/2019	\$2,821.98	04/25/2019
297590	HOMESTE000	HOMESTEAD ELECTRICAL CONT	R	04/25/2019	\$2,994.00	04/25/2019
297591	IBM CORP000	IBM CORPORATION	R	04/25/2019	\$957.27	04/25/2019
297592	ILLINOIS015	ILLINOIS MATHEMATICS LEAG	R	04/25/2019	\$520.00	04/25/2019
297593	ILLINOIS028	ILLINOIS STATE POLICE	R	04/25/2019	\$621.50	04/25/2019
297594	INDEPEND003	INDEPENDENCE PLUS INC	R	04/25/2019	\$5,057.00	04/25/2019
297595	INTERSTA000	INTERSTATE BATTERY SYS OF	R	04/25/2019	\$351.24	04/25/2019
297596	ITU ABSO000	ITU ABSORB TECH INC	R	04/25/2019	\$799.84	04/25/2019
297597	JEFFREY 000	JEFFREY ELEVATOR COMPANY	R	04/25/2019	\$470.00	04/25/2019
297598	JOHNSON 000	JOHNSON CONTROLS SECURITY	R	04/25/2019	\$3,695.34	04/25/2019
297599	JOHNSON 004	JOHNSON CONTROLS FIRE PRO	R	04/25/2019	\$2,298.00	04/25/2019
297600	JOSEPH P000	JOSEPH PHILLIP GROUP INC,	R	04/25/2019	\$450.00	04/25/2019
297601	JP MORGA002	JP MORGAN CHASE NATIONAL	C	04/25/2019	\$0.00	04/25/2019 04/25/2019
297602	JP MORGA002	JP MORGAN CHASE NATIONAL	C	04/25/2019	\$0.00	04/25/2019 04/25/2019
297603	JP MORGA002	JP MORGAN CHASE NATIONAL	C	04/25/2019	\$0.00	04/25/2019 04/25/2019
297604	JP MORGA002	JP MORGAN CHASE NATIONAL	R	04/25/2019	\$139,428.50	04/25/2019
297605	JW PEPPE000	JW PEPPER & SON INC	R	04/25/2019	\$408.73	04/25/2019
297606	KARLOPET000	KARLOS, PETER	R	04/25/2019	\$142.14	04/25/2019
297607	KENT AUT000	KENT AUTOMOTIVE/LAWSON PR	R	04/25/2019	\$582.49	04/25/2019
297608	KUJAWZDZ000	KUJAWA, ZDZISLAW	R	04/25/2019	\$71.07	04/25/2019
297609	L&W SUPP001	L&W SUPPLY CORP - 774496	R	04/25/2019	\$1,733.57	04/25/2019
297610	LEACH EN000	LEACH ENTERPRISES INC	R	04/25/2019	\$193.56	04/25/2019
297611	LECHNER 000	LECHNER AND SONS INC	R	04/25/2019	\$205.07	04/25/2019
297612	LUNGACOS000	LUNGAN, COSTEL	R	04/25/2019	\$71.07	04/25/2019
297613	MARTIANG001	MARTINEZ, ANGELA	R	04/25/2019	\$4,912.50	04/25/2019
297614	MAYA SER000	MAYA SERVICES INC	R	04/25/2019	\$17,787.00	04/25/2019
297615	MCHENRY 004	MCHENRY COUNTY ROE	R	04/25/2019	\$1,440.00	04/25/2019
297616	MEALTIME000	MEALTIME/CLM GROUP INC	R	04/25/2019	\$8,500.00	04/25/2019
297617	MELON IN000	MELON INK	R	04/25/2019	\$195.00	04/25/2019
297618	MENARDS 000	MENARDS INC	R	04/25/2019	\$33.33	04/25/2019
297619	METROPOL000	METROPOLITAN INDUSTRIES I	R	04/25/2019	\$1,815.00	04/25/2019
297620	MIDWEST 004	MIDWEST ENVIRONMENTAL CON	R	04/25/2019	\$3,000.00	04/25/2019
297621	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	R	04/25/2019	\$5,000.68	04/25/2019
297622	MORRIDAV002	MORRIS, DAVID	R	04/25/2019	\$12.53	04/25/2019
297623	MUSHTMOH000	MUSHTAQ, MOHAMMAD	R	04/25/2019	\$284.28	04/25/2019
297624	MUSIC & 000	MUSIC & ARTS CENTERS ATTN	R	04/25/2019	\$725.89	04/25/2019
297625	NAPA OF 000	NAPA OF PALATINE	R	04/25/2019	\$347.94	04/25/2019
297626	NEUCO IN000	NEUCO INC	R	04/25/2019	\$1,178.00	04/25/2019
297627	NICOR EN001	NICOR ENERCHANGE LLC / SE	R	04/25/2019	\$23,263.76	04/25/2019
297628	NORTHWES019	NORTHWEST COMMUNITY HEALT	R	04/25/2019	\$460.00	04/25/2019
297629	NORTHWES022	NORTHWEST COMMUNITY HOSPI	R	04/25/2019	\$132.00	04/25/2019
297630	NWC BODY000	NWC BODY WORKS	R	04/25/2019	\$643.79	04/25/2019
297631	P&M DIST001	P&M DISTRIBUTORS INC	R	04/25/2019	\$118.81	04/25/2019
297632	PALOS SP000	PALOS SPORTS INC	R	04/25/2019	\$2,179.68	04/25/2019
297633	POMP'S T000	POMP'S TIRE SERVICE INC	R	04/25/2019	\$7,568.95	04/25/2019
297634	PORTER P000	PORTER PIPE AND SUPPLY CO	R	04/25/2019	\$141.93	04/25/2019
297635	PROCOM S000	PROCOM SOUND SYSTEMS	R	04/25/2019	\$400.00	04/25/2019

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP HARRIS BANK						
*****Continued*****						
297636	QUEEN BE000	QUEEN BEE SCHOOL DISTRICT	R	04/25/2019	\$189.00	04/25/2019
297637	QUINCY C001	QUINCY COMPRESSOR LLC	R	04/25/2019	\$407.82	04/25/2019
297638	QUINLAN 000	QUINLAN & FABISH MUSIC	R	04/25/2019	\$405.57	04/25/2019
297639	RANDALL 000	RANDALL INDUSTRIES INC	R	04/25/2019	\$480.00	04/25/2019
297640	RATIGMAR000	RATIGAN, MARIANNE	R	04/25/2019	\$150.00	04/25/2019
297641	RED WING002	RED WING BUSINESS ADVANTA	R	04/25/2019	\$242.99	04/25/2019
297642	ROSINBOG000	ROSINSKI, BOGUSLAW	R	04/25/2019	\$142.14	04/25/2019
297643	RUSH TRU002	RUSH TRUCK CENTER GRAYSLA	R	04/25/2019	\$3,266.33	04/25/2019
297644	SCHOOL S000	SCHOOL SPECIALTY INC	R	04/25/2019	\$712.73	04/25/2019
297645	SHARP WE000	SHARP WEAR INC	R	04/25/2019	\$251.90	04/25/2019
297646	SKYWARD 002	SKYWARD ACCOUNTING DEPT	R	04/25/2019	\$745.00	04/25/2019
297647	SMITHLOR000	SMITHE, LORI A.	R	04/25/2019	\$155.12	04/25/2019
297648	SOLARIS 000	SOLARIS ROOFING SOLUTIONS	R	04/25/2019	\$1,744.00	04/25/2019
297649	SOLIAN 000	SOLIAN HEALTH	R	04/25/2019	\$2,270.23	04/25/2019
297650	SONITROL000	SONITROL CHICAGOLAND NORT	R	04/25/2019	\$7,215.00	04/25/2019
297651	SOUTH SI000	SOUTH SIDE CONTROL SUPPL	R	04/25/2019	\$1,090.53	04/25/2019
297652	SPORTDEC000	SPORTDECALS	R	04/25/2019	\$3,964.93	04/25/2019
297653	STANDARD007	STANDARD PIPE & SUPPLY IN	R	04/25/2019	\$1,415.88	04/25/2019
297654	STRING P001	STRING PROJECT	R	04/25/2019	\$689.45	04/25/2019
297655	SUNBELT 000	SUNBELT STAFFING	R	04/25/2019	\$2,480.21	04/25/2019
297656	SUPPLYWO001	SUPPLYWORKS	R	04/25/2019	\$19,223.70	04/25/2019
297657	TEACHER 003	TEACHER CREATED MATERIALS	R	04/25/2019	\$3,750.00	04/25/2019
297658	TERRACE 000	TERRACE SUPPLY COMPANY	R	04/25/2019	\$6.82	04/25/2019
297659	THOMPSCO001	THOMPSON, SCOTT B.	R	04/25/2019	\$1,000.00	04/25/2019
297660	TOWNSHIP001	TOWNSHIP HIGH SCHOOL DIST	R	04/25/2019	\$923.63	04/25/2019
297661	TZIORALE000	TZIORIS, ALEK	R	04/25/2019	\$85.00	04/25/2019
297662	UCP INFI000	UCP INFINITEC ATTN: D EUB	R	04/25/2019	\$70.00	04/25/2019
297663	UCP SEGU001	UCP SEGUIN	R	04/25/2019	\$500.00	04/25/2019
297664	UNITY SC000	UNITY SCHOOL BUS PARTS	R	04/25/2019	\$2,976.76	04/25/2019
297665	US GAMES001	US GAMES	R	04/25/2019	\$1,100.00	04/25/2019
297666	VALVOLIN001	VALVOLINE LLC	R	04/25/2019	\$1,664.20	04/25/2019
297667	VERITIV 001	VERITIV OPERATING COMPANY	R	04/25/2019	\$975.00	04/25/2019
297668	VERIZON 000	VERIZON WIRELESS	R	04/25/2019	\$4,597.65	04/25/2019
297669	VILLAGE 002	VILLAGE OF PALATINE	R	04/25/2019	\$4,258.04	04/25/2019
297670	VSA INC 001	VSA INC	R	04/25/2019	\$379.00	04/25/2019
297671	WAREHOUS000	WAREHOUSE DIRECT / METRO	R	04/25/2019	\$898.46	04/25/2019
297672	WASTE MA000	WASTE MANAGEMENT	R	04/25/2019	\$10,297.69	04/25/2019
297673	WINSTON 007	WINSTON KNOLLS EDUCATION	R	04/25/2019	\$6,016.92	04/25/2019
297674	XEROX F000	XEROX FINANCIAL SERVICES	R	04/25/2019	\$9,760.35	04/25/2019
297675	YALA DAN000	YALA, DANA A.	R	04/25/2019	\$500.00	04/25/2019

Number Of Checks: 143 \$857,948.41

Total Checks: 143 \$857,948.41

Totals: Bank Total \$\$
AP \$857,948.41

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

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date Stmt Date
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181900938	ATKINJOA002	ATKINSON-KLOSER, JOANNE M	A	04/25/2019	\$50.00	04/25/2019 04/25/2019
181900939	BARBIMAT000	BARBINI, MATTHEW	A	04/25/2019	\$28.83	04/25/2019 04/25/2019
181900940	BARTNGEO000	BARTNICKI, GEORGE	A	04/25/2019	\$30.00	04/25/2019 04/25/2019
181900941	BECKEJUN002	BECKER, JUNE F.	A	04/25/2019	\$29.48	04/25/2019 04/25/2019
181900942	BERRYAMY002	BERRY, AMY K.	A	04/25/2019	\$89.00	04/25/2019 04/25/2019
181900943	BOLINROB000	BOLIN, ROBERT	A	04/25/2019	\$15.00	04/25/2019 04/25/2019
181900944	BOSSLANN000	BOSSLET, ANNE R.	A	04/25/2019	\$70.87	04/25/2019 04/25/2019
181900945	BUCARDOR000	BUCARO, DOREEN	A	04/25/2019	\$31.47	04/25/2019 04/25/2019
181900946	CONRASAN000	CONRATH, SANDRA J.	A	04/25/2019	\$60.00	04/25/2019 04/25/2019
181900947	DEGIUPAT002	DEGIULIO, PATRICIA	A	04/25/2019	\$56.33	04/25/2019 04/25/2019
181900948	DONATJEF000	DONATOWICZ, JEFFREY J.	A	04/25/2019	\$44.66	04/25/2019 04/25/2019
181900949	FARWEDEN000	FARWELL, DENISE D.	A	04/25/2019	\$30.00	04/25/2019 04/25/2019
181900950	GARDNLEE000	GARDNER, LEE D.	A	04/25/2019	\$115.25	04/25/2019 04/25/2019
181900951	HALLOJAZ000	HALLORAN, JAZLYNN A.	A	04/25/2019	\$452.57	04/25/2019 04/25/2019
181900952	HOWARTRA000	HOWARD, TRACY	A	04/25/2019	\$30.00	04/25/2019 04/25/2019
181900953	JENKIKIM002	JENKINSON, KIMBERLY	A	04/25/2019	\$199.00	04/25/2019 04/25/2019
181900954	KONNYMAR000	KONNY, MARC	A	04/25/2019	\$346.38	04/25/2019 04/25/2019
181900955	LARSOJIL000	LARSON, JILL	A	04/25/2019	\$30.00	04/25/2019 04/25/2019
181900956	LUCHTCHR000	LUCHT, CHRISTOPHER R.	A	04/25/2019	\$42.76	04/25/2019 04/25/2019
181900957	LYON BRE000	LYON, BRENDA O.	A	04/25/2019	\$134.85	04/25/2019 04/25/2019
181900958	MANKASTE000	MANKA, STEVEN J.	A	04/25/2019	\$150.39	04/25/2019 04/25/2019
181900959	MARINJEA000	MARINO, JEANNE M.	A	04/25/2019	\$84.12	04/25/2019 04/25/2019
181900960	MEYERTHO000	MEYERS, THOMAS R.	A	04/25/2019	\$314.81	04/25/2019 04/25/2019
181900961	MICHATIM000	MICHALSKI, TIMOTHY D.	A	04/25/2019	\$156.89	04/25/2019 04/25/2019
181900962	MORALAND000	MORALES COLIN, ANDREA	A	04/25/2019	\$42.67	04/25/2019 04/25/2019
181900963	PAWLISUS000	PAWLICKI, SUSAN M.	A	04/25/2019	\$31.81	04/25/2019 04/25/2019
181900964	ROSSISAR000	ROSSI, SARA	A	04/25/2019	\$39.73	04/25/2019 04/25/2019
181900965	SIMONGAR002	SIMONIAN, GARY V.	A	04/25/2019	\$140.04	04/25/2019 04/25/2019
181900966	STEVEALB002	STEVENSON, ALBERT L.	A	04/25/2019	\$16.52	04/25/2019 04/25/2019
181900967	STIENKRI002	STIENS, KRISTINA A.	A	04/25/2019	\$38.27	04/25/2019 04/25/2019
181900968	SWANLLAU002	SWANLUND, LAURA J.	A	04/25/2019	\$64.16	04/25/2019 04/25/2019
181900969	THOMPSCO001	THOMPSON, SCOTT B.	A	04/25/2019	\$120.01	04/25/2019 04/25/2019
181900970	TRUONDUN000	TRUONG, DUNG	A	04/25/2019	\$12.00	04/25/2019 04/25/2019
181900971	ZARR MAR002	ZARR, MARY	A	04/25/2019	\$16.48	04/25/2019 04/25/2019
Number Of Checks:				35	\$3,165.97	
Total Checks:				35	\$3,165.97	
Totals:				Bank	Total \$\$	
				AP	\$3,165.97	

***** 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 May 8, 2019 and you are requested to issue checks for the same.

PRESIDENT

SECRETARY

VOUCHER NO.'S 297699 - 297831
ACH NO. 'S 181900976 - 181900989
(CHECK REGISTERS ATTACHED)

HARRIS BANK

10 EDUCATION FUND	\$	319,243.81
20 OPERATIONS & MAINTENANCE FUND	\$	45,091.32
30 DEBT SERVICE FUND	\$	-
40 TRANSPORTATION FUND	\$	36,453.46
80 TORT IMMUNITY/JUDGEMENT	\$	47,804.98
90 FIRE PREVENTION & SAFETY FUND	\$	-
97 STUDENT ACTIVITY FUND	\$	7,017.30
TOTAL	\$	455,610.87

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date Stmt Date
AP	HARRIS BANK					
297699	1ST AYD 000	1ST AYD CORPORATION	R	05/08/2019	\$245.95	05/08/2019
297700	AL WARRE000	AL WARREN OIL CO INC	R	05/08/2019	\$16,900.10	05/08/2019
297701	ALEXIAN 000	ALEXIAN BROTHERS BEHAVIOR	R	05/08/2019	\$320.00	05/08/2019
297702	ALPHA BA000	ALPHA BAKING CO INC	C	05/08/2019	\$0.00	05/08/2019 05/08/2019
297703	ALPHA BA000	ALPHA BAKING CO INC	R	05/08/2019	\$1,053.30	05/08/2019
297704	ANDERSON005	ANDERSON'S BOOKS INC	R	05/08/2019	\$431.54	05/08/2019
297705	ARENBJOS000	ARENBERG, JOSEPH A.	R	05/08/2019	\$600.00	05/08/2019
297706	ASSETGEN000	ASSETGENIE INC	R	05/08/2019	\$574.00	05/08/2019
297707	ASSURED 000	ASSURED HEALTHCARE	R	05/08/2019	\$3,532.49	05/08/2019
297708	AT&T 000	AT&T	R	05/08/2019	\$9,403.29	05/08/2019
297709	AT&T LON000	AT&T LONG DISTANCE	R	05/08/2019	\$191.67	05/08/2019
297710	BENNY'S 000	BENNY'S SERVICE CENTER IN	R	05/08/2019	\$852.50	05/08/2019
297711	BILL STA000	BILL STASEK CHEVROLET	R	05/08/2019	\$41.67	05/08/2019
297712	BRAKE AL000	BRAKE ALIGN PARTS & SERVI	R	05/08/2019	\$2,371.26	05/08/2019
297713	BUILDING000	BUILDING SYSTEMS DESIGN I	R	05/08/2019	\$5,694.96	05/08/2019
297714	BUSINESS003	BUSINESS COUNSELORS COMPA	R	05/08/2019	\$153.00	05/08/2019
297715	CARLSSUS003	CARLSON, SUSAN	R	05/08/2019	\$300.00	05/08/2019
297716	CASSANDR000	CASSANDRA STRINGS	R	05/08/2019	\$58.85	05/08/2019
297717	CENTRAL 010	CENTRAL ILLINOIS TRUCKS I	R	05/08/2019	\$988.88	05/08/2019
297718	CHICAGO 040	CHICAGO FILTER SUPPLY INC	R	05/08/2019	\$1,288.06	05/08/2019
297719	CLASSROO007	CLASSROOM CONNECTION DAY	R	05/08/2019	\$8,563.17	05/08/2019
297720	COMMERCI000	COMMERCIAL FOOD SYSTEMS I	R	05/08/2019	\$426.25	05/08/2019
297721	CUMBERLA001	CUMBERLAND THERAPY SERVIC	R	05/08/2019	\$1,102.50	05/08/2019
297722	CYBULMAR000	CYBULKO, MAREK	R	05/08/2019	\$290.52	05/08/2019
297723	DATA REC001	DATA RECOGNITION CORP	R	05/08/2019	\$1,011.00	05/08/2019
297724	DREISILK001	DREISILKER ELECTRIC MOTOR	R	05/08/2019	\$1,066.46	05/08/2019
297725	EDWARD D001	EDWARD DON & COMPANY LLC	R	05/08/2019	\$27,815.97	05/08/2019
297726	EQUIPMEN000	EQUIPMENT DEPOT OF ILLINO	R	05/08/2019	\$1,079.17	05/08/2019
297727	FEDERAL 004	FEDERAL NEWS SERVICES INC	R	05/08/2019	\$197.00	05/08/2019
297728	FLUBAKYL000	FLUBACKER, KYLE T.	R	05/08/2019	\$350.00	05/08/2019
297729	FOLLETT 009	FOLLETT SCHOOL SOLUTIONS	R	05/08/2019	\$102.56	05/08/2019
297730	FOURTH C000	FOURTH CLIFF ADVENTURE IN	R	05/08/2019	\$825.00	05/08/2019
297731	FRANCZEK000	FRANCZEK	R	05/08/2019	\$1,830.00	05/08/2019
297732	FRANKLIN000	FRANKLIN COVEY CLIENT SAL	R	05/08/2019	\$7,500.00	05/08/2019
297733	GENERAL 008	GENERAL MECHANICAL SERVIC	R	05/08/2019	\$4,127.50	05/08/2019
297734	GEORGELO000	GEORGELO PIZZA-CHICAGO IN	R	05/08/2019	\$1,557.60	05/08/2019
297735	GET FRES000	GET FRESH PRODUCE INC	R	05/08/2019	\$1,977.91	05/08/2019
297736	GORDON F002	GORDON FOOD SERVICE	R	05/08/2019	\$3,259.68	05/08/2019
297737	GRAINGER000	GRAINGER	R	05/08/2019	\$16.94	05/08/2019
297738	GRAYBAR 000	GRAYBAR ELECTRIC	R	05/08/2019	\$4,488.46	05/08/2019
297739	GREAT LA004	GREAT LAKES COCA COLA DIS	R	05/08/2019	\$179.52	05/08/2019
297740	GUCWAPAW000	GUCWA, PAWEL	R	05/08/2019	\$71.07	05/08/2019
297741	HENNING 000	HENNING BROTHERS INC	R	05/08/2019	\$33.00	05/08/2019
297742	HOMESTEAA000	HOMESTEAD ELECTRICAL CONT	R	05/08/2019	\$2,994.00	05/08/2019
297743	INTERSTA000	INTERSTATE BATTERY SYS OF	R	05/08/2019	\$84.95	05/08/2019
297744	ITR SYST000	ITR SYSTEMS	R	05/08/2019	\$3,550.20	05/08/2019
297745	JEANINE 000	JEANINE SCHULTZ SCHOOL	R	05/08/2019	\$4,283.60	05/08/2019
297746	KARLOPET000	KARLOS, PETER	R	05/08/2019	\$71.07	05/08/2019
297747	KENT AUT000	KENT AUTOMOTIVE/LAWSON PR	R	05/08/2019	\$321.83	05/08/2019
297748	KESHET 000	KESHET	R	05/08/2019	\$70.18	05/08/2019
297749	KOHL WHO000	KOHL WHOLESale	C	05/08/2019	\$0.00	05/08/2019 05/08/2019
297750	KOHL WHO000	KOHL WHOLESale	C	05/08/2019	\$0.00	05/08/2019 05/08/2019

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Stmnt Date
AP	HARRIS BANK					
*****Continued*****						
297751	KOHL WHO000	KOHL WHOLESale	C	05/08/2019	\$0.00	05/08/2019
297752	KOHL WHO000	KOHL WHOLESale	R	05/08/2019	\$51,408.94	05/08/2019
297753	KRANZ IN000	KRANZ INC	R	05/08/2019	\$1,020.14	05/08/2019
297754	KUJAWDZ000	KUJAWA, ZDZISLAW	R	05/08/2019	\$71.07	05/08/2019
297755	LAKE ZUR000	LAKE ZURICH RADIATOR & A/	R	05/08/2019	\$627.60	05/08/2019
297756	LAND O'L000	LAND O'LAKES,INC	R	05/08/2019	\$3,515.40	05/08/2019
297757	LEACH EN000	LEACH ENTERPRISES INC	R	05/08/2019	\$701.70	05/08/2019
297758	LECHNER 000	LECHNER AND SONS INC	R	05/08/2019	\$410.14	05/08/2019
297759	LM CONSU000	LM CONSULTANTS INC	R	05/08/2019	\$7,500.00	05/08/2019
297760	LOWERY M000	LOWERY MCDONNELL CO	R	05/08/2019	\$48,444.82	05/08/2019
297761	LVR INK 000	LVR INK	R	05/08/2019	\$200.00	05/08/2019
297762	MARTIANG001	MARTINEZ, ANGELA	R	05/08/2019	\$4,500.00	05/08/2019
297763	MCCANN I000	MCCANN INDUSTRIES INC	R	05/08/2019	\$3,709.51	05/08/2019
297764	METRO PR000	METRO PREP	R	05/08/2019	\$19,710.08	05/08/2019
297765	MF ATHLE001	MF ATHLETIC	R	05/08/2019	\$176.00	05/08/2019
297766	MIDWEST 004	MIDWEST ENVIRONMENTAL CON	R	05/08/2019	\$1,895.00	05/08/2019
297767	MIDWEST 012	MIDWEST TRANSIT EQUIPMENT	R	05/08/2019	\$340.87	05/08/2019
297768	MUSHTMOH000	MUSHTAQ, MOHAMMAD	R	05/08/2019	\$213.21	05/08/2019
297769	MUSIC & 000	MUSIC & ARTS CENTERS ATTN	R	05/08/2019	\$21,952.85	05/08/2019
297770	NAPA OF 000	NAPA OF PALATINE	R	05/08/2019	\$1,322.04	05/08/2019
297771	NEUCO IN000	NEUCO INC	R	05/08/2019	\$722.28	05/08/2019
297772	NICOR GA002	NICOR GAS	R	05/08/2019	\$209.27	05/08/2019
297773	NORTHWES007	NORTHWEST ELECTRICAL SUPP	R	05/08/2019	\$96.90	05/08/2019
297774	NORTHWES014	NORTHWEST TRUCKS INC	R	05/08/2019	\$82.52	05/08/2019
297775	ORTIZTER000	ORTIZ, TERESA S.	R	05/08/2019	\$155.00	05/08/2019
297776	PADILOSC000	PADILLA, OSCAR	R	05/08/2019	\$71.07	05/08/2019
297777	PALOS SP000	PALOS SPORTS INC	R	05/08/2019	\$797.18	05/08/2019
297778	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297779	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297780	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297781	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297782	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297783	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297784	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297785	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297786	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297787	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297788	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297789	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297790	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297791	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297792	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297793	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297794	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297795	PERFORMA002	PERFORMANCE FOODSERVICE-C	C	05/08/2019	\$0.00	05/08/2019
297796	PERFORMA002	PERFORMANCE FOODSERVICE-C	R	05/08/2019	\$42,552.26	05/08/2019
297797	PRESUKAR000	PRESUTTI, KAREN J.	R	05/08/2019	\$489.50	05/08/2019
297798	PROWARE 000	PROWARE / AC DYNA-TITE	R	05/08/2019	\$449.34	05/08/2019
297799	QUINLAN 000	QUINLAN & FABISH MUSIC	R	05/08/2019	\$186.37	05/08/2019
297800	RADI-LIN000	RADI-LINK INC	R	05/08/2019	\$490.00	05/08/2019
297801	RIVERSID003	RIVERSIDE TECHNOLOGIES IN	R	05/08/2019	\$9,388.00	05/08/2019

Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
AP HARRIS BANK							
*****Continued*****							
297802	ROGNER'S001	ROGNER'S TOWING & RECOVER	R	05/08/2019	\$915.00	05/08/2019	
297803	ROSINBOG000	ROSINSKI, BOGUSLAW	R	05/08/2019	\$71.07	05/08/2019	
297804	RUSH TRU002	RUSH TRUCK CENTER GRAYSLA	R	05/08/2019	\$5,418.26	05/08/2019	
297805	S&S WORL001	S&S WORLDWIDE INC	R	05/08/2019	\$415.02	05/08/2019	
297806	SAM ASH 001	SAM ASH QUIKSHIP CORP	R	05/08/2019	\$894.61	05/08/2019	
297807	SCHOOL S000	SCHOOL SPECIALTY INC	R	05/08/2019	\$2,151.59	05/08/2019	
297808	SOKOLMAR000	SOKOLOWSKI, MAREK	R	05/08/2019	\$213.21	05/08/2019	
297809	SOLARIS 000	SOLARIS ROOFING SOLUTIONS	R	05/08/2019	\$5,102.75	05/08/2019	
297810	SOLIAN T 000	SOLIAN T HEALTH	R	05/08/2019	\$4,188.73	05/08/2019	
297811	STANDARD007	STANDARD PIPE & SUPPLY IN	R	05/08/2019	\$387.77	05/08/2019	
297812	STICKKRI000	STICKNEY, KRISTINE	R	05/08/2019	\$1,800.00	05/08/2019	
297813	STORTJAM000	STORTZ, JAMIE	R	05/08/2019	\$5,925.00	05/08/2019	
297814	STRAULIN000	STRAUB, LINDA	R	05/08/2019	\$1,800.00	05/08/2019	
297815	STREAMWO000	STREAMWOOD BEHAVIORAL HEA	R	05/08/2019	\$160.00	05/08/2019	
297816	TEACHER 003	TEACHER CREATED MATERIALS	R	05/08/2019	\$18,746.00	05/08/2019	
297817	TECHNOLO003	TECHNOLOGY MANAGEMENT REV	R	05/08/2019	\$6,075.00	05/08/2019	
297818	TESTONE 000	TESTONE MECHANICAL INC	R	05/08/2019	\$1,112.85	05/08/2019	
297819	THERMOSY000	THERMOSYSTEMS	R	05/08/2019	\$1,853.74	05/08/2019	
297820	TRANE US000	TRANE US INC	R	05/08/2019	\$167.32	05/08/2019	
297821	TYLER TE000	TYLER TECHNOLOGIES INC	R	05/08/2019	\$357.52	05/08/2019	
297822	UNITY SC000	UNITY SCHOOL BUS PARTS	R	05/08/2019	\$238.16	05/08/2019	
297823	US GAMES001	US GAMES	R	05/08/2019	\$294.05	05/08/2019	
297824	VERITIV 001	VERITIV OPERATING COMPANY	R	05/08/2019	\$7,520.00	05/08/2019	
297825	VILLAGE 001	VILLAGE OF PALATINE	R	05/08/2019	\$31,730.00	05/08/2019	
297826	WALLACE 000	WALLACE PACKAGING LLC	R	05/08/2019	\$5,075.00	05/08/2019	
297827	WARD TRI000	WARD, TRICIA	R	05/08/2019	\$234.24	05/08/2019	
297828	WAREHOUS000	WAREHOUSE DIRECT / METRO	R	05/08/2019	\$306.24	05/08/2019	
297829	WEILAREN000	WEILAND, RENEE	R	05/08/2019	\$1,600.00	05/08/2019	
297830	WENGER C000	WENGER CORP	R	05/08/2019	\$647.00	05/08/2019	
297831	WIELEMIC000	WIELEBA, MICHAL	R	05/08/2019	\$71.07	05/08/2019	

Number Of Checks: 133 \$453,128.89

Total Checks: 133 \$453,128.89

Totals:	Bank	Total \$\$
	AP	\$453,128.89

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

Cash Posting						
Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date Stmt Date
AP	HARRIS BANK					
181900976	BRIFCANG000	BRIFCANI, ANGELICA B.	A	05/08/2019	\$24.14	05/08/2019 05/08/2019
181900977	CONWEMAT003	CONWELL, MATTHEW J.	A	05/08/2019	\$133.11	05/08/2019 05/08/2019
181900978	CORRIALI000	CORRIGAN, ALICIA	A	05/08/2019	\$137.06	05/08/2019 05/08/2019
181900979	CYGNAANN003	CYGNAR, ANN M.	A	05/08/2019	\$112.52	05/08/2019 05/08/2019
181900980	HACKLELI000	HACKL, ELISE	A	05/08/2019	\$46.98	05/08/2019 05/08/2019
181900981	JENSELUA000	JENSEN, LUANN	A	05/08/2019	\$12.00	05/08/2019 05/08/2019
181900982	KARSOLEO000	KARSON, LEONARD	A	05/08/2019	\$72.00	05/08/2019 05/08/2019
181900983	OSBURASH000	OSBURN, ASHTON	A	05/08/2019	\$89.03	05/08/2019 05/08/2019
181900984	SABATMEL000	SABATINO, MELISSA D.	A	05/08/2019	\$40.90	05/08/2019 05/08/2019
181900985	SCHULMIC001	SCHULIEN, MICHAEL	A	05/08/2019	\$62.00	05/08/2019 05/08/2019
181900986	TRAUSHEA002	TRAUSCH, HEATHER	A	05/08/2019	\$39.44	05/08/2019 05/08/2019
181900987	VARGOKEI000	VARGO, KEITH	A	05/08/2019	\$60.00	05/08/2019 05/08/2019
181900988	WALDIERI000	WALDIER, ERIC	A	05/08/2019	\$69.95	05/08/2019 05/08/2019
181900989	ZIELIAND002	ZIELINSKI, ANDRE J.	A	05/08/2019	\$1,582.85	05/08/2019 05/08/2019
		Number Of Checks:		14	\$2,481.98	
		Total Checks:		14	\$2,481.98	
		Totals:	Bank		Total \$\$	
			AP		\$2,481.98	

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

Community Consolidated School District 15
Activity Fund Report
Month Ending March 31, 2019

Accounts	Beginning Balance	Receipts	Expenditures	Ending Cash Balance	Encumbrances	Balance
Interest on Savings Accounts	\$80,284.55	\$1,205.70	-	\$81,490.25	-	\$81,490.25
Al Hoover Fund	40,334.12	86.87	-	40,420.99	-	40,420.99
Other Activities	11,260.73	24.25	-	11,284.98	-	11,284.98
Total Trust & Agency Accounts	\$131,879.40	\$1,316.82	\$0.00	\$133,196.22	\$0.00	\$133,196.22
Student Activity & Convenience	\$457,543.42	\$57,309.09	\$42,176.31	\$472,676.20	\$0.00	\$472,676.20
Grand Total	\$589,422.82	\$58,625.91	\$42,176.31	\$605,872.42	\$0.00	\$605,872.42
Checking / Investment Account Balance						
BMO Harris Bank	\$ 605,872.42					
Total Cash in Bank	\$605,872.42					
Total Cash	\$605,872.42					

Difference **\$0.00**

Community Consolidated School District 15
Student Activity Fund Report
Month Ending March 31, 2019

School	Beginning Balance	Receipts	Expenditures	Ending Cash Balance	Encumbrances	Balance
Jane Addams	\$ 5,553.04	\$ 154.98	\$ 542.10	\$ 5,165.92	\$ -	\$ 5,165.92
Central Road	48,987.91	1,198.00	850.68	49,335.23	-	49,335.23
Winston Campus Elementary	14,214.31	-	391.75	13,822.56	-	13,822.56
Kimball Hill	5,728.71	57.25	-	5,785.96	-	5,785.96
Hunting Ridge	9,538.11	2,008.31	864.82	10,681.60	-	10,681.60
Thomas Jefferson	37,929.69	2,653.49	1,152.50	39,430.68	-	39,430.68
Marion Jordan	14,692.59	1,311.66	6,466.13	9,538.12	-	9,538.12
Lake Louise	7,209.89	1,623.41	2,146.92	6,686.38	-	6,686.38
Lincoln	10,120.30	1,185.78	100.00	11,206.08	-	11,206.08
Stuart R. Paddock	38,390.30	4,093.67	4,171.84	38,312.13	-	38,312.13
Pleasant Hill	16,902.61	5,311.02	4,989.70	17,223.93	-	17,223.93
Plum Grove Jr. High	44,577.77	15,376.35	4,980.10	54,974.02	-	54,974.02
Gray M. Sanborn	21,377.86	5,288.93	2,810.54	23,856.25	-	23,856.25
Carl Sandburg Jr. High	17,516.94	670.92	581.54	17,606.32	-	17,606.32
W. R. Sundling Jr. High	43,002.72	6,007.00	6,996.96	42,012.76	-	42,012.76
Virginia Lake	5,188.90	2,060.94	1,110.75	6,139.09	-	6,139.09
F. C. Whiteley	31,848.05	-	-	31,848.05	-	31,848.05
Willow Bend	24,408.89	2,823.84	1,929.93	25,302.80	-	25,302.80
Winston Campus Jr. High	28,427.62	2,745.27	734.52	30,438.37	-	30,438.37
John G. Conyers Learning Academy	2,100.00	-	-	2,100.00	-	2,100.00
Special Olympics	10,769.06	-	-	10,769.06	-	10,769.06
Total Student Accts	\$ 438,485.27	\$ 54,570.82	\$ 40,820.78	\$ 452,235.31	\$ -	\$ 452,235.31

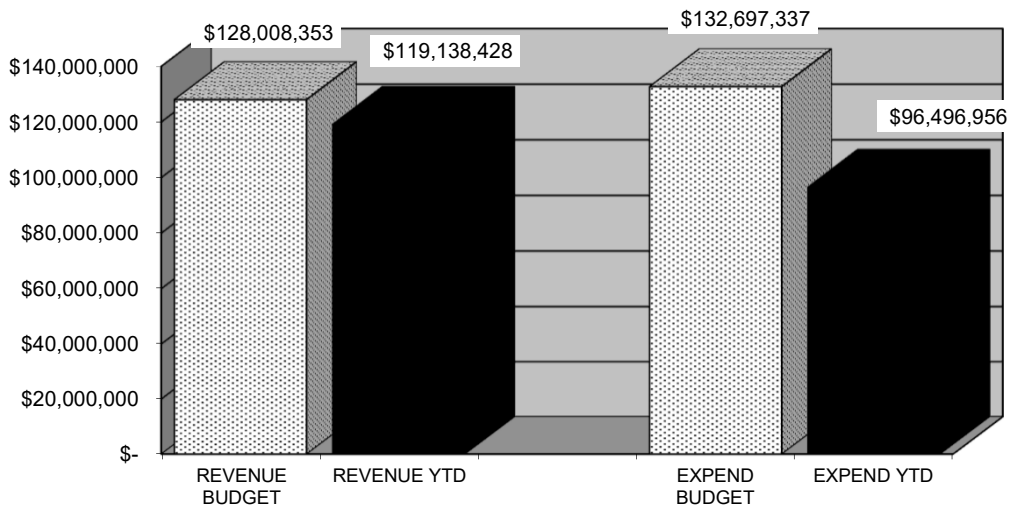
Community Consolidated School District 15
Convenience Account Fund Report and Summary
Month Ending March 31, 2019

School	Beginning Balance	Receipts	Expenditures	Ending Cash Balance	Encumbrances	Balance
Jane Addams	\$ (2,977.09)	\$ -	\$ -	\$ (2,977.09)	\$ -	\$ (2,977.09)
Central Road	\$ (34.72)	52.50	-	\$ 17.78	-	17.78
Winston Campus Elementary	\$ (921.49)	-	-	\$ (921.49)	-	(921.49)
Kimball Hill	\$ (824.02)	200.00	-	\$ (624.02)	-	(624.02)
Hunting Ridge	\$ 99.96	-	-	\$ 99.96	-	99.96
Thomas Jefferson	\$ 446.58	-	-	\$ 446.58	-	446.58
Marion Jordan	\$ -	-	-	\$ -	-	-
Lake Louise	\$ (363.83)	-	-	\$ (363.83)	-	(363.83)
Lincoln	\$ 453.77	-	-	\$ 453.77	-	453.77
Stuart R. Paddock	\$ 800.74	48.25	-	\$ 848.99	-	848.99
Pleasant Hill	\$ 1,288.49	-	59.20	\$ 1,229.29	-	1,229.29
Plum Grove Jr. High	\$ (1,220.97)	167.00	-	\$ (1,053.97)	-	(1,053.97)
Gray M. Sanborn	\$ 93.72	169.60	-	\$ 263.32	-	263.32
Carl Sandburg Jr. High	\$ 6,193.06	-	-	\$ 6,193.06	-	6,193.06
W. R. Sundling Jr. High	\$ 33.60	-	94.75	\$ (61.15)	-	(61.15)
Virginia Lake	\$ 2,064.90	-	-	\$ 2,064.90	-	2,064.90
F. C. Whiteley	\$ 238.81	-	-	\$ 238.81	-	238.81
Willow Bend	\$ 10,260.79	-	-	\$ 10,260.79	-	10,260.79
Willow Bend Experience	\$ (2,963.10)	-	959.72	\$ (3,922.82)	-	(3,922.82)
Winston Campus Jr. High	\$ 105.83	-	-	\$ 105.83	-	105.83
John G. Conyers Learning Academy	\$ 3,098.17	1,666.92	-	\$ 4,765.09	-	4,765.09
Transportation	\$ 2,575.66	434.00	191.86	\$ 2,817.80	-	2,817.80
Social Work	\$ 609.29	-	50.00	\$ 559.29	-	559.29
Total Convenience Accts	\$ 19,058.15	\$ 2,738.27	\$ 1,355.53	\$ 20,440.89	\$ -	\$ 20,440.89
Total Student Accts (See Page 1)	\$ 438,485.27	\$ 54,570.82	\$ 40,820.78	\$ 452,235.31	\$ -	\$ 452,235.31
Total Student & Convenience Accts	\$ 457,543.42	\$ 57,309.09	\$ 42,176.31	\$ 472,676.20	\$ -	\$ 472,676.20

EDUCATIONAL FUND APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 96,683,851.00	\$ 93,946,997.72	97.17%	\$ 2,736,853.28	
INTEREST ON INVESTMENTS	1,100,000.00	886,890.51	80.63%	213,109.49	
CPP REPLACEMENT TAXES	618,142.00	618,142.00	100.00%		
OTHER LOCAL REVENUE	2,775,486.00	2,587,853.70	93.24%	187,632.30	
STATE REVENUE	17,105,305.00	13,939,459.69	81.49%	3,165,845.31	
FEDERAL REVENUE	9,725,569.00	7,159,084.11	73.61%	2,566,484.89	
	-	-			
TOTALS	\$ 128,008,353.00	\$ 119,138,427.73	93.07%	\$ 8,869,925.27	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
SALARIES	\$ 94,925,848.00	\$ 66,129,489.15	-	69.66%	\$ 28,796,358.85
BENEFITS	19,430,966.00	13,155,968.99	-	67.71%	6,274,997.01
PURCHASED SERVICES	3,767,745.00	3,025,688.28	\$ 225,815.90	86.30%	516,240.82
SUPPLIES	5,651,146.00	4,946,721.74	593,820.12	98.04%	110,604.14
CAPITAL OUTLAY	2,855,613.00	2,336,508.42	177,778.28	88.05%	341,326.30
TUITION / OTHER	1,411,833.00	1,405,165.54	-	99.53%	6,667.46
CONTINGENCY	-	-	-	-	-
TRANSFER AMONG FUNDS	4,654,186.00	4,500,000.00	-	-	154,186.00
TOTALS	\$ 132,697,337.00	\$ 95,499,542.12	\$ 997,414.30	72.72%	\$ 36,200,380.58



ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

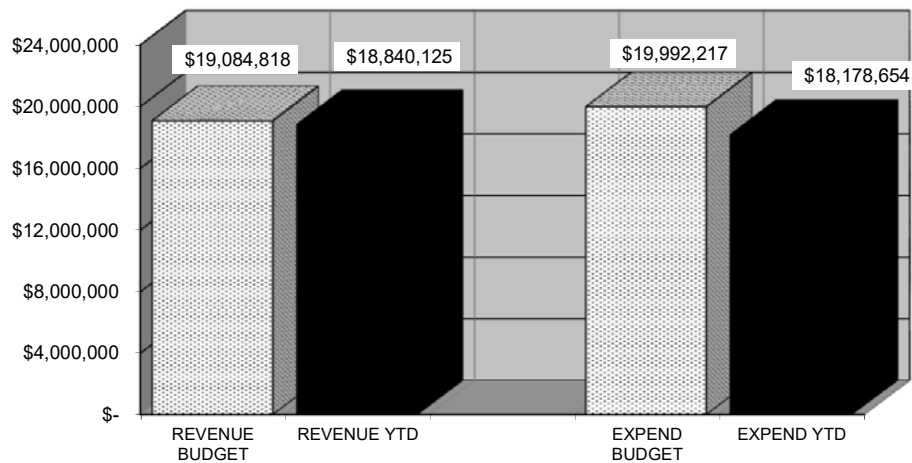
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

OPERATIONS & MAINTENANCE FUND

APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 13,691,426.00	\$ 13,943,721.01	101.84%		\$252,295.01
INTEREST ON INVESTMENTS	45,000.00	41,055.46	91.23%	3,944.54	
OTHER LOCAL REVENUE	230,250.00	171,291.01	74.39%	58,958.99	
CPP REPLACEMENT TAXES	618,142.00	184,057.89	29.78%	434,084.11	
STATE REVENUE	-	-	0.00%		
TRANSFER AMONG FUNDS	4,500,000.00	4,500,000.00	100.00%		
TOTALS	\$ 19,084,818.00	\$ 18,840,125.37	98.72%	\$ 244,692.63	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
SALARIES	\$ 5,316,856.00	\$ 4,214,373.83	\$ -	79.26%	\$ 1,102,482.17
BENEFITS	1,031,432.00	853,790.14	-	82.78%	177,641.86
PURCHASED SERVICES	1,196,255.00	662,780.93	109,480.91	64.56%	423,993.16
UTILITIES	2,496,924.00	1,656,361.58	-	66.34%	840,562.42
SUPPLIES	1,002,250.00	605,049.51	158,087.63	76.14%	239,112.86
CAPITAL OUTLAY	697,750.00	1,461,440.91	207,288.70	239.16%	(970,979.61)
OTHER	750.00	1,030.00	-	137.33%	(280.00)
TRANSFER AMONG FUNDS	8,250,000.00	8,250,000.00	-	100.00%	-
	\$ 19,992,217.00	\$ 17,704,826.90	\$ 474,857.24	90.93%	\$ 1,812,532.86



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

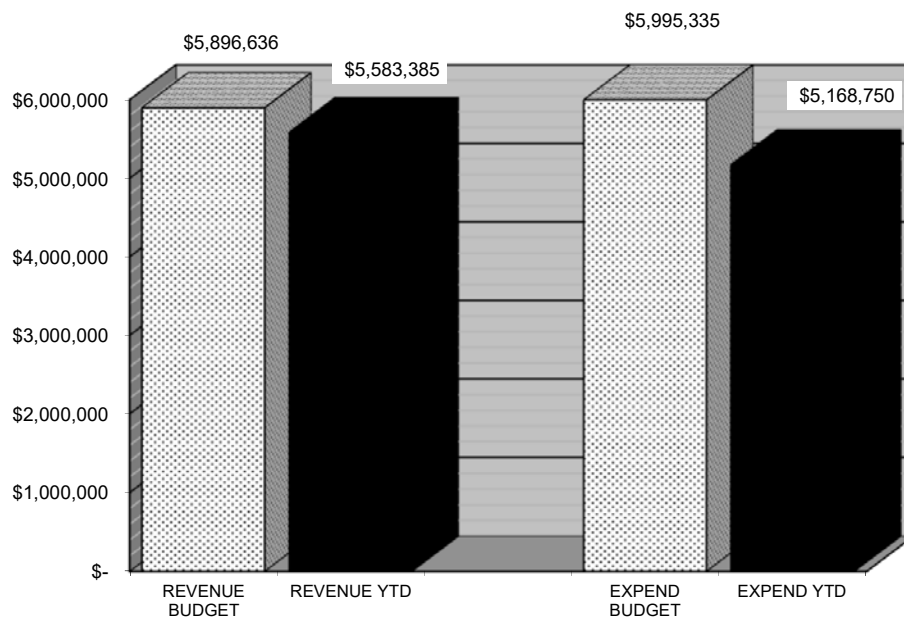
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

DEBT SERVICE FUND

APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 5,704,450.00	\$ 5,547,476.55	97.25%	156,973.45	
OTHER LOCAL REVENUE	-	-	0.00%		
INTEREST ON INVESTMENTS	38,000.00	35,908.26	94.50%	2,091.74	
TRANSFER AMONG FUNDS	154,186.00	-	0.00%	154,186.00	
TOTALS	\$ 5,896,636.00	\$ 5,583,384.81	94.69%	\$313,251.19	

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	1,425.00		95.00%	\$ 75.00
	-	-		0.00%	-
TOTALS	\$ 5,995,335.00	\$ 5,168,750.00		86.21%	\$ 826,585.00



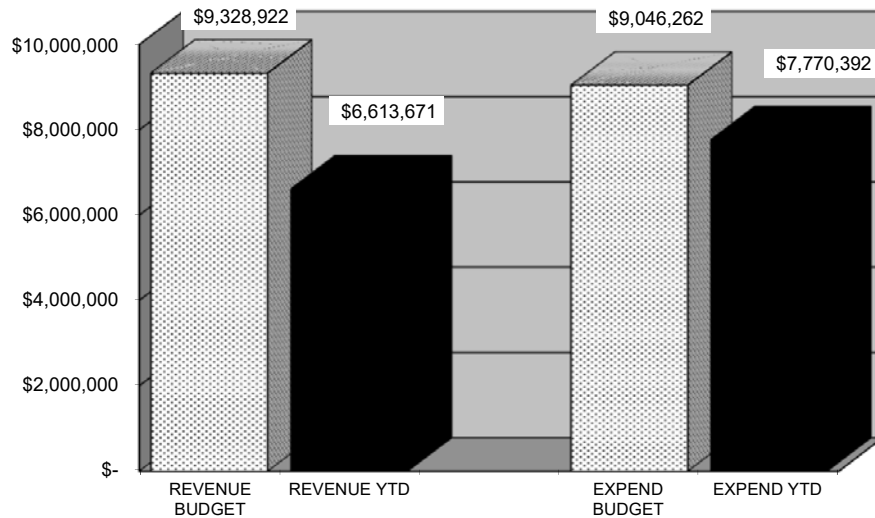
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

TRANSPORTATION FUND APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 4,240,802.00	\$ 3,970,415.04	93.62%	\$ 270,386.96	
INTEREST ON INVESTMENTS	48,000.00	84,296.49	175.62%		\$36,296.49
BUS FEES	175,000.00	159,116.25	90.92%	15,883.75	
STATE REVENUE	4,840,120.00	2,370,883.17	48.98%	2,469,236.83	
OTHER LOCAL REVENUE	25,000.00	28,960.20	115.84%		3,960.20
TOTALS	\$ 9,328,922.00	\$ 6,613,671.15	70.89%	\$ 2,715,250.85	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
SALARIES	\$ 4,684,879.00	\$ 3,787,819.57	-	80.85%	\$ 897,059.43
BENEFITS	1,886,610.00	1,459,110.43	-	77.34%	427,499.57
PURCHASED SERVICES	698,830.00	796,826.71	37.46	114.03%	(98,034.17)
SUPPLIES	1,012,743.00	975,509.80	-	96.32%	37,233.20
CAPITAL OUTLAY	763,200.00	749,225.96	1,862.23	98.41%	12,111.81
CONTINGENCY/OTHER	-	-	-	0.00%	-
TRANSFER AMONG FUNDS	-	-	-	0.00%	-
	\$ 9,046,262.00	\$ 7,768,492.47	\$ 1,899.69	85.90%	\$ 1,275,869.84



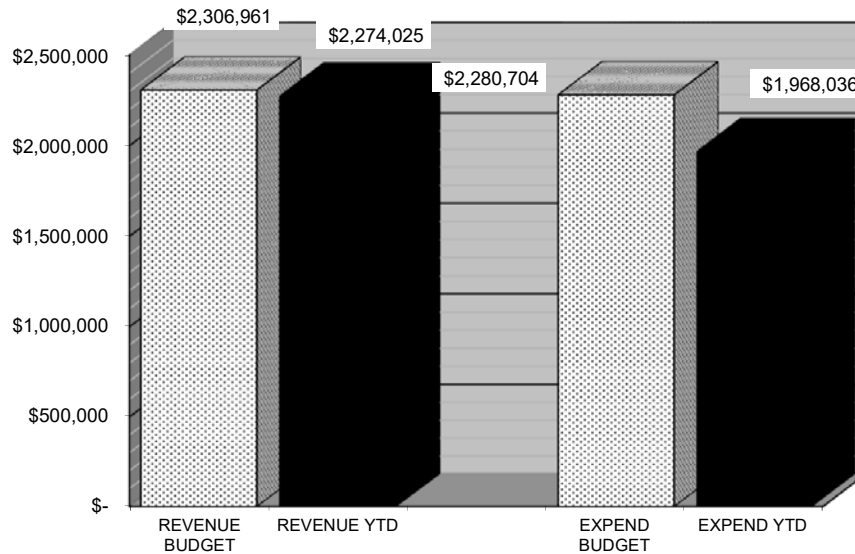
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

**ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)
APRIL 2019 - BUDGET REPORT**

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 2,170,461.00	\$ 2,137,233.88	98.47%	\$ 33,227.12	
INTEREST ON INVESTMENTS	11,500.00	11,790.91	102.53%		\$ 290.91
CPP REPLACEMENT TAXES	125,000.00	125,000.00	100.00%		
TOTALS	\$ 2,306,961.00	\$ 2,274,024.79	98.57%	\$ 32,936.21	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
BENEFITS	\$ 2,280,704.00	\$ 1,968,036.06		86.29%	\$ 312,667.94
TOTALS	\$ 2,280,704.00	\$ 1,968,036.06		86.29%	\$ 312,667.94



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

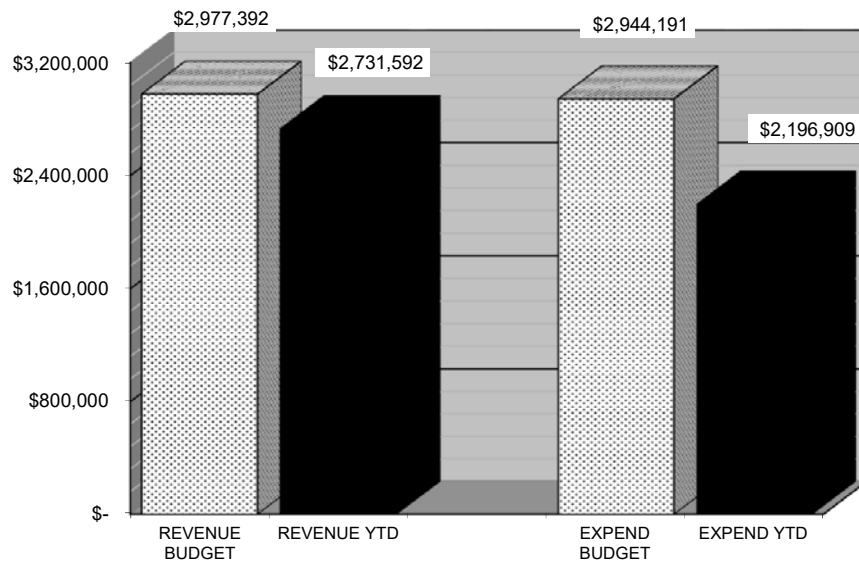
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

SOCIAL SECURITY FUND

APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 2,946,392.00	\$ 2,688,510.26	91.25%	\$ 257,881.74	
INTEREST ON INVESTMENTS	31,000.00	43,081.40	138.97%		\$ 12,081.40
TOTALS	\$ 2,977,392.00	\$ 2,731,591.66	91.74%	\$ 245,800.34	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
BENEFITS	\$ 2,944,191.00	\$ 2,196,909.15		74.62%	\$ 747,281.85
TOTALS	\$ 2,944,191.00	\$ 2,196,909.15		74.62%	\$747,281.85



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

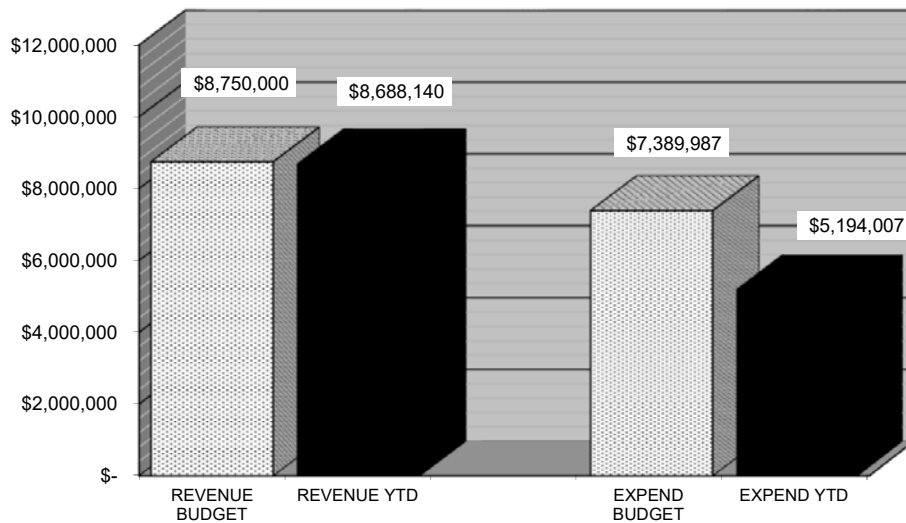
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

CAPITAL PROJECTS FUND

APRIL 2019 - 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	1,028.08	20.56%	3,971.92	
DONATION	60,000.00	-	0.00%	60,000.00	
OTHER	100,000.00	146,012.42	146.01%		\$46,012.42
TRANSFER AMONG FUNDS	8,250,000.00	8,250,000.00	100.00%		
TOTALS	\$ 8,750,000.00	\$ 8,688,139.91	99.29%	\$ 61,860.09	

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
PURCHASED SERVICES	\$ 662,647.00	\$ 461,905.43	\$ 35,154.00	75.01%	\$ 165,587.57
SUPPLIES/MATERIALS	-	-	-	0.00%	-
CAPITAL OUTLAY	6,727,340.00	4,277,047.71	419,899.39	69.82%	2,030,392.90
CONTINGENCY	-	-	-	0.00%	-
TOTALS	\$ 7,389,987.00	\$ 4,738,953.14	\$ 455,053.39	70.28%	\$ 2,195,980.47



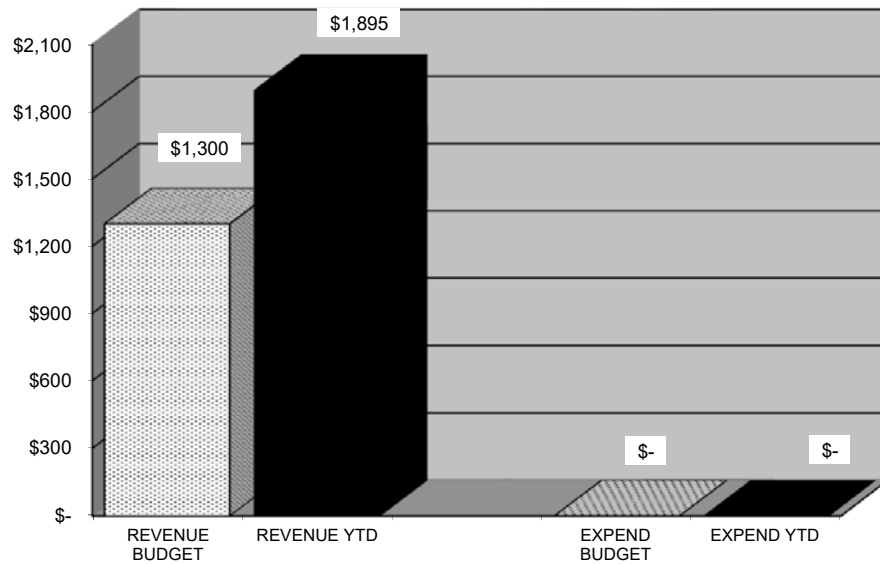
BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

WORKING CASH FUND **APRIL 2019 - BUDGET REPORT**

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ -	\$ -			
INTEREST ON INVESTMENTS	1,300.00	1,894.95	145.77%		\$ 594.95
TOTALS	\$ 1,300.00	\$ 1,894.95			\$ 594.95

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
TRANSFERS	\$ -	\$ -			
TOTALS	\$ -	\$ -			



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

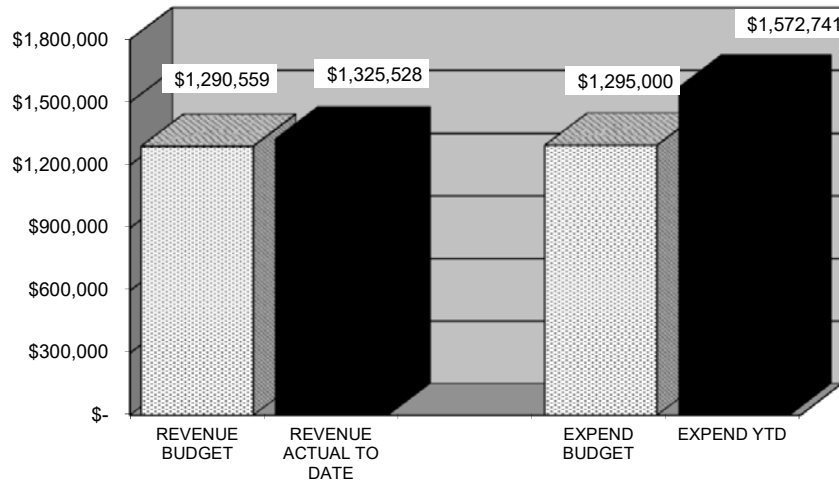
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

TORT IMMUNITY/JUDGEMENT FUND

APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ 1,287,259.00	\$ 1,322,880.93	102.77%		\$35,621.93
INTEREST ON INVESTMENTS	3,300.00	2,622.05	79.46%	677.95	
OTHER LOCAL REVENUE	-	25.00	0.00%		25.00
TRANSFERS IN	-	-	0.00%		
TOTALS	\$ 1,290,559.00	\$ 1,325,527.98	102.71%		\$ 34,968.98

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
PURCHASED SERVICES	\$ 1,295,000.00	\$ 1,572,741.46	\$ 55,432	121.45%	\$ (277,741.46)
SUPPLIES	-	-	-	0.00%	-
DUES/FEES	-	-	-	0.00%	-
CONTINGENCY	-	-	-	0.00%	-
TOTALS	\$ 1,295,000.00	\$ 1,572,741.46	\$ 55,432	121.45%	\$ (277,741.46)



BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

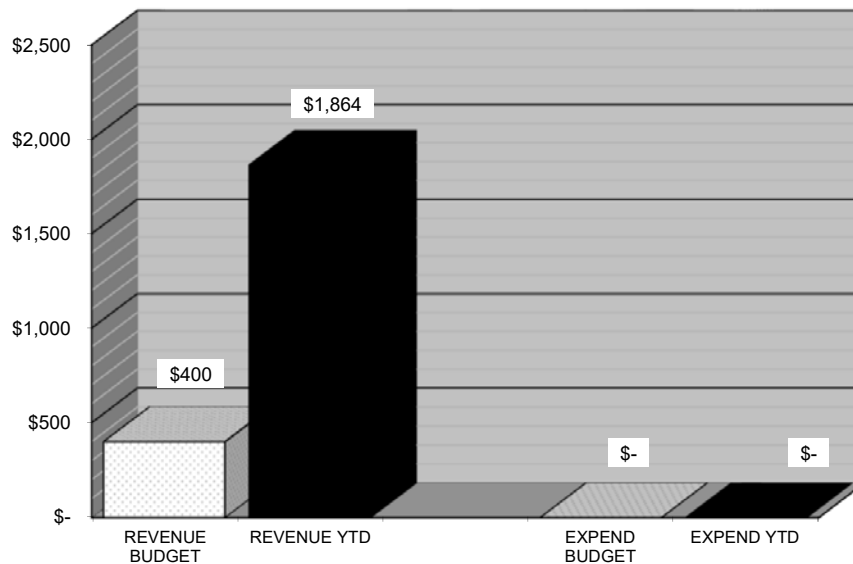
ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

FIRE PREVENTION & SAFETY FUND

APRIL 2019 - BUDGET REPORT

REVENUE	REVENUE BUDGET	REVENUE COLLECTED	PERCENT RECEIVED	TO BE COLLECTED	REVENUE OVER BUDGET
LOCAL TAXES	\$ -	\$ -	0.00%		
INTEREST ON INVESTMENTS	400.00	1,863.70	465.93%		\$ 1,463.70
PRINCIPAL ON BONDS SOLD	-	-	0.00%		
PREMIUM ON BONDS SOLD	-	-	0.00%		
TOTALS	\$ 400.00	\$ 1,863.70	465.93%		\$1,463.70

EXPENDITURES	EXPENDITURE BUDGET	ACTUAL EXPENDITURES	ENCUMB	% OF BUDGET EXPENDED	AVAILABLE BUDGET
PURCHASED SERVICES	\$ -	\$ -	-	0.00%	\$ -
CAPITAL OUTLAY	-	-	-	0.00%	-
OTHER	-	-	-	0.00%	-
TOTALS	\$ -	\$ -	-	0.00%	\$ -



ACTUAL REVENUES & EXPENDITURES - UNAUDITED CASH BASIS AMOUNTS

BUDGET AMOUNTS ARE FROM THE DISTRICT'S FY 19 APPROVED BUDGET

May 8, 2019



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

Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net



DATE: May 8, 2019

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 various instruments that are 15+ years old and in poor/unusable condition. The cost to repair these instruments exceeds their value.

We further request the disposal of equipment in the Technology Department that is 7+ years old and no longer functions or does not function well. The disposed items will be donated to United Cerebral Palsy (UCP).

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: Trombone

Dept. Item Used In: Music - Band Building Item
Housed In: CS

Description of Item: Trombone

Brand Name: Holton

Model Number: N/A Dimensions: L 4' W 2' H

Serial Number: 998895 Weight: 3lbs

Age of Item(s): 20 yrs ? Condition: Poor - UNUSABLE

Other Descriptive Comments: Instrument Dented + missing Part
Instrument Costs more to repair than
its worth

What was Original Value of Item (Estimated)? \$600

What is its Present Value (Estimated)? \$0 - ~~unusable~~

APPROVALS

Originator: [Signature] Date: 4/26/19

Building Administrator: X [Signature] Date: 4/26/19

Assistant. Supt. For Business [Signature] Date: 4/30/19

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: Trombone

Dept. Item Used In: Music - Band Building Item
Housed In: CS

Description of Item: Trombone

Brand Name: Olds

Model Number: 486399 Dimensions: L 4' W 2' H

Serial Number: ↓ Weight: 3lbs

Age of Item(s): 20 yrs? Condition: Poor - Unusable

Other Descriptive Comments: Instrument Dented + missing
Parts - It costs more to repair than instrument
is worth

What was Original Value of Item (Estimated)? \$600

What is its Present Value (Estimated)? \$0 ~~100~~

APPROVALS

Originator: [Signature] Date: 4/26/19

Building Administrator: X [Signature] Date: 4/26/19

Assistant. Supt. For Business [Signature] Date: 5.2.19

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: Trom Bone

Dept. Item Used In: MUSIC - BAND Building Item
Housed In: CS

Description of Item: Trom bone

Brand Name: Getzen

Model Number: — Dimensions: L 4' W 1' H —

Serial Number: N/A Weight: 3 lbs.

Age of Item(s): — Condition: Poor - Unusable

Other Descriptive Comments: Instrument Dented + unusable
It costs more to repair than it's worth

What was Original Value of Item (Estimated)? \$ 500

What is its Present Value (Estimated)? \$ 0- ~~100~~ ~~200~~ ~~300~~ ~~400~~ ~~500~~

APPROVALS

Originator: [Signature] Date: 4/24/19

Building Administrator: [Signature] Date: 4/24/19

Assistant. Supt. For Business [Signature] Date: 5-2-19

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: Trombone

Dept. Item Used In: Music - Band Building Item
Housed In: CS

Description of Item: Trombone Music Instrument

Brand Name: Conn

Model Number: 860934 Dimensions: L 2' W H

Serial Number: ↓ Weight: 2 lb

Age of Item(s): 15 Condition: Bad -

Other Descriptive Comments: Trombone is dented + Rusted
Beyond Repair. It will cost too much (More than
the instrument worth

What was Original Value of Item (Estimated)? \$800

What is its Present Value (Estimated)? \$0 - ~~2110~~ ~~2110~~ ~~2110~~

APPROVALS

Originator: [Signature]

Date: 4/26/19

Building Administrator: [Signature]

Date: 4/26/19

Assistant. Supt. For Business [Signature]

Date: 5.2.19

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: Trombone

Dept. Item Used In: Music - Band Building Item
Housed In: CS

Description of Item: Trombone

Brand Name: Bach

Model Number: N/A Dimensions: L 4' W 2' H

Serial Number: 97625 Weight: 3 lbs

Age of Item(s): Condition: Poor - Unusable

Other Descriptive Comments: Instrument dented + missing
parts. It costs more to repair more than
its worth

What was Original Value of Item (Estimated)? \$600

What is its Present Value (Estimated)? \$0 - ~~200~~ - ~~300~~ - ~~400~~

APPROVALS

Originator: [Signature] Date: 4/26/19

Building Administrator: [Signature] Date: 4/26/19

Assistant. Supt. For Business [Signature] Date: 5-2-19

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: French Horn

Dept. Item Used In: Music - Band Building Item
Housed In: CS

Description of Item: FRENCH HORN Instrument

Brand Name: No Name

Model Number: 568158 Dimensions: L 3' W 4' H

Serial Number: ↓ Weight: 5 lbs

Age of Item(s): 20 yrs? Condition: Poor - Unusable

Other Descriptive Comments: Instrument Unusable - Dents
+ repairs cost more than the instrument is
worth

What was Original Value of Item (Estimated)? \$ 400

What is its Present Value (Estimated)? \$0 - ~~20~~

APPROVALS

Originator: [Signature] Date: 4/24/19

Building Administrator: X [Signature] Date: 4/24/19

Assistant. Supt. For Business [Signature] Date: 5.2.19

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: French Horn

Dept. Item Used In: Music-Band Building Item
Housed In: CS

Description of Item: French Horn Instrument

Brand Name: Olds-Bingler

Model Number: 628499 Dimensions: L 3' W 2' H

Serial Number: ↓ Weight: 3lb

Age of Item(s): 20 yrs ? Condition: Poor- Unusable

Other Descriptive Comments: Instrument not usable. It
costs more to repair than its worth.

What was Original Value of Item (Estimated)? \$800

What is its Present Value (Estimated)? \$0- ~~\$20~~ ~~\$50~~ ~~\$100~~

APPROVALS

Originator: [Signature] Date: 4/24/19

Building Administrator: [Signature] Date: 4/24/19

Assistant. Supt. For Business [Signature] Date: 5.2.19

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: Tenor Sax

Dept. Item Used In: Music - Band Building Item
Housed In: CS

Description of Item: Tenor Sax Instrument

Brand Name: Vito

Model Number: — Dimensions: L 4' W 1' H —

Serial Number: 507256 Weight: 16 lbs

Age of Item(s): 20 yrs? Condition: Poor - Unusable

Other Descriptive Comments: Instrument UNUSABLE -
Costs more to repair than its worth

What was Original Value of Item (Estimated)? \$ 800

What is its Present Value (Estimated)? \$ 0 - ~~much less~~

APPROVALS

Originator: [Signature] Date: 4/26/19

Building Administrator: X [Signature] Date: 4/26/19

Assistant. Supt. For Business [Signature] Date: 5-2-19

Board of Education : _____ Date: _____

- 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.

What was Original Value of Item (Estimated)? \$400

What is its Present Value (Estimated)? 0

Originator: _____ Date: 4/24/19

Building Administrator: X _____ Date: 4/24/19

Assistant. Supt. For Business _____ Date: 5-2-19

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: Cornet

Dept. Item Used In: Music-Band Building Item
Housed In: CS

Description of Item: Cornet Instrument

Brand Name: Conn

Model Number: 975339 Dimensions: L 2" W H

Serial Number: ↓ Weight: 2 lb

Age of Item(s): 20 yrs ? Condition: Poor - Unusable

Other Descriptive Comments: Instrument Dented + Damaged
+ it costs more to repair than it's worth.

What was Original Value of Item (Estimated)? \$80

What is its Present Value (Estimated)? \$0 ~~100~~

APPROVALS

Originator: [Signature]

Building Administrator: X [Signature]

Assistant. Supt. For Business [Signature]

Board of Education : _____

Date: 4/26/19

Date: 4/26/19

Date: 5.2.19

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: Trumpet

Dept. Item Used In: Band - Music Building Item
Housed In: Lincoln

Description of Item: Very Old Silver Trumpet

Brand Name: Soloist

Model Number: Ø Dimensions: L 2' W 10" H 10"

Serial Number: Ø Weight: 5 lbs

Age of Item(s): 50+ yrs Condition: Very Poor

Other Descriptive Comments: Very old much repaired
trumpet not in the proper key to use.

What was Original Value of Item (Estimated)? \$700

What is its Present Value (Estimated)? \$25 or metal value

APPROVALS

Originator: [Signature] Date: 4/26/19

Building Administrator: [Signature] Date: 4/26/19

Assistant. Supt. For Business [Signature] Date: 5.2.19

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: E♭ Horn

Dept. Item Used In: Band-Music Building Item
Housed In: Lincoln

Description of Item: Old French Horn

Brand Name: The Regent

Model Number: Ø Dimensions: L 2' W 6" H 1'

Serial Number: 23619 Weight: 8lbs

Age of Item(s): 70 yrs Condition: Fair

Other Descriptive Comments: This was donated and is not
useable, in the wrong key for school band.

What was Original Value of Item (Estimated)? \$800

What is its Present Value (Estimated)? \$25 or metal value

APPROVALS

Originator: [Signature]

Building Administrator: [Signature]

Assistant. Supt. For Business: [Signature]

Board of Education : _____

Date: 4-30-19

Date: 4-30-19

Date: 5.2.19

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: Desktop Computers/ Printers/Monitors/Laptops/Keyboards/Mice/Cables/ELMOS Projectors/AV equipment/Laptop Bags

Dept. Item Used In: Technology Item Housed In: WRS

Description of Item: Computers/Printers/Monitors/Laptops/Keyboards/Mice/Cables/AV Equipment/ELMOS/Projectors/AV equipment/Laptop Bags

Brand Name: Dell/HP/Viewsonic/Lexmark/Samsung/Epson/Laserjet/Xerox/Mac

Model Number: See attached Dimensions: L H W

Serial Number: See attached Weight:

Age of Item(s): 7+ (average) Condition: No longer functioning or not functioning well

Other Descriptive Comments: Computers/laptops/printers/projectors are 5 to 8 years old--no longer function or do not function well

260 Desktop Computers (8+ yrs); computers include some mice and keyboards

/63 Laptops (10+yrs)

83 Monitors--monitors are 5 to 8 years old; do not function or not functioning well

42 Printers--no longer functioning; 61 LCD Projectors--no longer functioning

13 Elmos--no longer functioning; assorted cables, software, laptop bags to be discarded

What was Original Value of Item (Estimated)? \$700 Desktop Computer/\$800 Laptop Computer/Printers \$250/\$150 Monitors/LCD Projectors \$700/\$250 Elmos

What is its Present Value (Estimated)? .25 per LB

APPROVALS

Originator:

Gemilinda N

Date: 5-2-19

Building Administrator:

Wanda O'Leary

Date: 5-2-19

Assistant. Supt. For Business

Michael Adamczyk

Date: 5-2-19

Board of Education :

Date:

DESKTOPS

Model	Serial	Bar code
Lenovo M81	11S45K6611ZVJ66116J0N4	5004000001390
	11S45K6611ZVJ66116J317	5004000001391
	11S45K6611ZVJ66116J2YV	5004000005860
	11S45K6611ZVJ66116J0NL	5004000000998
	11S45K6611ZVJ66113S218	5004010000387
	11S45K6611ZVJ66113S20J	5004010000467
	11S45K6611ZVJ66113S21G	5004010000452
	11S45K6611ZVJ66113T04D	5004010000102
	11S45K6611ZVJ66113S20W	5004010000364
	11S45K6611ZVJ66116J0R6	5004000001407
	11S45K6611ZVJ66116J34G	5004000001472
	11S45K6611ZVJ66113V2E9	5004010000382
	11S45K6611ZVJ66113T04H	5004010000068
	11S45K6611ZVJ66113S212	5004010000366
	11S45K6611ZVJ66113S22J	5004010000377
	11S45K6611ZVJ66113T047	5004010000065
	11S45K6611ZVJ66113S13J	5004000005287
	11S45K6611ZVJ66116J32A	5004000000743
	11S45K6611ZVJ66113S214	5004010000451
	11S45K6611ZVJ66113S12P	5004010000094
	11S45K6611ZVJ66113T057	5004000009702
	11S45K6611ZVJ66113T042	5004010000091
	11S45K6611ZVJ66113S20G	5004010000386
	11S45K6611ZVJ66116J2WG	5004000001465
	11S45K6611ZVJ66116J2SX	5004000001242
	11S45K6611ZVJ66113S22K	5004010000362
	11S45K6611ZVJ66113S22L	5004010000367
	11S45K6611ZVJ66113V2XC	5004010000056
	11S45K6611ZVJ66113T04A	5004010000089
	11S45K6611ZVJ66113V2Y1	5004000009706
	11S45K6611ZVJ66116J4CH	5004000000920
	11S45K6611ZVJ66116J33E	5004000000907
	11S45K6612ZVJ6G32366FB	no bar code
	11s45k6611zvj66116h2m1	5004000001578
	11s45k6611zvj66113v36j	5004010000360

Model	Serial	Bar code
Dell Optiplex7010	5J1CV12	5004000015583
	FTK3L02	5004000015238
	DJ4BGX1	5004000013554
	FTM1L02	5004000015209
	5HXCX12	5004000015430
	5J6BV12	5004000015435
	DHC9GX1	5004000010327
	FTNZK02	5004000015225
	FTQ5L02	5004000015216
	FTM0L02	5004000015215
	5HVCV12	5004000015597
	5HYDV12	5004000015437
	5J0DV12	5004000015429
	FTJ1L02	5004000015228
	FTN5L02	5004000015213
	DHB9GX1	5004000010328
	5J0CV12	5004000015571
	DJJCGX1	5004000010554
	DHC8GX1	5004000010254
	B859HB2	5004000019182
	FTJ2L02	5004000015239
Dell 755	DHRBGX1	5004000015241
	DHVBGX1	5004000015240
	DJHCGX1	5004000010233
	OHY385	5004000007547

11s45k6611zvj66116j2yb	5004000005850
11s45k6611zvj66116j2w3	5004000001567
11s45k6611zvj66116j0r4	5004000005871
11s45k6611zvj66113s13l	5004010000082
11s45k6611zvj66113l046	5004010000101
11s45k6611zvj66116j0p2	5004000001412
11s45k6611zvj66116j0n5	5004000001406
11s45k6611zvj66116j0sd	5004000000349
11s45k6611zvj66113s21j	5004010000352
11s45k6611zvj66113s1e0	no barcode
11s45k6611zvj66113s1dz	5004010000057
11s45k6611zvj66116j2vd	5004000001000
11s45k6611zvj66113v2xd	5004000009721
11s45k6611zvj66116j32d	5004000001467
11s45k6611zvj66116j31m	5004000001490
11s45k6611zvj66116j0np	5004000000995
11s45k6611zvj66116j2xn	5004000000540
11s45k6611zvj66113s13n	5004010000080
11s45k6611zvj66113l03y	5004010000077
11s45k6611zvj66116j2zc	5004000001568
11s45k6611zvj66116j326	5004000005848
11s45k6611zvj66113l044	5004010000067
11s45k6611zvj66116j0rl	5004000000474
11s45k6611zvj66113s12n	5004010000120
11s45k6611zvj66113l03v	5004010000060
11s45k6611zvj66116j30b	5004000001011
11s45k6611zvj66116j2wj	5004000000472
11s45k6611zvj66116j0ra	5004000000626
11s45k6611zvj66116j2vb	5004000005843
11s45k6611zvj66116j0nf	5004000000516
11s45k6611zvj66116j2ye	5004000000523
11s45k6611zvj66113l04s	5004010000073
11s45k6611zvj66113s13g	5004010000079
11s45k6611zvj66116j2yx	5004000005839
11s45k6611zvj66113v2xr	5004000009718
11s45k6611zvj66116j0nr	5004000001404
11s45k6611zvj66113v2xx	5004010000039

iMac

9ZNZ3B1	5004000003296
0HY385	5004000005288
0T7570	5004000005289
3HR32C1	5004000005284

QP71100WWR3	5004000005756
QP711019WR3	5004000005300
QP711020WR3	5004000005755
QP71100LWR3	5004000006095
QP9121622PN	5004000005754
QP81307PX87	5004000005269

11s45k6611zvj66116j32c	5004000000551
11s45k6611zvj66116j2vh	5004000001034
1S5049W1UMJBBNWX	5004000001579
11s45k6611zvj66113v2xf	no bar code
11s45k6611zvj66116j33j	5004000000999
11s45k6611zvj66113s12h	50040000009710
11s45k6611zvj66116j32x	5004000000994
11s45k6611zvj66116j2w8	5004000001396
11s45k6611zvj66113s22b	5004010000464
11s45k6611zvj66116j0r2	5004000001397
11s45k6611zvj66113v2y2	50040000009723
11s45k6611zvj66116j0nc	5004000000986
11s45k6611zvj66116j30x	5004000000991
11s45k6611zvj66116j34e	5004000001486
11s45k6611zvj66116j31p	5004000000997
11s45k6611zvj66116j2y4	5004000001484
11s45k6611zvj66116j0p4	5004000001010
11s45k6611zvj66113t04z	5004010000087
11s45k6611zvj66116j0r3	5004000001241
11s45k6611zvj66116j32h	5004000001489
11s45k6611zvj66113t04w	5004010000090
11s45k6611zvj66116j2xr	5004000000546
1S5049W1UMJYHLM8	5004010000859
1S5049W1UMJYHLM3	5004010000852
1S5049W1UMJYHLG6	5004010000845
1S5049W1UMJYHLH1	5004010000842
1S5049W1UMJYHNE0	5004010000099
1S5049W1UMJBBPLY	5004000000548
1S5049W1UMJYHLM4	5004010000868
1S5049W1UMJBBPVZ	5004000001401
1S5049W1UMJYHNE7	5004010000085
1S5049W1UMJBBNXL	5004000001556
1S5049W1UMJYHLG5	5004010000863
1S5049W1UMJYHLH8	5004010000843
1S5049W1UMJYHLM7	5004010000853
1S5049W1UMJYHLL9	5004010000840
1S5049W1UMJYHLK5	5004010000862

1S5049W1UMJYHNG2	5004010000088
1S5049W1UMJYHRY0	5004000009701
1S5049W1UMJYHRT9	5004000009705
1S5049W1UMJYHRP4	5004010000055
1S5049W1UMJBBPPK	5004000001013
1S5049W1UMJBBPFN	5004000001015
1S5049W1UMJYHRR5	5004010000059
1S5049W1UMJBBNWD	5004000001003
1S5049W1UMJBBPGH	5004000001035
1S5049W1UMJYHLG3	5004010000864
1S5049W1UMJYHLF4	5004010000865
1S5049W1UMJYHLF8	5004010000851
1S5049W1UMJYHLH2	5004010000846
1S5049W1UMJYHLL4	5004010000861
1S5049W1UMJYHLL7	5004010000848
1S5049W1UMJYHLG0	5004010000841
1S5049W1UMJYHNG0	5004010000084
1S5049W1UMJYHmw2	5004010000384
1S5049W1UMJBBPME	no bar code
16273039700149	no bar code
186104411614	5004010000380
11S45K6611ZVJ66116J4DB	5004000001167
1S5049W1UMJBBPEE	5004000001154
1S5049W1UMJBBPGK	5004000001403
1S5049W1UMJBBPDN	5004000001155
1S5049W1UMJYHRR7	5004010000044
1S5049W1UMJBBNTW	5004000001165
11S45K6611ZVJ66116J304	5004000001271
11S45K6611ZVJ66116J2ZR	5004000001271
11S45K6611ZVJ66116J2X0	5004000001273
11S45K6611ZVJ66116J2TC	5004000001281
11S45K6611ZVJ66116J2TS	5004000001276
11S45K6611ZVJ66116H2L2	5004000001050
11S45K6611ZVJ66116J2SY	5004000001166
11S45K6611ZVJ66116J2Z2	5004000001160
11S45K6611ZVJ66113V2Y6	5004010000062
11S45K6611ZVJ66113S1E1	5004010000031

11S45K6611ZVJ66114308J	5004000001164
11S45K6611ZVJ66116J4E0	5004000001158
11S45K6611ZVJ66116J307	5004000001348
11S45K6611ZVJ66116F1VP	5004000000471
11S45K6611ZVJ66116J0RR	5004000001160
1S5049W1UMJBBNKZ	5004000001150
1S5049W1UMJBBNYT	5004000000487
1S5049W1UMJBBPDC	5004000001343
1S5049W1UMJBBPCF	5004000005855
1S5049W1UMJBBPFA	5004000001349
1S5049W1UMJBBPGM	5004000001247
1S5049W1UMJBBPFP	5004000000992
1S5049W1UMJBBNPT	5004000001272
1S5049W1UMJBBNLH	5004000001405
11S45K6611ZVJ66116J2TP	5004000001480
1S5049W1UMJBBNXX	5004000001065
11S45K6611ZVJ66116J330	5004000001064
11S45K6611ZVJ66116H2LH	5004000001070
1S5049W1UMJBBNWX	5004000000735
1S5049W1UMJBBPMF	5004000001123
1S5049W1UMJBBNXX	5004000007333
1S5049W1UMJMXPXZ	5004000007242
11S45K6611ZVJ66116J2TH	5004000001282
11S45K6611ZVJ66113S1CW	5004010000890
11S45K6611ZVJ66113V2WT	5004010000883
11S45K6611ZVJ66113V2WR	5004010000894
11S45K6611ZVJ66116J2ZG	5004000000635
11S45K6611ZVJ66116J0NN	5004000000638
11S45K6611ZVJ66116J2VK	5004000001283
11S45K6611ZVJ66116J33H	5004000001287
11S45K6611ZVJ66116J2WZ	5004000001119
11S45K6611ZVJ66116J2X6	5004000005885
11S45K6611ZVJ66116J337	5004000001121
11S45K6611ZVJ66116H2LA	5004000001062
11S45K6611ZVJ66116J2X4	5004000005891
11S45K6611ZVJ66113S21F	5004010000457
11S45K6611ZVJ66116J2TE	5004000001248

11S45K6611ZVJ66116J2ZY	5004000001278
11S45K6611ZVJ66116J2YP	5004000001063
11S45K6611ZVJ66116H2LB	5004000001122
11S45K6611ZVJ66113V2X3	5004010000034
11S45K6611ZVJ66116J2VE	5004000001068
11S45K6611ZVJ66116H2L7	5004000001052
11S45K6611ZVJ66116J0PV	5004000000625
11S45K6611ZVJ66116J0N9	5004010000105
11S45K6611ZVJ66113T051	5004010000109
11S45K6611ZVJ66113T04R	5004000001266
11S45K6611ZVJ66116J2ZD	5004000001277
11S45K6611ZVJ66116J4DV	5004000001285
11S45K6611ZVJ66116J2XX	5004000001286
11S45K6611ZVJ66116J2ZE	5004000001269
11S45K6611ZVJ66116J0R8	5004000001267
11S45K6611ZVJ66116J2TY	5004000000645
11S45K6611ZVJ66113V2WN	5004010000876
11S45K6611ZVJ66116J2VT	5004000001265
11S45K6611ZVJ66116J4D8	5004000001257
11S45K6611ZVJ66116J2VZ	5004000001274
11S45K6611ZVJ66116H2LW	5004000001270
11S45K6611ZVJ66116J2TR	5004000001279
11S45K6611ZVJ66113S22T	5004010000381
11S45K6611ZVJ66116J4CP	5004000001280
11S45K6611ZVJ66116J2ZW	5004000001259
11S45K6611ZVJ66116J0RZ	5004000001288
11S45K6611ZVJ66116J2TW	5004000001289
11S45K6611ZVJ66116J2W1	5004000001260
11S45K6611ZVJ66116J2VV	5004000001275
11S45K6611ZVJ66116J4D3	5004000001290
1S5049W1UMJBBNPP	5004000001284
1S5049W1UMJBBNVG	5004000001256
1S5049W1UMJBPPFD	5004000001328
1S5049W1UMJYHMY6	5004010000474
1S5049W1UMJYHRX1	5004000009714
11S45K6611ZVJ66116F1VZ	5004000001328
11S45K6611ZVJ66113S20Z	5004010000474

11S45K6611ZVJ66113V2Y0	5004000009714
1S5049W1UMJB8PPZ	5004000000361
1S5049W1UMJB8PNX	5004000000348
1S5049W1UMJB8PFG	5004000006127
1S5049W1UMJB8NYD	5004000001058
1S5049W1UMJB8NYF	5004000001059
1S5049W1UMJYHLL5	5004010000895

LAPTOPS

Model	Serial	Bar code
4540	2ce2511flw	5004000018815
6710	BCAKW116BDFB30CEWK	5004000029681
6440b	CND01315XF	5004010001167
	CND0130S1B	5004010000267
	CNU1203149	50000003
	CNU120313L	no code
	CND013086X	5004010000711
640G1	A3009DD10303	5004000017527
	A3009DD10303	5004000018289
	A3009DD10303	5004000017691
	A3009DD10303	5004000017411
	A3009DD10303	5004000017140
6710	CNU8142DJQ	5004000005747
	CNU8142D7W	5004000015347
	CNU8142CLG	5004000001823
	CNU8142BC2	5004000001635
	CNU8142D46	5004000001648
Macbook a1342	45137fc8f5w	5004000002005
Dell latitude e6530	j3n9jx1	5004000008989
Dell latitude 6400atg	6CDHVL1	5004000007525
6440b	CND0130S4P	5004000001420
	CND0131FH5	5004010001170
	CND0123CX4	5004010000632
	CND0130RQP	5004010000723
	CND0130XX0	5004010001189
	CND0130X95	5004010001218
	CND0123CKN	5004010000293
	CND0130822	5004010001226

LAPTOPS

Model	Serial	Bar code
	CND0123C0P	5004010000592
	CND0130RSD	5004000000043
	CND0130X6V	5004010001211
	CND0123GQK	5004010000783
	CND0130RS6	5004010000803
	CND0123D0Z	5004010000304
	CND0123JN2	5004000000084
	CND0123K85	5004010000200
	CND0123GHM	5004010001033
	CND01319QD	5004010001320
	CND01238XK	5004010000583
	CND0123BZV	5004010000734
	CNU0444D5N	50040000009687
	CND0123CX9	5004010000757
	CND0130S0M	5004010000700
	CND0123C4M	5004010000736
	CND0130XJH	5004010001201
	CND0130SXN	5004010000708
	CND01239QF	no code
	CNU8142DW4	5004000001847
	CNU8142D1T	5004000000438
	CND01317ZB	5004010001000
	CND0131FF6	5004000007375
	CND8273D4N	5004000007969
	CND0123C09	5004010001277
	CND0130823	5004010000666
	CND01307VX	5004000009684
	CND013086X	no code
6450b	CNU120313P	5004000000325
	CNU0444D70	5004000007825
	CNU1203143	5004000001862
	CNU120314N	5004000001864
	CNU1203152	5004000000327
Chromebook Acer	no serial	5004000013570

LAPTOPS**Model****Serial****Bar code**

IBM lenovo t410

1S25184LUR8Y47D4

no code

MONITORS					
Model	Serial	Bar Code	Model	Serial	Bar Code
Viewsonic vs11383	QD4070420329		HP GE178A	CNK8110NM4	
	QD4070420322			CNK8111Q36	
	QD4070420335			CNK81903VL	
	QD4064322269			CNK8111Q5F	
	QD4070420432			CNK8111Q3V	
	QD4064021728			CNK8110MM0	
	QD4070421612			CNK8111Q6X	
	QD4070421270			CNK8110MQB	
	QD4070420616			CNK81903GT	
	QBY073628275			CNK8111Q3J	
	QD4070421053			CNK8111Q38	
	QD4070421312			CNK81903H7	
	QBY073628643			CNK8111Q1S	
	T6Q131246484			CNK8110N77	
	R9T101920262			CNK8200LP6	
Viewsonic VG730M3	QBY073620801			CNK8200LPD	
				CNK81903T0	
				CNK81903L8	
				CNK8110N18	
				CNK8200KNX	
				CNK8110MP1	
VA1912A	T6Q131241954	5004000015008		CNK8110MKB	
	T6Q130920445	5004000015007		CNK82912RV	
	T6Q131241947	5004000015004		CNK819034W	
	Q8Y070501869			CNK8110M50	
X213w	ETLCG0C0238170CE244010			CNK8110M8B	
Acer 1717F	ETL600237274802C47417D		DEll E2011HC	CN02H2VM641801890L5M	5004000001293
	ETL730821680511A4F429I				5004000001309
					5004000007332
					5004000001091
					5004010000492
					5004000001303

			5004000007316
			5004000001096
			5004000001686
Samsung 2493hm	KI24HVNS301034R		5004000007755
			5004010000494
			5004000001310
			5004000001305
			5004000001301
			5004000007325
			5004000001292
Dell 2007 FBP	CN0C95364663366S1ATS		5004000001251
	CN0MC0406418063I026S		5004000001081
	MY0F717047603553A0Q1		5004000001087
	CN0WH319728726BO2KDM	CN02H2VM6418018905KM	5004000001519
	CN0CC6397287264O27RS	CN02H2VM6418018915ZM	5004000001099
	CN0WH317728726972FRL	CN02H2VM641801890U3M	5004000001104
		CN02H2VM64180189018M	5004000001098
		CN019K596418013M0QGL	5004010001123
		CN019K59641801380E0L	5004010001125
		CN02H2VM6418018912UM	5004000000421
		CN038RYR7287234DAW3L	5004000010270

PRINTERS		
Model	Serial	Bar code
HP1200	CNBB206734	
	CNCB728671	
	CNBB206589	
	CNCB989580	
	CNCB589549	
	CNCB989591	
	CNCB683728	
	CNCB693034	
	CNCV088936	
	CNCB544904	
	CNBB205970	
	CNCB728654	
	CNBB206750	
	PHGDG09213	
	CNBB205981	
HP Scanjet 6300c	SG02H260DPPE	
	CNHC72F0LZ	
	CNCB544891	
	CNCB565702	
Laserjet Pro 400 colc	CNDF339318	
	CNDF337896	
	CNDF238589	
Xerox Phaser 3250	MXX513295	

LexMark 520dn	6231BFH 62317TL 34S0300 33S0300	
HP Colorjet2600n	CNGC67T0YH CNHC72F0LZ	
HP Deskjet 6988	CBO55A	
Laserjet Pro M402n	PHBHG13030 PHBHK80737 PHBHD00892	500400001779 500400002539 500400001769
Laserjet Pro 400	CZ195A PHGDB28196	500400001589 500400001579
Lexmark 250dn	72C109M 33S0300	
Lexmark e250	62318R2 33S0300 6215TDY	

Laserjet 402n

PHBHC23013

500400001779

PROJECTORS

Model	Serial	Bar code
EPSON PowerLite 410W	LTHF032804L	5004000002986
	LTHF080410L	no bar code
	LTHF032858L	5004000006236
	KH3F920302L	5004000006015
	LTHF032387L	5004000005482
	LTHF032656L	5004000006414
	LTHF961390L	5004000006076
	LTHF032385L	5004000005492
	LTHF032576L	5004000006342
	LTHF032637L	5004000006463
	LTHF032794L	5004000006034
	LTHF080411L	5004000006464
	LTHF032590L	5004000006578
	LTHF032779L	5004000006039
	LTHF032878L	5004000006459
	LTHF032782L	5004000006024
	LTHF982205L	5004000002987
	LTHF9X1554L	5004000005484
	R9PF230931L	50040000013497
	LTHF032891L	5004000006461
	LTHF032678L	5004000006410
	LTHF032776L	5004000006035
	LTHF9X1531L	5004000005485
	LTHF032867L	5004000006587
	LTHF032374L	5004000006341
	LTHF080381L	5004000006542

83+

KM3F011579L	5004000006283
KM3F011441L	5004000006247
KM3F011387L	5004000006144
KM3F928381L	5004000006438
KM3F011431L	5004000006062
KM3F9Y0355L	5004000006170
JXJF810213L	5004000005465
KM3F010150L	5004000006166
KM3F011401L	5004000006054
KM3F885799L	5004000006074
JXJF755678L	5004000006323
KM3F011410L	5004000006042
KM3F011407L	5004000006019
KM3F9Z7812L	5004000006435
KM3F9Z1713L	5004000006339
KM3F82D310L	5004000006311
KM3F835174L	5004000006155
KM3F896431L	5004000016017

826W+

MTXF062084L	5004000005649
MTXF070750L	no bar code
MTXF060095L	5004000006598
MTXF062008L	5004010003047
MTXF050623L	no bar code
MTXF061451L	5004000006451
MTXF060097L	5004000006248
MTXF061433L	5004000006046

	MTXF060067L		5004000006590
	MTXF061429L		5004000005663
	MTXF061281L		5004000006299
	MTXF062053L		5004000006279
	KM3F011419L		5004000006152
	MTXF050634L		5004000006395
	MTXF061324L		5004000005610
96W	P9QF1Z0133L		5004000007053
Promethean	68Y23468	no code	

ELMOS**Model****Serial number****Barcode**

ELMO TT-O2S

69184 5004000015472
1213785 5004000007254
534150 5004000002381
502952 5004000002552
454777 5004000002812
503726 5004000002885
454283 5004000002115
501196 5004000002596
503485 5004000002572
454738 5004000002607
1229131 5004000015934
109295 5004000002597
109309 5004000002619



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Community Consolidated School District 15

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580 N. 1st Bank Drive
Palatine, IL 60067-8110

Lisa Nuss
Assistant Superintendent for Human Resources

(847) 963-3013 • Fax (847) 963-3162
www.ccsd15.net



DATE: May 8, 2019

TO: Board of Education

FROM: Lisa Nuss

RE: Consent Calendar Item—Annual Renewal of Frontline Absence and Substitute Management System

The annual fee to use the Frontline Absence and Substitute Management software system is \$27,077.84 for the 2019-2020 fiscal year.

The Frontline software supports the District's absence management system for all employees and the substitute management system for the District. This will be an expenditure of the Human Resources Department budget for the 2019-2020 school year.



INVOICE

Acct #: 11627
#INVUS96254

Accounts payable
Palatine Community Consol. School Dist 15
580 North 1st Bank Drive
Palatine IL 60067

Start Date: 7/1/2019
Due Date: 7/31/2019

PAYMENT INFORMATION

Please send checks to:

Frontline Technologies Group LLC
PO Box 780577
Philadelphia, PA 19178-0577

To make payment via ACH/EFT:

Bank Name: Wells Fargo, N.A.
Account Name: Frontline Technologies Group LLC
ABA/Routing #: 121000248
Account #: 4121566533
Swift Code: WFBIUS6S

Please include the invoice number in the memo of your check or ACH payment to ensure timely processing.

Please send remittance advice to Billing@FrontlineEd.com.

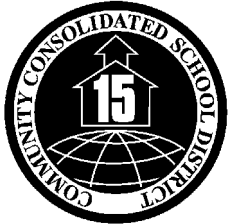
Qty	Description	Start	End	End User	Rate	Amount
1	Absence & Substitute Management, unlimited usage for internal employees	7/1/2019	6/30/2020	11627 Community Consolidated SD 15	\$27,077.84	\$27,077.84

Please note: Our billing is contract based, so you will need to check with your buyers/approvers for your organization's internal PO information. While we may note a provided PO# as a courtesy, PO tracking is an internal customer process. Timely payment is important to maintain a continuous subscription status and allow for delivery of professional services.

SUBTOTAL \$27,077.84

TOTAL DUE \$27,077.84
by 7/31/2019

RECEIVED
APR 23 2019
ACCOUNTS PAYABLE



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Community Consolidated School District 15

Jane Addams School
1020 Sayles Drive
Palatine, IL 60074-7274

Amy Molinsky,
Principal

(847) 963-5000 • Fax (847) 963-5006
www.ccsd15.net



Date: May 8, 2019

To: Palatine Community Consolidated School District 15 Board Members

From: Amy Molinsky, Principal Jane Addams Elementary

Subject: Gifts to the District, Board Policy 8:80

Per the attached School District 15 policy, the Board of Education accepts gifts provided the gift can be used in a manner with the Board's educational objectives and policies.

Sion Club has donated to schools for the past 15 years. This year, Sion Club has offered Jane Addams \$1,000 toward our Literacy efforts at Jane Addams. We look forward to sharing our donation with staff to dedicate these funds toward student achievement and resources.

We greatly appreciate our partnership and coordination with the students and families in Palatine.

Please feel free to contact me with any questions at 847-963-5005.

Amy Molinsky

SION CLUB
P.O. BOX 59014
SCHAUMBURG, IL 60159

April 17, 2019

Community Consolidated School District 15
580 N. 1st Bank Drive
Palatine, IL 60067-8110

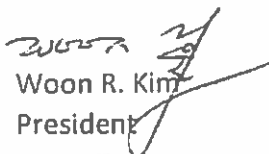
Dear Members of the Board of Education:

It is my pleasure to introduce the Sion Club—a Korean-American women's organization that raises funds to benefit people in need. For the past 15 years, we have donated to both schools and nonprofits locally and internationally.

Ms. Jess Park of HandsOn Suburban Chicago recently advised us to donate to Jane Addams Elementary School in Palatine. We would like to gift the school \$1,000 to boost student literacy. We trust Principal Amy Molinsky to decide how best to use the funds to realize our wish of bolstering the students' reading skills.

I hope you will accept our donation.

Sincerely,


Woon R. Kim
President

Community Relations

Gifts to the District

The Board of Education accepts gifts from an educational foundation or other entity or individual, provided the gift can be used in a manner compatible with the Board's educational objectives and policies. The Board encourages unrestricted gifts. 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. For all other donations to the District, the Board will be notified in a timely manner.

All gifts and monies received become the property of Community Consolidated School District 15.

Individuals may make monetary donations to the school district through the District Fifteen Educational Foundation.

LEGAL REF.: School Code, 105 ILCS 5/16-1.

ADOPTED: October 12, 1994

REVISED: January 13, 2010

May 8, 2019



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 Palatine, IL 60067-8110

Meg Schnoor, Ed.D.
 Assistant Superintendent for Teaching and Learning

(847) 963-3101 □ Fax (847) 963-3119
 www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Meg Schnoor, Ed. D., Assistant Superintendent
 Colleen Mullins, District Literacy Coordinator

RE: Pre-Approval for Purchase of Classroom Magazines



In its continued effort to support State Standards, the Department of Instruction will provide elementary classroom teachers and junior high language arts teachers with a subscription for a classroom magazine for each student. Student magazines provide teachers and students with a wide range of informational text that is current and engaging. In addition, the publishers of the selected classroom magazines also provide extensive digital companion content that will enhance the use of technology in the classroom.

Teachers will have the opportunity to choose from the following publications:

- *Time for Kids*
- *Scholastic News*
- *Scholastic Let's Find Out* (for Kindergarten, available in English and Spanish)
- *National Geographic Explorer*
- *Scholastic SCOPE* (Junior High, and 5/6 Gifted)
- *NY Times UPFRONT* (Junior High)

Each subscription will cost approximately \$6.00 per elementary student, and approximately \$8.00 per junior high student. At this time, DOI is requesting pre-approval for these purchases. The final cost will be determined once teachers have submitted their magazine selections. It is possible that invoice from an individual vendor may exceed \$25,000.

May 8, 2019



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Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO

RE: Consent Calendar Item – STR Proposal for 2019/20 Secure Vestibules



Attached is a proposal from STR Partners for the preparation of bid documents related to secure vestibules at eleven (11) buildings and improvements to eight (8) buildings that currently have secure vestibules. The proposed fee of 7.0% of construction costs is per the 2011 Master Agreement previously approved by the Board of Education. The estimated fee to be earned by STR Partners is \$59,500.00. Administration recommends approval of the proposed agreement.



STR PARTNERS LLC
350 WEST ONTARIO STREET
SUITE 200
CHICAGO IL 60654
T 312.464.1444
F 312.464.0785
www.strpartners.com

April 3, 2019
Revised April 8, 2019

Mr. Michael Adamczyk
Assistant Superintendent for Business
Community Consolidated School District 15
580 N. 1st Bank Drive
Palatine IL 60067-8110

Re: 2019 and 2020 Secure Vestibules
STR Project #19004

Dear Mr. Adamczyk:

Per the January 9, 2019 Board meeting, STR is authorized to proceed with the preparation of bid documents to provide secure vestibules at 5 facilities. Additionally, per correspondence on April 4, 2019 STR is authorized to proceed with the preparation of bid documents to provide secure vestibules at 6 facilities and to include improvements at the existing glazing and doors between main offices and the interior of the school.

This proposal is based on the terms contained in the Master Agreement AIA Document B101 - 2007 between the Board of Education of Community Consolidated School District 15 and STR Partners LLC dated January 12, 2011 and its attachments, except as expressly set forth herein.

We are excited about working with you on these improvements to improve the safety of the schools while maintaining a welcoming face to the community. Thank you for this opportunity.

Our Understanding

We understand that District 15 wishes to modify the main entrances to the facilities listed below in order to provide secure vestibules causing visitors to enter each facility by first going through the main office.

- Carl Sandburg JHS (2019)
- Hunting Ridge ES (2019)
- Kimball Hill, ES (2019)
- Plum Grove JHS (2019)
- Virginia Lake ES (2019)
- Central Road (2020)
- Frank C. Whiteley (2020)
- Lincoln ES (2020)
- Marion Jordan ES (2020)
- Stuart R Paddock ES (2020)
- Walter R. Sundling JHS (2020)

The remaining facilities listed below currently have secure vestibules. However, D15 has requested that the existing glazing at the vestibules receive a security film and that the door(s) leading from the office to the interior of the school be fitted with access controlled door hardware.

- Gray Sanborn
- Jane Addams
- John Conyers
- Lake Louise
- Pleasant Hill
- Thomas Jefferson
- Willow Bend
- Winston Campus

STR will prepare Construction Documents suitable for bidding for the construction of the work described above. It is our intent to bid work related as a lump sum bid. It is also our understanding that there shall be alternate bids as follows:

1. Provide secured access control at the doors leading from the office to the interior school corridor through hardware.
2. Provide protective film at existing glazing create glazing that is more difficult to break in order to enter the facility.

It is assumed that this Project will be issued for bid to General Contractors in the traditional Design, Bid, Build delivery.

Scope of Services

STR proposes to provide the professional services in accordance with the Master Agreement AIA Document B101 -2007 between the Board of Education of Community Consolidated School District 15 and STR Partners LLC dated January 12, 2011.

Project Schedule

STR will assist D15 in determining a feasible Project schedule and will make every reasonable effort to meet the time requirements of D15. The following is a tentative schedule for the 2019 portion of the project:

- STR Approval to proceed with project.....Jan 9, 2019
- 75% Drawing ReviewFeb 22, 2019
- D15 to publish Advertisement for Bids.....March 1-5, 2019
- Bidding
 - Out to BidMarch 5, 2019
 - Pre-bidMarch 13, 2019

- o Receive Bids.....April 1, 2019
 - o Recommendation to D15April 3, 2019
- Board Approves ContractApril 8, 2019

A schedule for the 2020 portion of the project will be provided for D15 to review and comment in the near future.

Architect's Fee

STR proposes to be compensated on a percentage basis per our 2011 Master Agreement. For this renovation/remodeling, and in some cases a minor addition, our fee is proposed to be 7.0% of the cost of construction.

A budget estimate for this work is approximately \$850,000. Note that \$426,200 is the current contract amount for the Summer 2019 secure vestibule work.

Hourly Rates

As indicated in the Master Agreement as Exhibit B and attached herein.

Additional Services

In addition to those services listed in the Master Agreement, the following services are not considered basic services and are not included in the scope of this proposal. These services are available by separate written fixed-fee proposal or on a time-spent hourly fee (per Exhibit B, attached) at the discretion of D15.

- Extended or phased construction schedules requiring extended construction administrative services such as separation of renovation from new construction.
- Plats of survey, dedication, or other land conveyance documentation.
- Topographic, utility or other site surveys usually done by a registered surveyor.
- Preparation of materials and attendance of Public Hearing required by local authorities or for approvals above those normally required for Illinois Public School facilities.
- Providing Construction Phase Services 60 days after the date of the Substantial Completion Certificate has been issued.

* * * * *

If the above is acceptable to you and meets with your understanding of the project, please sign this Project Authorization. Please keep a copy for your records and return a copy to our office. Again, STR Partners is honored and excited to assist D15 in providing the best possible facilities for your children. Thank you.

Sincerely,

STR Partners LLC

A handwritten signature in black ink, appearing to read "J Costanzo", with a stylized, flowing script.

Jennifer Costanzo AIA LEED® AP
Principal

ACCEPTED

Community Consolidated School District 15

By: _____

Title: _____

Date: _____

cc: Andrew Phelps, STR Partners
Project File

encl: Hourly Rates

HOURLY RATE SCHEDULE

Effective January 1, 2018 – December 31, 2019

	Hourly Rate
Architectural Services	
Principal	\$200.00
General Manager	\$175.00
Senior Project Manager	\$150.00
Project Manager	\$130.00
Senior Associate	\$100.00
Associate	\$90.00
Administrative	\$85.00
Cost Estimating/Project Logistics/Scheduling	
Senior Estimator	\$150.00
Estimator	\$100.00
Administrative	\$75.00
Building Envelope Consultation	
Principal	\$160.00
Project Engineer	\$140.00
Senior Project Manager	\$95.00
Project Manager	\$75.00
CAD Drafter	\$55.00
Administrative	\$45.00

EXHIBIT B
PROPOSED FEE SCHEDULE CAPSULE
PALATINE COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

October 29, 2010
 Revised January 5, 2011

Construction Projects

Project Type	Fee for projects w/ construction budget Up to \$500,000	Fee for projects w/ construction budget betw \$500,001 - \$5 Million	Fee for projects w/ construction budget Above \$5 Million	Remarks
New Construction	Hourly	7.00%	6.75%	STRC estimating included
Additions	Hourly	7.00%	7.00%	STRC estimating included
Renovation/Remodeling	Hourly	7.00%	7.00%	STRC estimating included
Life-Safety Remediation Work	Hourly	7.45%	7.25%	STRC estimating included
Roofing	Hourly	7.45%	7.00%	STRC estimating included
Window Replacement	Hourly	7.45%	7.00%	STRC estimating included
Tuckpointing	Hourly	7.45%	7.00%	STRC estimating included
Paving	Hourly	7.45%	7.00%	STRC estimating included

Consultation and Miscellaneous Services

Cost Estimating/Scheduling	\$110/Hr	For those situations where estimating or scheduling only is requested
Miscellaneous Reports/ Surveys/ Special Services	Per Proposal	Will provide proposal for District's approval following scope definition
Grant Assistance	Hourly or by proposal	
Additional Consultant Servies	Per Proposal	
Board Meetings/Project Meetings	No Charge	

Reimbursable Expenses

Administrative Mark-up on reimbursable expenses	None
Reproduction	At-Cost
Photocopies	At-Cost
B&W Computer Plotting	\$10/sheet
Color Computer Plotting	\$15/sheet
Mail, Messenger, Expressage	At-Cost
Telephone and Fax	No Charge
3-D Renderings (In-House)	\$300 each
Physical Study Models (In-House)	Cost of Materials only
Professional Renderings & Models	At-Cost
Professional Computer Renderings	At-Cost
Mileage	No Charge
Other out-of-pocket expenses	At-Cost

Note:

1. For Percentage-based compensation, Cost of Construction shall include construction manager's fee and reimbursable expenses as applicable

May 8, 2019



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Palatine, IL 60067-8110

Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO

RE: Consent Calendar Item – Resolution to Appoint a School Treasurer



The District is required to appoint a School Treasurer in accordance with the Illinois School Code. This resolution appoints Michael Adamczyk, Chief School Business Official, as Treasurer. The resolution also appoints Corey Bultemeier, Director of Fiscal Services, as Assistant Treasurer. Both appointments are for the 2019-20 fiscal year.

**RESOLUTION OF THE BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15
APPOINTING A SCHOOL TREASURER**

WHEREAS, Community Consolidated School District No. 15, Cook County, Illinois (the "School District") is required to appoint its "School Treasurer" in accordance with Section 5/8-1 of the School Code, 105ILCS.

NOW, THEREFORE, be it hereby resolved by the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois, as follows:

1. Michael Adamczyk (the "School Treasurer") is hereby appointed as Treasurer of the School District, in accordance with Section 8-1(c) of the School Code, 105 ILCS 5/8-1(c), for a one-year term commencing July 1, 2019, and ending June 30, 2020. The School Treasurer shall assume and exercise those powers and duties set forth in Article 8 of the School Code.
2. Corey Bultemeier (the "Assistant School Treasurer") is hereby appointed as Assistant Treasurer of the School District for a one-year term commencing July 1, 2019, and ending June 30, 2020. The Assistant School Treasurer shall serve at the direction of the Superintendent and the School Treasurer and shall assume and exercise such powers and duties as are delegated by the Board or the School Treasurer.
3. The School Treasurer and Assistant School Treasurer are hereby authorized and directed to take all other necessary actions to assume and exercise the functions of School Treasurer, including without limitation the following:
 - a. To accept the transfer of all school funds, accounts, moneys, notes, bonds, securities, mortgages, district account books and other documents, records and effects of the School District;

- b. To acquire a treasurer's bond and a special surety bond or bonds meeting the requirements of Section 8-2 and Section 19-6 of the School Code.
- c. To follow the Board approved Revenue and Investments Policy described in the Board Policy Manual Section 4 Policy 4.30.

Adopted this 8th day of May 2019.

AYES: _____

NAYES: _____

ABSENT: _____

President, Board of Education

Attest:

Secretary, Board of Education



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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

DATE: May 8, 2019
TO: Board of Education
FROM: Michael Adamczyk, CSBO
RE: Consent Calendar Item – Resolution Designating Depositories for School District Funds



The District is annually required to identify those financial institutions that are allowed to receive funds on behalf of the District. The identification of the financial institutions, referred to as designated depositories, is required under the Illinois School code. A listing of the designated depositories is attached.

RESOLUTION OF THE BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15

DESIGNATING DEPOSITORIES FOR SCHOOL DISTRICT FUNDS

WHEREAS, Community Consolidated School District No. 15, Cook County, Illinois (the "School District") has appointed the School Treasurer and Assistant Treasurer in accordance with Section 8-1(c) of the School Code, 105ILCS 5/8-1(c).

NOW, THEREFORE, be it hereby resolved by the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois, as follows:

1. The foregoing recitals are hereby found to be full, true and correct and are incorporated into this Resolution by reference as if set forth fully herein.
2. The School Treasurer and Assistant School Treasurer are hereby authorized and directed to take all other necessary actions to assume and exercise the functions of School Treasurer, including without limitation to inspect, as necessary, all cash books, loan books, district account books and journals to copy or reproduce such portions thereof as the School Treasurer deems necessary for the performance of his duties.
3. The depositories designated on Exhibit A hereto are hereby designated as authorized depositories of School District funds.
4. This Resolution shall take effect immediately upon its passage.

Adopted this 8th day of May 2019.

AYES: _____

NAYES: _____

ABSENT: _____

President, Board of Education

Attest:

Secretary, Board of Education

EXHIBIT A
Designated Depositories for 2019-20
May 8, 2019

Amalgamated Bank of Chicago
1 W. Monroe St., 3rd Floor
Chicago, IL 60603

Barrington Bank & Trust Company, N.A.
201 S. Hough St.
Barrington, IL 60010

Charter One
1 Grant Square
Hinsdale, IL 60521

Citibank
8400 W. Dempster St.
Niles, IL 60714

Fifth Third Bancorp (formerly MB Financial)
6111 N. River Rd.
Rosemont, IL 60018

Fifth Third Securities, Inc.
1701 Golf Rd., 7th Floor
Rolling Meadows, IL 60008

Harris Bank Palatine N.A.
50 N. Brockway St.
Palatine, IL 60067

J. P. Morgan Chase
55 W. Monroe St.
Chicago, IL 60603

J. P. Morgan Trust Company
Corp. Trust Acct. Administration
227 W. Monroe St., 26th Floor
Chicago, IL 60606

LaSalle Bank
135 S. LaSalle St.
Chicago, IL 60603

Morgan Stanley Smith Barney
1211 6th Ave., 34th Floor
New York, NY 10036

PFM/IIIT
222 N. LaSalle St., Suite 910
Chicago, IL 60601

PMA Financial Network Inc.
2135 City Gate Ln., 7th Floor
Naperville, IL 60563

PNC Bank
515 N. Hicks Rd.
Palatine, IL 60074

U.S. Bank N.A.
The Illinois Funds
P.O. Box 2088
Springfield, IL 62705

May 8, 2019



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Palatine, IL 60067-8110

Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO

RE: Consent Calendar Item – Resolution Approving Payment of Certain Invoices Prior to Board Approval upon Certification of the Superintendent Designee



The District presents invoices for Board approval at each BOE meeting. Due to the fact that the Board does not have a regularly scheduled meeting for the month of July, it is necessary for the Business Office to send invoice payments without Board approval to avoid late payments.

This resolution allows the School Treasurer to pay for invoices from the 2018-19 budget and July invoices from the 2019-20 budget prior to Board approval. Check registers will be presented to the Board in August for formal approval.

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

RESOLUTION

WHEREAS, the Board of Education of Community Consolidated School District 15 has determined that it is in the best interest of the school district to pay certain invoices prior to board approval, and

WHEREAS, a special resolution is required to pay invoices prior to board approval,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Community Consolidated School District 15 that upon certification of the invoices by the Superintendent or her designee, the School Treasurer is hereby directed to sign payments for approved expenditures for fiscal year 2019-20 including payables from the 2018-19 budget, and any July payments due from the 2019-20 budget. Check registers will be provided at the August 14, 2019 Board of Education Meeting.

BE IT FURTHER RESOLVED that this resolution will remain in effect until repealed by the Board of Education.

Signed: _____
President, Board of Education

Signed: _____
Secretary, Board of Education

Dated: May 8, 2019

May 8, 2019



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Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO

RE: Consent Calendar Item – Resolution Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal Board (PTAB)



Owners of real property may challenge the assessed value of their property before the Property Tax Appeal Board (PTAB). District 15 has retained the legal firm of Franczek P.C. (formerly Franczek Radelet P.C.) to intervene on its behalf and represent the District in these matters. Property tax appeals are now being presented to the PTAB for the 2018-19 assessment-year appeals. Franczek P.C. has preserved over \$3 million in property tax revenue for the District since 2005-2006. Following is a resolution to continue using this firm.

**Resolution Authorizing Intervention
in Proceedings before the
State of Illinois Property Tax Appeal Board**

Whereas, an owner or manager of a parcel or parcels of real property located within the boundaries of the State of Illinois has the right to file an appeal challenging the assessed value of the parcel or parcels of real property with the State of Illinois Property Tax Appeal Board ("PTAB"); and

Whereas, an appeal before the PTAB seeks a reduction in the assessed value of the parcel or parcels; and

Whereas, a reduction in the assessed value of a parcel or parcels granted by the PTAB will lead to the issuance of a real estate tax refund from the Board of Education of Palatine Community Consolidated School District 15 ("Board"); and

Whereas, the number of such appeals has been increasing in terms of both the absolute number of appeals filed and the total dollar amount of assessed valuation reductions sought; and

Whereas, a taxing district has the right to intervene in proceedings before the PTAB in order to protect the taxing district's revenue interest in the assessed value of a parcel or parcels; and

Whereas, the time period during which a taxing district may intervene is only 60 days after the taxing district's receipt, from the Cook County Board of Review, of notice of the filing of an appeal by an owner or manager of a parcel or parcels of real property; and

Whereas, the Board has determined that it is necessary, desirable, advantageous, and in the public interest to defend the Board's real property tax base by intervening in PTAB appeals filed on parcels within the boundaries of the Board.

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

1. The Board finds that all of the recitals contained above are true and correct, and that the same are hereby incorporated herein by reference.
2. The Board hereby authorizes Franczek P.C., as its legal representative, to: a) file a Request to Intervene in Appeal Proceedings in all 2018-19 assessment-year appeals filed at the PTAB for which the Board receives notice from the Cook County Board of Review, and b) represent the Board's interests in those proceedings.
3. All motions and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.
4. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other sections, paragraphs, clauses, or provisions of this Resolution.

5. This resolution shall be in force and effect upon its adoption.

After a full and complete discussion thereof, Member _____ moved that the foregoing Resolution be adopted and Member _____ seconded the motion. The President directed the Secretary to call the roll for a vote upon the motion to adopt this Resolution. Upon a roll call vote taken, the Board of Education voted as follows:

AYES: _____

NAYS: _____

Abstaining: _____

PRESENT: _____

Absent from Meeting: _____

The President declared the motion carried and the Resolution duly adopted.

Dated: _____

By: _____
President, Board of Education

ATTEST:

Secretary, Board of Education

May 8, 2019



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Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO

RE: Consent Calendar Item – Resolution Authorizing Petty Cash Fund



Per Illinois School Code, the Board is required to pass a resolution if the District wishes to establish a petty cash fund for the following fiscal year. The attached resolution establishes a petty cash fund of varying amounts per building used for the immediate payment of small, incidental items. Proper verification of the expenditure is required before the Business Office will replenish the fund.

This resolution also establishes a \$25,000 Imprest account for the Educational Service Center used to pay for items that require payment prior to Board approval. Examples of such items include parent refunds, fingerprint fees, and CDL renewals.

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

RESOLUTION AUTHORIZING PETTY CASH FUND
FOR FISCAL YEAR 2019-20

BE IT RESOLVED, that a Petty Cash Fund of \$29,400 be established per instructions of Illinois School Code Section 10-20.19, and that the sum be distributed as follows:

Jane Addams School	\$125
Central Road School	125
Winston Campus Elementary School	125
Winston Campus Jr. High School	125
Hunting Ridge School	125
Thomas Jefferson School	125
Marion Jordan School	125
Kimball Hill School	125
Lake Louise School	125
Lincoln School	125
Stuart R. Paddock School	125
Pleasant Hill School	125
Plum Grove Junior High School	125
Gray M. Sanborn School	125
Carl Sandburg Junior High School	125
Walter R. Sundling Junior High School	125
Virginia Lake School	125
Frank C. Whiteley School	125
Willow Bend School	125
School Nutrition Services	250
Transportation	125
Educational Service Center	25,500
The Learning Academy	250
The Low Incidence, MMI, and PH Program	300
Community Based Training (CBT)	600
TOTAL	<u>\$29,400</u>

BE IT FURTHER RESOLVED, that the Educational Service Center funds be divided into a Petty Cash Fund of \$500 and an Imprest Account of \$25,000. The amount of \$25,000 will be placed in a separate bank account, thus permitting checks to be written on this account.

BE IT FURTHER RESOLVED, that payments be made by check from the latter fund upon presentation of expenses and when sanctioned by the Superintendent in cases where Board payment cannot be made on a timely basis.

RESOLUTION AUTHORIZING PETTY CASH FUND

Page 2

BE IT FURTHER RESOLVED, that the Chief School Business Official be the custodian of funds allocated for District use and be the custodian of said funds for each school, and that the Superintendent and the Chief School Business Official of the District be instructed to see that accurate records, invoices, and other substantiating data be maintained to support the expenditures, and that reimbursement will be made to each fund by the Board of Education when request for reimbursement is made in proper form.

BE IT FURTHER RESOLVED, that in addition to the custodian of the fund, the Superintendent and/or designee be authorized signatories to issue payments from the fund upon receipt of properly approved requests.

BE IT FURTHER RESOLVED, that the Board of Education reimburses these funds monthly upon presentation of proper reimbursement requests listing the various payments made from the Petty Cash Fund during the month.

BE IT FURTHER RESOLVED, that the Secretary of the Board be instructed to send a certified copy of this resolution to the School Treasurer.

Signed: _____
President, Board of Education

Signed: _____
Secretary, Board of Education

Dated: May 8, 2019



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Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: May 8, 2019
TO: Board of Education
FROM: Michael Adamczyk, CSBO
RE: Consent Calendar Item – C.A.R.E. Petty Cash Fund Resolution



Per Illinois School Code, the Board is required to pass a resolution if the District wishes to establish a petty cash fund. The attached resolution establishes a C.A.R.E petty cash fund of varying amounts per building used for the immediate payment of small, incidental items. Proper verification of the expenditure is required before the Business Office will replenish the fund.

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

RESOLUTION AUTHORIZING PETTY CASH FUND
FOR FISCAL YEAR 2019-20

BE IT RESOLVED, that a C.A.R.E. Petty Cash Fund of \$2,565.00 be established per instructions of Illinois School Code Section 10-20.19, and that the sum be distributed as follows:

Jane Addams School	\$115
Central Road School	\$200
Winston Campus Elementary School	\$200
Hunting Ridge School.....	\$200
Thomas Jefferson School.....	\$200
Marion Jordan School.....	\$75
Kimball Hill School.....	\$75
Lake Louise School	\$100
Lincoln School	\$125
Stuart R. Paddock School	\$75
Pleasant Hill School.....	\$200
Gray M. Sanborn School	\$100
Virginia Lake School.....	\$100
Frank C. Whiteley School	\$200
Willow Bend School.....	\$200
Park District- Palatine.....	\$200
Park District- Rolling Meadows.....	\$200
TOTAL	<u>\$2,565.00</u>

BE IT FURTHER RESOLVED, that the Chief School Business Official be the custodian of funds allocated for District use and be the custodian of said funds for each school, and that the Superintendent and the Chief School Business Official of the District be instructed to see that accurate records, invoices, and other substantiating data be maintained to support the expenditures, and that reimbursement will be made to each fund by the Board of Education when request for reimbursement is made in proper form.

BE IT FURTHER RESOLVED, that in addition to the custodian of the funds, the Superintendent and/or designee be authorized signatories to issue payments from the fund upon receipt of properly approved requests.

BE IT FURTHER RESOLVED, that the Board of Education reimburses these funds monthly upon presentation of proper reimbursement requests listing the various payments made from the Petty Cash Fund during the month.

RESOLUTION AUTHORIZING PETTY CASH FUND
Page 2

BE IT FURTHER RESOLVED, that the Secretary of the Board be instructed to send a certified copy of this resolution to the School Treasurer.

Signed _____
President, Board of Education

Signed _____
Secretary, Board of Education

Dated: May 8, 2019



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Palatine, IL 60067-8110

Susan Gehring
Assistant Superintendent for Student Services

(847) 963-3149 • Fax (847) 963-3145
www.ccsd15.net



DATE: May 8, 2019

TO: Board of Education

FROM: Susan Gehring, Assistant Superintendent for Student Services

RE: Consent Calendar Item: Agreement for Professional Services—Maya Services, Inc., Anagha Mandar Dewooklar, Occupational Therapist

Please review and approve the contract with Maya Services, Inc. to provide occupational therapy services for the 2019-2020 school year. This is a contract for 32.5 hours per week at an anticipated cost of \$90,090 for the school year.

AGREEMENT FOR PROFESSIONAL THERAPY SERVICES

This Agreement is entered into this 1st day of April, 2019, between **Maya Services, Inc.** (hereinafter referred to as the "Provider") and the **BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15, COOK COUNTY, ILLINOIS** (hereinafter referred to as the "District").

WITNESSETH:

WHEREAS, the District has identified a need for certain therapy services in the areas it is authorized to provide to its students; and

WHEREAS, the Provider employs or contracts with qualified occupational therapists (hereinafter collectively referred to as "Therapists") who are able to provide therapy services for District students; and

WHEREAS, the District and the Provider desire to enter into this Agreement to procure certain therapy services for special education students in the District;

NOW, THEREFORE, in consideration of the terms and conditions contained herein and other good and valuable consideration, the receipt of which is expressly acknowledged by the parties, the District and the Provider agree as follows:

1. **Definition.** For the purpose of this Agreement the term "days" shall mean calendar days unless otherwise specified.
2. **Term.** This Agreement shall be effective from August 14, 2019 until May 26, 2020 unless otherwise terminated in accordance with this Agreement.
3. **Termination.** The District may terminate this Agreement at any time by giving written notice to the Provider at least thirty (30) days prior to the date of termination. Termination shall be effective upon the date stated in said notice.
4. **Therapist Services.** Pursuant to its general responsibilities set forth below in this Agreement, the Provider agrees to provide licensed Therapists to perform approximately **thirty-two and a half (32.5)** of occupational therapy services per week for students of the District. The name of the assigned Therapist, the services to be provided by that Therapist, the work location, work hours, and hourly rate of any Therapist performing services for the District under this Agreement shall be listed on separate *Statement of Work Forms*, a specimen of which is attached hereto as Exhibit A. The parties further acknowledge that this is not an exclusive contract. The District is fully entitled to utilize the services of other providers, independent contractors, and its own employees. Likewise, the Provider is fully entitled to provide services to other clients.
5. **Payment for Services.** The District shall reimburse the Provider at the hourly rate set forth on the *Statement of Work*. Fees for services used by the District shall be billed directly to the District on a monthly basis. Billing shall be in increments of 15 minutes. The District shall

pay the Provider only for time actually worked by the Therapist and shall not be responsible for travel time. No overtime shall be paid to the Provider absent the prior written consent of the District. The District shall reimburse the Provider in accordance with the Illinois *Local Government Prompt Payment Act*. Unless otherwise directed in writing, the Provider shall send all invoices to the attention of the Coordinator of OT/PT Services at the District's administrative offices.

6. **Provider's General Responsibilities.** The Provider shall provide the services set forth below to the District. All services provided by the Provider shall be performed in accordance with the highest standards of professional care.

- A. The Provider shall make available to the District qualified Therapists to provide occupational therapy services to students of the District for an approved amount of hours as set forth in the *Statement of Work*.
- B. The Provider shall provide clinical support to and will monitor performance of all Therapists providing occupational therapy services to the District.
- C. The Provider shall ensure that the Therapist provides occupational therapy services to students, and generate and maintain all necessary records related to such services as are required by the District, in accordance with accepted standards of his/her profession, the code of ethics of his/her professional association, all applicable state, federal and local rules, regulations and laws, as well as District policies, and the student's Individualized Educational Plan (hereinafter referred to as "IEP").

7. **District's General Responsibilities.** The District shall:

- A. Provide each Therapist with access to relevant District policies and procedures for the purpose of orientation.
- B. Provide all necessary equipment, treatment space, and materials for provision of the therapy services as set forth in a student's IEP.
- C. Provide supervision via a District supervisor with respect to Therapist interaction with staff and students. However, the Therapist is solely responsible for all matters pertaining to the therapy services he/she provides to students.

8. **Compliance With Applicable Statutes, Ordinances and Regulations.** In performing the services required under this Agreement, the Provider shall comply with all county, municipal, state, and federal ordinances, rules, and laws now in force, or which may hereafter be in force, pertaining to the services provided under this Agreement.

9. **Compliance With Applicable Licensing and Certification Requirements.** The Provider shall ensure that all Therapists providing services under the Agreement shall hold and maintain licenses, certifications, and qualifications as required under the Illinois *School Code* and by all applicable government authorities.

10. **Removal of Therapist.** The District retains the right to reject any individual

Therapist assigned to it. The Provider shall immediately remove a Therapist from the District worksite at the request and in the sole discretion of the District with cause. Upon the request of the District, without cause, within thirty (30) days the Provider shall remove the therapist and supply a replacement for said Therapist.

11. Non-Solicitation. It is agreed between the Provider and the District that any Therapist providing services under the terms of this Agreement shall not be allowed to and shall not solicit for or provide private services to students served by the Therapist in accordance with this Agreement. The Provider or its affiliates shall not solicit or offer employment to any District-employed therapist during the term of this Agreement and for a period of twelve (12) months following its termination. During the term of this Agreement and for a period of twelve (12) months thereafter, the District agrees not to directly or indirectly contract or employ any Therapist who has been assigned by the Provider to service the District.

12. Insurance.

A. Form and Limits of Coverage

The Provider shall at all times during the term of this Agreement, and any extension or continuation thereof, at its sole cost and expense, secure and maintain the following insurance: (1) a standard comprehensive general liability insurance policy, on an occurrence basis, at limits of not less than \$1,000,000 in the aggregate and per occurrence, naming the District, its individual Board members, agents, consultants and employees as additional insureds; and (2) a professional liability insurance policy at limits of not less than \$1,000,000.

The Provider shall also obtain an insurance policy covering both Provider and the District from claims under Workers Compensation laws for not less than the limits of liability under applicable federal and Illinois statutory requirements. To the fullest extent permitted by each insurance policy and without invalidating any coverage thereunder, the Provider waives any right of subrogation that it or any of its agents may have.

B. Certificates of Insurance

Prior to any Therapist performing services under the terms of this Agreement, the Provider shall deliver to the District certificates of insurance evidencing the insurance required under this Agreement. Such insurance shall be primary and non-contributory. Each certificate of insurance shall contain a clause stating that policies will not be canceled or reduced without thirty (30) days prior written notice to the District.

13. Independent Contractor Status. No relationship of employer and employee is created by this Agreement between the Provider, or Therapists, and the District, it being understood that the Provider, its agents and employees, including the Therapists, will act hereunder as independent contractors. The Provider acknowledges that it is providing therapy services separately and independently from the District's control, supervision, direction and evaluation; that it has a full opportunity to find other business; that it has made its own investment in its business; and that it will utilize a high level of skill necessary to perform the services described herein. This Agreement shall not be construed as creating any joint employment relationship

between the Provider and the District, and the District will not be liable for any obligation incurred by the Provider, including, but not limited to, unpaid minimum wages and/or overtime premiums. Further, the Provider shall be responsible for payroll taxes and other taxes associated with the employment of the Provider's Therapists.

The provision of services by any Therapist under this Agreement shall not constitute probationary service or otherwise contribute toward tenure with the District under the Illinois *School Code*. The Provider and its Therapists shall have no claim under this Agreement or otherwise against the District for vacation pay, sick leave, retirement benefits, workers' compensation, disability or unemployment insurance benefits, or any other wages or benefits of any kind.

14. **Indemnification.** To the fullest extent permitted by law, the Provider shall defend, indemnify, and hold harmless the District from any and all claims, suits, disputes, demands, losses, damages, injuries, liabilities, judgments, costs and expenses (including attorneys' fees) resulting from, arising out of, based upon or connected in any way with any act or omission of the Provider, its employees, agents, and contractors or any breach of this Agreement. The foregoing indemnification shall survive the expiration or termination of this Agreement. Additionally, the Provider waives any and all rights against the District it may have under any Worker's Compensation Act or interpretations of the such laws, including, but not limited to those rights under the judicial decision in *Kotecki v. Cyclops Welding Corporation*.

15. **Conditions of Contractual Service.** Prior to any Therapist providing services to any District student, the Provider shall tender the following information to the District for each assigned Therapist:

- A. Evidence of a physical exam and a negative patch or Tuberculosis test (documentation must include date of exam/test performed by a licensed physician not more than ninety (90) days prior to the commencement of services with the District); and
- B. Written verification of Hepatitis B vaccine or waiver; and
- C. Evidence of required certification and/or licenses; and
- D. Completed fingerprint criminal background check, including required checks of the Statewide Sex Offender Database and Child Murderer and Violent Offender Against Youth Database; and
- E. Evidence of training regarding occupational exposure to blood borne pathogens; and
- F. Evidence of training in the mandated reporter requirements under the Illinois *Abused and Neglected Child Reporting Act*, and
- G. Completed Department of Children and Family Services Child Abuse Registry background investigation;.

16. **In-Service Training.** The District may require an assigned Therapist, at his/her own expense, to attend training deemed by the District to be necessary for performing professional services.

17. **Notices.** Every notice or other communication required to be given by either party to the other with respect to this Agreement shall be in writing and shall not be effective for any purpose unless the same is served personally, by registered United States mail, or by express overnight delivery, addressed to the following parties:

If to the District:

Susan Arndt, Coordinator of OT/PT Services
Community Consolidated
School District No. 15
580 North First Bank Drive
Palatine, IL 60067

If to the Provider:

Mandar Dewoolkar
MAYA SERVICES, INC.
697 W. Slippery Rock Dr.
Palatine, IL 60067

18. **Student Records.** The District and the Provider acknowledge and agree that all medical or other student records generated in performing therapy services hereunder shall be the property of District. The parties agree to comply with all state and federal laws, including, but not limited to, the *Illinois Student Records Act*, the *Illinois Mental Health Act* and the federal *Family Educational Rights and Privacy Act*, and all rules and regulations governing the release of student and medical records. The Provider and its Therapists who are assigned to provide services for the District shall also abide by all other student confidentiality obligations of the District.

19. **Non-Discrimination.** The Provider agrees to comply fully with the requirements of the *Illinois Human Rights Act* (775 ILCS 5/1-101 *et seq.*) including, but not limited to, the provision of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. The Provider further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act* (42 U.S.C. § 12101 *et seq.*), and their rules and regulations.

As required by Illinois law, in the event of the Provider's non-compliance with the provisions of this non-discrimination provision, the *Illinois Human Rights Act*, or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Provider may be declared ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this Agreement, the Provider agrees as follows:

- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, creed, sex, sexual orientation, marital status, national origin or ancestry, age, citizenship, physical or mental handicap or disability, military status, unfavorable discharge from military service or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative

action to rectify any such underutilization.

- B. That, if it hires additional employees in order to perform this Agreement or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Provider's obligation under the *Illinois Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the Provider in its efforts to comply with such Act and Rules, the Provider will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- E. That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the *Illinois Human Rights Act* and the Department's Rules.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the *Illinois Human Rights Act* and the Department's Rules.
- G. That it will include verbatim or by reference the provisions of this clause in every sub-contract it awards under which any portion of the Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such sub-contractor. In the same manner as with other provisions of this Agreement, the Provider will be liable for compliance with applicable provisions of this clause by such sub-contractors, and, further, it will promptly notify the contracting agency and the Department in the event any sub-contractor fails to comply therewith. In addition, the Provider will not utilize any sub-contractor declared by the Illinois Human Rights Commission to be ineligible for contractors or sub-contractors with the State of Illinois or any of its political subdivisions or municipal corporations.

20. **Default.** If either party violates any of the terms of this Agreement, such violation shall entitle the other party to terminate this Agreement, provided that the party desiring to terminate for such cause shall give the offending party at least fifteen (15) days' written notice.

Said notice shall specify the particulars of the default and the party's intent to terminate this Agreement if such default is not remedied within the 15-day period.

21. **Complete Understanding.** This Agreement contains all of 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.

22. **Severability Clause.** If any provision of this Agreement is held invalid, such invalidity shall not affect the other provisions of this Agreement, which may be given effect without the invalid provision.

23. **Choice of Law.** The rights and duties arising under this Agreement shall be governed by the laws of the State of Illinois.

24. **Successors and Assignees.** This Agreement binds and benefits the heirs, successors, and assignees of the parties.

25. **Amendments.** Any modification of this Agreement will be effective only if it is in writing and signed by all parties to this Agreement.

26. **Third Party Beneficiaries.** This Agreement is solely between the District and the Provider. No other party, including any third party, either express or implied, may rely upon the terms and conditions hereof whatsoever.

27. **Execution.** Each of the parties executing this Agreement represents and warrants that they have the proper and necessary authority to execute this Agreement and to bind their representative entities. The parties agree to accept facsimile copies of this Agreement as if original copies.

IT WITNESS WHEREOF, the undersigned duly authorize representatives of the parties have executed this Agreement on the date specified above.

MAYA SERVICES, INC.

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

By: Anagha Dewoollekar
(Title) MHS, OTR

By: _____
President

ATTEST: President
(Title)

ATTEST: _____
Secretary

EXHIBIT A

STATEMENT OF WORK

Therapist Name: Anagha Mandar Dewoolkar__

Assignment: Occupational Therapist

Hourly Rate: \$77.00

Location: CCSD15 schools

Assigned Therapist shall provide services to the District from August 14, 2019 to May 26, 2020. **Therapist shall work thirty-two and a half (32.5) hours of onsite service per week** during the term of this assignment. In the event of illness or other absence, services shall not be billed. No overtime shall be paid to Provider absent the prior written consent of the District.

Specifically, Therapist's duties shall include:

direct occupational therapy services to students, evaluation of students, consult with staff and parents, team meetings, IEP meetings, and completion of required reports/paperwork.

The undersigned Therapist is subject to the terms and conditions of this Statement of Work as well as the terms and provision of the Professional Services Agreement.

[MAYA SERVICES, INC.]

By: Anagha Dewoolkar

Date: 04/09/19



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

Susan Gehring
Assistant Superintendent for Student Services

(847) 963-3149 • Fax (847) 963-3145
www.ccsd15.net



DATE: May 8, 2019

TO: Board of Education

FROM: Susan Gehring, Assistant Superintendent for Student Services

RE: Consent Calendar Item: Agreement for Professional Service—Erdmann Therapy Solutions, Deborah Lyn Erdmann, Physical Therapist

Please review and approve the contract with Erdmann Therapy Solutions to provide Physical therapy services for the 2019-2020 school year. This is a contract for 19.5 hours per week at an anticipated cost of \$50,544 for the school year.

AGREEMENT FOR PROFESSIONAL THERAPY SERVICES

This Agreement is entered into this 3rd day of April, 2019, between **Erdmann Therapy Solutions**. (hereinafter referred to as the "Provider") and the **BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15, COOK COUNTY, ILLINOIS** (hereinafter referred to as the "District").

WITNESSETH:

WHEREAS, the District has identified a need for certain therapy services in the areas it is authorized to provide to its students; and

WHEREAS, the Provider employs or contracts with qualified physical therapists (hereinafter collectively referred to as "Therapists") who are able to provide therapy services for District students; and

WHEREAS, the District and the Provider desire to enter into this Agreement to procure certain therapy services for special education students in the District;

NOW, THEREFORE, in consideration of the terms and conditions contained herein and other good and valuable consideration, the receipt of which is expressly acknowledged by the parties, the District and the Provider agree as follows:

1. **Definition.** For the purpose of this Agreement the term "days" shall mean calendar days unless otherwise specified.

2. **Term.** This Agreement shall be effective from August 14, 2019 until May 26, 2020 unless otherwise terminated in accordance with this Agreement. *[This agreement may be extended for one (1) additional year upon the mutual agreement of the parties which must be received thirty (30) days prior to the expiration of this Agreement.]*

3. **Termination.** The District may terminate this Agreement at any time by giving written notice to the Provider at least thirty (30) days prior to the date of termination. Termination shall be effective upon the date stated in said notice.

4. **Therapist Services.** Pursuant to its general responsibilities set forth below in this Agreement, the Provider agrees to provide licensed Therapists to perform **nineteen and a half (19.5) hours** of physical therapy services per week for students of the District. The name of the assigned Therapist, the services to be provided by that Therapist, the work location, work hours, and hourly rate of any Therapist performing services for the District under this Agreement shall be listed on separate *Statement of Work Forms*, a specimen of which is attached hereto as Exhibit A. The parties further acknowledge that this is not an exclusive contract. The District is fully entitled to utilize the services of other providers, independent contractors, and its own employees. Likewise, the Provider is fully entitled to provide services to other clients.

5. **Payment for Services.** The District shall reimburse the Provider at the hourly rate

set forth on the *Statement of Work*. Fees for services used by the District shall be billed directly to the District on a monthly basis. Billing shall be in increments of fifteen (15) minute units. The District shall pay the Provider only for time actually worked by the Therapist and shall not be responsible for travel time (except for between schools as required per the assigned duties). No overtime shall be paid to the Provider absent the prior written consent of the District. The District shall reimburse the Provider in accordance with the Illinois *Local Government Prompt Payment Act*. Unless otherwise directed in writing, the Provider shall send all invoices to the attention of the Coordinator of OT/PT services at the District's administrative offices.

6. Provider's General Responsibilities. The Provider shall provide the services set forth below to the District. All services provided by the Provider shall be performed in accordance with the highest standards of professional care.

- A. The Provider shall make available to the District qualified Therapists to provide physical therapy services to students of the District for an approved amount of hours as set forth in the *Statement of Work*.
- B. The Provider shall provide clinical supervision to and annual evaluation of all Therapists providing physical therapy services to the District.
- C. The Provider shall ensure that the Therapist provides physical therapy services to students, and generate and maintain all necessary records related to such services as are required by the District, in accordance with accepted standards of his/her profession, the code of ethics of his/her professional association, all applicable state, federal and local rules, regulations and laws, as well as District policies, and the student's Individualized Educational Plan (hereinafter referred to as "IEP").

7. District's General Responsibilities. The District shall:

- A. Provide each Therapist with access to relevant District policies and procedures for the purpose of orientation.
- B. Provide all necessary equipment, treatment space, and materials for provision of the therapy services as set forth in a student's IEP.
- C. Provide supervision via a District supervisor with respect to Therapist interaction with staff and students. However, the Therapist is solely responsible for all matters pertaining to the therapy services he/she provides to students.

8. Compliance With Applicable Statutes, Ordinances and Regulations. In performing the services required under this Agreement, the Provider shall comply with all county, municipal, state, and federal ordinances, rules, and laws now in force, or which may hereafter be in force, pertaining to the services provided under this Agreement.

9. Compliance With Applicable Licensing and Certification Requirements. The Provider shall ensure that all Therapists providing services under the Agreement shall hold and maintain licenses, certifications, and qualifications as required under the Illinois *School Code* and by all applicable government authorities.

10. Removal of Therapist. The District retains the right to reject any individual Therapist assigned to it. The Provider shall immediately remove a Therapist from the District worksite at the request and in the sole discretion of the District. Upon the request of the District, the Provider shall promptly provide a replacement for any Therapist so removed.

11. Non-Solicitation. It is agreed between the Provider and the District that any Therapist providing services under the terms of this Agreement shall not be allowed to and shall not solicit for or provide private services to students served by the Therapist in accordance with this Agreement. The Provider or its affiliates shall not solicit or offer employment to any District-employed therapist during the term of this Agreement and for a period of twelve (12) months following its termination. During the term of this Agreement and for a period of twelve (12) months thereafter, the District agrees not to directly or indirectly contract or employ any Therapist who has been assigned by the Provider to service the District.

12. Insurance.

A. Form and Limits of Coverage

The Provider shall at all times during the term of this Agreement, and any extension or continuation thereof, at its sole cost and expense, secure and maintain the following insurance: (1) a standard comprehensive general liability insurance policy, on an occurrence basis, at limits of not less than \$1,000,000 in the aggregate and per occurrence, naming the District, its individual Board members, agents, consultants and employees as additional insureds; and (2) a professional liability insurance policy at limits of not less than \$1,000,000.

The Provider shall also obtain an insurance policy covering both Provider and the District from claims under Workers Compensation laws for not less than the limits of liability under applicable federal and Illinois statutory requirements. To the fullest extent permitted by each insurance policy and without invalidating any coverage thereunder, the Provider waives any right of subrogation that it or any of its agents may have.

B. Certificates of Insurance

Prior to any Therapist performing services under the terms of this Agreement, the Provider shall deliver to the District certificates of insurance evidencing the insurance required under this Agreement. Such insurance shall be primary and non-contributory. Each certificate of insurance shall contain a clause stating that policies will not be canceled or reduced without thirty (30) days prior written notice to the District.

13. Independent Contractor Status. No relationship of employer and employee is created by this Agreement between the Provider, or Therapists, and the District, it being understood that the Provider, its agents and employees, including the Therapists, will act hereunder as independent contractors. The Provider acknowledges that it is providing therapy services separately and independently from the District's control, supervision, direction and evaluation; that it has a full opportunity to find other business; that it has made its own investment in its business; and that it will utilize a high level of skill necessary to perform the services described

herein. This Agreement shall not be construed as creating any joint employment relationship between the Provider and the District, and the District will not be liable for any obligation incurred by the Provider, including, but not limited to, unpaid minimum wages and/or overtime premiums. Further, the Provider shall be responsible for payroll taxes and other taxes associated with the employment of the Provider's Therapists.

The provision of services by any Therapist under this Agreement shall not constitute probationary service or otherwise contribute toward tenure with the District under the Illinois *School Code*. The Provider and its Therapists shall have no claim under this Agreement or otherwise against the District for vacation pay, sick leave, retirement benefits, workers' compensation, disability or unemployment insurance benefits, or any other wages or benefits of any kind.

14. Indemnification. To the fullest extent permitted by law, the Provider shall defend, indemnify, and hold harmless the District from any and all claims, suits, disputes, demands, losses, damages, injuries, liabilities, judgments, costs and expenses (including attorneys' fees) resulting from, arising out of, based upon or connected in any way with any act or omission of the Provider, its employees, agents, and contractors or any breach of this Agreement. The foregoing indemnification shall survive the expiration or termination of this Agreement. Additionally, the Provider waives any and all rights against the District it may have under any Worker's Compensation Act or interpretations of the such laws, including, but not limited to those rights under the judicial decision in *Kotecki v. Cyclops Welding Corporation*.

15. Conditions of Contractual Service. Prior to any Therapist providing services to any District student, the Provider shall tender the following information to the District for each assigned Therapist:

- A. Evidence of a physical exam and a negative patch or Tuberculosis test (documentation must include date of exam/test performed by a licensed physician not more than ninety (90) days prior to the commencement of services with the District); and
- B. Written verification of Hepatitis B vaccine or waiver; and
- C. College transcripts and diploma; and
- D. Evidence of required certification and/or licenses; and
- E. Completed fingerprint criminal background check, including required checks of the Statewide Sex Offender Database and Child Murderer and Violent Offender Against Youth Database; and
- F. Evidence of training regarding occupational exposure to blood borne pathogens; and
- G. Evidence of training in the mandated reporter requirements under the Illinois *Abused and Neglected Child Reporting Act*.

- H. Completed Department of Children and Family Services Child Abuse Registry background investigation; and
- I. Current Cardiopulmonary Resuscitation certification.

16. In-Service Training. The District may require an assigned Therapist, at his/her own expense, to attend training deemed by the District to be necessary for performing professional services.

17. Notices. Every notice or other communication required to be given by either party to the other with respect to this Agreement shall be in writing and shall not be effective for any purpose unless the same is served personally, by registered United States mail, or by express overnight delivery, addressed to the following parties:

If to the District:
Community Consolidated
School District No. 15
580 North First Bank Drive
Palatine, IL 60067

If to the Provider:
Erdmann Therapy Solutions
1330 E. Norman Dr.
Palatine, IL 60074

18. Student Records. The District and the Provider acknowledge and agree that all medical or other student records generated in performing therapy services hereunder shall be the property of District. The parties agree to comply with all state and federal laws, including, but not limited to, the *Illinois Student Records Act*, the *Illinois Mental Health Act* and the federal *Family Educational Rights and Privacy Act*, and all rules and regulations governing the release of student and medical records. The Provider and its Therapists who are assigned to provide services for the District shall also abide by all other student confidentiality obligations of the District.

19. Non-Discrimination. The Provider agrees to comply fully with the requirements of the *Illinois Human Rights Act* (775 ILCS 5/1-101 *et seq.*) including, but not limited to, the provision of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. The Provider further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act* (42 U.S.C. § 12101 *et seq.*), and their rules and regulations.

As required by Illinois law, in the event of the Provider's non-compliance with the provisions of this non-discrimination provision, the *Illinois Human Rights Act*, or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Provider may be declared ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this Agreement, the Provider agrees as follows:

- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, creed, sex, sexual orientation, marital status, national origin or ancestry, age, citizenship, physical or mental handicap or

disability, military status, unfavorable discharge from military service or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

- B. That, if it hires additional employees in order to perform this Agreement or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Provider's obligation under the *Illinois Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the Provider in its efforts to comply with such Act and Rules, the Provider will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- E. That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the *Illinois Human Rights Act* and the Department's Rules.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the *Illinois Human Rights Act* and the Department's Rules.
- G. That it will include verbatim or by reference the provisions of this clause in every sub-contract it awards under which any portion of the Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such sub-contractor. In the same manner as with other provisions of this Agreement, the Provider will be liable for compliance with applicable provisions of this clause by such sub-contractors, and, further, it will promptly notify the contracting agency and the Department in the event any sub-contractor fails to comply therewith. In addition, the Provider will not utilize any sub-contractor declared by the Illinois Human Rights Commission to be ineligible for contractors or sub-contractors with the State of Illinois or any of its political subdivisions or municipal corporations

20. **Default.** If either party violates any of the terms of this Agreement, such violation shall entitle the other party to terminate this Agreement, provided that the party desiring to terminate for such cause shall give the offending party at least fifteen (15) days' written notice. Said notice shall specify the particulars of the default and the party's intent to terminate this Agreement if such default is not remedied within the 15-day period.

21. **Complete Understanding.** This Agreement contains all of 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.

22. **Severability Clause.** If any provision of this Agreement is held invalid, such invalidity shall not affect the other provisions of this Agreement, which may be given effect without the invalid provision.

23. **Choice of Law.** The rights and duties arising under this Agreement shall be governed by the laws of the State of Illinois.

24. **Successors and Assignees.** This Agreement binds and benefits the heirs, successors, and assignees of the parties.

25. **Amendments.** Any modification of this Agreement will be effective only if it is in writing and signed by all parties to this Agreement.

26. **Third Party Beneficiaries.** This Agreement is solely between the District and the Provider. No other party, including any third party, either express or implied, may rely upon the terms and conditions hereof whatsoever.

27. **Execution.** Each of the parties executing this Agreement represents and warrants that they have the proper and necessary authority to execute this Agreement and to bind their representative entities. The parties agree to accept facsimile copies of this Agreement as if original copies.

IT WITNESS WHEREOF, the undersigned duly authorize representatives of the parties have executed this Agreement on the date specified above.

Erdmann Therapy Solutions
1330 E. Norman Dr.
Palatine, IL 60074

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

By: President
(Title)

By: _____
President

ATTEST: Deborah Erdmann
(Title)

ATTEST: _____
Secretary

EXHIBIT A

STATEMENT OF WORK

Therapist Name: Deborah Lyn Erdmann

Assignment: Physical Therapist

Hourly Rate: \$72.00

Location: CCSD15 schools

Assigned Therapist shall provide services to the District from August 14, 2019 to May 26, 2020. Therapist shall work a total of **nineteen and a half (19.5) hours** per week of onsite service during the term of this assignment. In the event of illness or other absence, services shall not be billed. No overtime shall be paid to Provider absent the prior written consent of the District.

Specifically, Therapist's duties shall include:

Direct PT services to students, evaluations of students, consult with staff and parents, team meetings, IEP meetings, and completion of required reports/paperwork

The undersigned Therapist is subject to the terms and conditions of this Statement of Work as well as the terms and provision of the Professional Services Agreement.

[Erdmann Therapy Solutions]

By: Deborah Erdmann

Date: 4/26/2019



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

Susan Gehring
Assistant Superintendent for Student Services

(847) 963-3149 • Fax (847) 963-3145
www.ccsd15.net



DATE: May 8, 2019

TO: Board of Education

FROM: Susan Gehring, Assistant Superintendent for Student Services

RE: Consent Calendar Item: Agreement for Professional Services—Health Pro Heritage, Celeste Bechdolt, Occupational Therapist

Please review and approve the contract with Health Pro Heritage, to provide occupational therapy services for the 2019-2020 school year. This is a contract for 32.5 hours per week at an anticipated cost of \$79,560 for the school year.

AGREEMENT FOR PROFESSIONAL THERAPY SERVICES

This Agreement is entered into this 12th day of April, 2019, between **Health Pro Heritage**, (hereinafter referred to as the "Provider") and the **BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15, COOK COUNTY, ILLINOIS** (hereinafter referred to as the "District").

WITNESSETH:

WHEREAS, the District has identified a need for certain therapy services in the areas it is authorized to provide to its students; and

WHEREAS, the Provider employs or contracts with qualified occupational therapists (hereinafter collectively referred to as "Therapists") who are able to provide therapy services for District students; and

WHEREAS, the District and the Provider desire to enter into this Agreement to procure certain therapy services for special education students in the District;

NOW, THEREFORE, in consideration of the terms and conditions contained herein and other good and valuable consideration, the receipt of which is expressly acknowledged by the parties, the District and the Provider agree as follows:

1. **Definition.** For the purpose of this Agreement the term "days" shall mean calendar days unless otherwise specified.
2. **Term.** This Agreement shall be effective from, August 14, 2019 until May 26, 2020, unless otherwise terminated in accordance with this Agreement. *[This agreement may be extended for one (1) additional year upon the mutual agreement of the parties which must be received thirty (30) days prior to the expiration of this Agreement.]*
3. **Termination.** The District may terminate this Agreement at any time by giving written notice to the Provider at least thirty (30) days prior to the date of termination. Termination shall be effective upon the date stated in said notice.
4. **Therapist Services.** Pursuant to its general responsibilities set forth below in this Agreement, the Provider agrees to provide licensed Therapists to perform approximately **thirty-two and a half (32.5) hours** of occupational therapy services per week for students of the District. The name of the assigned Therapist, the services to be provided by that Therapist, the work location, work hours, and hourly rate of any Therapist performing services for the District under this Agreement shall be listed on separate *Statement of Work Forms*, a specimen of which is attached hereto as Exhibit A. The parties further acknowledge that this is not an exclusive contract. The District is fully entitled to utilize the services of other providers, independent contractors, and its own employees. Likewise, the Provider is fully entitled to provide services to other clients.
5. **Payment for Services.** The District shall reimburse the Provider at the hourly rate set forth on the *Statement of Work*. Fees for services used by the District shall be billed directly to the District on a monthly basis. Billing shall be in increments of fifteen (15) minute units. The District shall pay the Provider only for time actually worked by the Therapist and shall not be responsible for travel time (except for between schools as required per the assigned duties). No overtime shall be paid to the Provider absent the prior written consent of the District. The District shall reimburse the Provider in accordance with the Illinois *Local Government Prompt Payment Act*. Unless otherwise directed in writing, the Provider shall send all invoices to the attention of the Coordinator of OT/PT services at the District's administrative offices.
6. **Provider's General Responsibilities.** The Provider shall provide the services set forth below to the District. All services provided by the Provider shall be performed in accordance with the highest standards of professional care.
 - A. The Provider shall make available to the District qualified Therapists to provide occupational therapy services to students of the District for an approved amount of hours as set forth in the *Statement of Work*.
 - B. The Provider shall provide clinical supervision to and annual evaluation of all Therapists providing occupational therapy services to the District.

- C. The Provider shall ensure that the Therapist provides occupational therapy services to students, and generate and maintain all necessary records related to such services as are required by the District, in accordance with accepted standards of his/her profession, the code of ethics of his/her professional association, all applicable state, federal and local rules, regulations and laws, as well as District policies, and the student's Individualized Educational Plan (hereinafter referred to as "IEP").

7. **District's General Responsibilities.** The District shall:

- A. Provide each Therapist with access to relevant District policies and procedures for the purpose of orientation.
- B. Provide all necessary equipment, treatment space, and materials for provision of the therapy services as set forth in a student's IEP.
- C. Provide supervision via a District supervisor with respect to Therapist interaction with staff and students. However, the Therapist is solely responsible for all matters pertaining to the therapy services he/she provides to students.

8. **Compliance With Applicable Statutes, Ordinances and Regulations.** In performing the services required under this Agreement, the Provider shall comply with all county, municipal, state, and federal ordinances, rules, and laws now in force, or which may hereafter be in force, pertaining to the services provided under this Agreement.

9. **Compliance With Applicable Licensing and Certification Requirements.** The Provider shall ensure that all Therapists providing services under the Agreement shall hold and maintain licenses, certifications, and qualifications as required under the Illinois *School Code* and by all applicable government authorities.

10. **Removal of Therapist.** The District retains the right to reject any individual Therapist assigned to it. The Provider shall immediately remove a Therapist from the District worksite at the request and in the sole discretion of the District. Upon the request of the District, the Provider shall promptly provide a replacement for any Therapist so removed.

11. **Non-Solicitation.** It is agreed between the Provider and the District that any Therapist providing services under the terms of this Agreement shall not be allowed to and shall not solicit for or provide private services to students served by the Therapist in accordance with this Agreement. The Provider or its affiliates shall not solicit or offer employment to any District-employed therapist during the term of this Agreement and for a period of twelve (12) months following its termination. During the term of this Agreement and for a period of twelve (12) months thereafter, the District agrees not to directly or indirectly contract or employ any Therapist who has been assigned by the Provider to service the District.

12. **Insurance.**

A. **Form and Limits of Coverage**

The Provider shall at all times during the term of this Agreement, and any extension or continuation thereof, at its sole cost and expense, secure and maintain the following insurance: (1) a standard comprehensive general liability insurance policy, on an occurrence basis, at limits of not less than \$1,000,000 in the aggregate and per occurrence, naming the District, its individual Board members, agents, consultants and employees as additional insureds; and (2) a professional liability insurance policy at limits of not less than \$1,000,000.

The Provider shall also obtain an insurance policy covering both Provider and the District from claims under Workers Compensation laws for not less than the limits of liability under applicable federal and Illinois statutory requirements. To the fullest extent permitted by each insurance policy and without invalidating any coverage thereunder, the Provider waives any right of subrogation that it or any of its agents may have.

B. **Certificates of Insurance**

Prior to any Therapist performing services under the terms of this Agreement, the Provider shall deliver to the District certificates of insurance evidencing the insurance required under this Agreement. Such insurance shall be primary and non-contributory. Each certificate of insurance shall contain a clause stating that policies will not be canceled or reduced without thirty (30) days prior written notice to the District.

13. **Independent Contractor Status.** No relationship of employer and employee is created by this Agreement between the Provider, or Therapists, and the District, it being understood that the Provider, its agents and employees, including the Therapists, will act hereunder as independent contractors. The Provider acknowledges that it is providing therapy services separately and independently from the District's control, supervision, direction and evaluation; that it has a full opportunity to find other business; that it has made its own investment in its business; and that it will utilize a high level of skill necessary to perform the services described herein. This Agreement shall not be construed as creating any joint employment relationship between the Provider and the District, and the District will not be liable for any obligation incurred by the Provider, including, but not limited to, unpaid minimum wages and/or overtime premiums. Further, the Provider shall be responsible for payroll taxes and other taxes associated with the employment of the Provider's Therapists.

The provision of services by any Therapist under this Agreement shall not constitute probationary service or otherwise contribute toward tenure with the District under the Illinois *School Code*. The Provider and its Therapists shall have no claim under this Agreement or otherwise against the District for vacation pay, sick leave, retirement benefits, workers' compensation, disability or unemployment insurance benefits, or any other wages or benefits of any kind.

14. **Indemnification.** To the fullest extent permitted by law, the Provider shall defend, indemnify, and hold harmless the District from any and all claims, suits, disputes, demands, losses, damages, injuries, liabilities, judgments, costs and expenses (including attorneys' fees) resulting from, arising out of, based upon or connected in any way with any act or omission of the Provider, its employees, agents, and contractors or any breach of this Agreement. The foregoing indemnification shall survive the expiration or termination of this Agreement. Additionally, the Provider waives any and all rights against the District it may have under any Worker's Compensation Act or interpretations of the such laws, including, but not limited to those rights under the judicial decision in *Kotecki v. Cyclops Welding Corporation*.

(a) **Indemnification by HealthPRO-Heritage**

HealthPRO-Heritage shall indemnify the Facility from, and hold the District harmless against, all claims, demands, costs, expense, liabilities, and losses (including reasonable attorney's fees and expenses) which may result against the District as a consequence of any alleged malfeasance, neglect, or medical malpractice caused or alleged to be caused by HealthPRO-Heritage or its employees or agents in connection with the provision of Services pursuant to this Agreement.

(b) **Indemnification by District**

The District shall indemnify HealthPRO-Heritage from, and hold HealthPRO-Heritage harmless against, all claims, demands, costs, expense, liabilities, and losses (including reasonable attorney's fees and expenses) which may result against HealthPRO-Heritage as a consequence of any alleged malfeasance, neglect, or medical malpractice caused or alleged to be caused by the District or its employees or agents.

15. **Conditions of Contractual Service.** Prior to any Therapist providing services to any District student, the Provider shall tender the following information to the District for each assigned Therapist:

- A. Evidence of a physical exam and a negative patch or Tuberculosis test (documentation must include date of exam/test performed by a licensed physician not more than ninety (90) days prior to the commencement of services with the District); and
- B. Written verification of Hepatitis B vaccine or waiver; and
- C. College transcripts and diploma; and
- D. Evidence of required certification and/or licenses; and
- E. Completed fingerprint criminal background check, including required checks of the Statewide Sex Offender Database and Child Murderer and Violent Offender Against Youth Database; and
- F. Evidence of training regarding occupational exposure to blood borne pathogens; and
- G. Evidence of training in the mandated reporter requirements under the Illinois *Abused and Neglected Child Reporting Act*.
- H. Completed Department of Children and Family Services Child Abuse Registry background investigation; and
- I. Current Cardiopulmonary Resuscitation certification.

16. **In-Service Training.** The District may require an assigned Therapist, at his/her own expense, to attend training deemed by the District to be necessary for performing professional services.
17. **Notices.** Every notice or other communication required to be given by either party to the other with respect to this Agreement shall be in writing and shall not be effective for any purpose unless the same is served personally, by registered United States mail, or by express overnight delivery, addressed to the following parties:

If to the District:
Coordinator of OT/PT Services
Community Consolidated
School District No. 15
580 North First Bank Dr.
Palatine, IL 60067

If to the Provider:
Amanda Parlier
HealthPRO Heritage
Vice President of Client Services
634 Academy Drive
Northbrook, IL 60062

18. **Student Records.** The District and the Provider acknowledge and agree that all medical or other student records generated in performing therapy services hereunder shall be the property of District. The parties agree to comply with all state and federal laws, including, but not limited to, the *Illinois Student Records Act*, the *Illinois Mental Health Act* and the federal *Family Educational Rights and Privacy Act*, and all rules and regulations governing the release of student and medical records. The Provider and its Therapists who are assigned to provide services for the District shall also abide by all other student confidentiality obligations of the District.
19. **Non-Discrimination.** The Provider agrees to comply fully with the requirements of the *Illinois Human Rights Act* (775 ILCS 5/1-101 *et seq.*) including, but not limited to, the provision of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. The Provider further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act* (42 U.S.C. § 12101 *et seq.*), and their rules and regulations.

As required by Illinois law, in the event of the Provider's non-compliance with the provisions of this non-discrimination provision, the *Illinois Human Rights Act*, or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Provider may be declared ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this Agreement, the Provider agrees as follows:

- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, creed, sex, sexual orientation, marital status, national origin or ancestry, age, citizenship, physical or mental handicap or disability, military status, unfavorable discharge from military service or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- B. That, if it hires additional employees in order to perform this Agreement or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Provider's obligation under the *Illinois Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the Provider in its efforts to comply with such Act and Rules, the Provider will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

- E. That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the *Illinois Human Rights Act* and the Department's Rules.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the *Illinois Human Rights Act* and the Department's Rules.
- G. That it will include verbatim or by reference the provisions of this clause in every sub-contract it awards under which any portion of the Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such sub-contractor. In the same manner as with other provisions of this Agreement, the Provider will be liable for compliance with applicable provisions of this clause by such sub-contractors, and, further, it will promptly notify the contracting agency and the Department in the event any sub-contractor fails to refuse to comply therewith. In addition, the Provider will not utilize any sub-contractor declared by the Illinois Human Rights Commission to be ineligible for contractors or sub-contractors with the State of Illinois or any of its political subdivisions or municipal corporations
20. **Default.** If either party violates any of the terms of this Agreement, such violation shall entitle the other party to terminate this Agreement, provided that the party desiring to terminate for such cause shall give the offending party at least fifteen (15) days' written notice. Said notice shall specify the particulars of the default and the party's intent to terminate this Agreement if such default is not remedied within the 15-day period.
21. **Complete Understanding.** This Agreement contains all of 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.
22. **Severability Clause.** If any provision of this Agreement is held invalid, such invalidity shall not affect the other provisions of this Agreement, which may be given effect without the invalid provision.
23. **Choice of Law.** The rights and duties arising under this Agreement shall be governed by the laws of the State of Illinois.
24. **Successors and Assignees.** This Agreement binds and benefits the heirs, successors, and assignees of the parties.
25. **Amendments.** Any modification of this Agreement will be effective only if it is in writing and signed by all parties to this Agreement.
26. **Third Party Beneficiaries.** This Agreement is solely between the District and the Provider. No other party, including any third party, either express or implied, may rely upon the terms and conditions hereof whatsoever.
27. **Execution.** Each of the parties executing this Agreement represents and warrants that they have the proper and necessary authority to execute this Agreement and to bind their representative entities. The parties agree to accept facsimile copies of this Agreement as if original copies.

IT WITNESS WHEREOF, the undersigned duly authorize representatives of the parties have executed this Agreement on the date specified above.

HealthPRO Pediatrics, LLC

By:  _____
President

ATTEST:  _____
Corporate Counsel

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

By: _____
President

ATTEST: _____
Secretary

EXHIBIT A

STATEMENT OF WORK

Therapist Name: Celeste Bechdolt

Assignment: Occupational Therapist

Hourly Rate: \$68.00

Location: CCSD15 schools

Assigned Therapist shall provide services to the District from August 14, 2019 to May 26, 2020. Therapist shall work a total of **thirty-two and a half (32.5) hours of onsite service** during the term of this assignment. In the event of illness or other absence, services shall not be billed. No overtime shall be paid to Provider absent the prior written consent of the District.

Specifically, Therapist's duties shall include:

Direct OT services to students, evaluations of students, consult with staff and parents, team meetings, IEP meetings, and completion of required reports/paperwork

The undersigned Therapist is subject to the terms and conditions of this Statement of Work as well as the terms and provision of the Professional Services Agreement.

[HealthPRO Pediatrics, LLC]

By: 

Date: _____

May 8, 2019



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

Susan Gehring
Assistant Superintendent for Student Services

(847) 963-3149 • Fax (847) 963-3145
www.ccsd15.net



DATE: May 8, 2019

TO: Board of Education

FROM: Susan Gehring, Assistant Superintendent for Student Services

RE: Consent Calendar Item: Agreement for Professional Services—AM Therapy LLC,
Angela Martinez, Occupational Therapist

Please review and approve the contract with AM Therapy LLC., to provide occupational therapy services for the 2019-2020 school year. This is a contract for 32.5 hours per week at an anticipated cost of \$87,750 for the school year.

**AGREEMENT FOR
PROFESSIONAL THERAPY SERVICES**

This Agreement is entered into this 1st day of May, 2019, between AM Therapy LLC (hereinafter referred to as the "Provider") and the BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15, COOK COUNTY, ILLINOIS (hereinafter referred to as the "District").

WITNESSETH:

WHEREAS, the District has identified a need for certain therapy services in the areas it is authorized to provide to its students; and

WHEREAS, the Provider employs or contracts with qualified occupational therapists (hereinafter collectively referred to as "Therapists") who are able to provide therapy services for District students; and

WHEREAS, the District and the Provider desire to enter into this Agreement to procure certain therapy services for special education students in the District;

NOW, THEREFORE, in consideration of the terms and conditions contained herein and other good and valuable consideration, the receipt of which is expressly acknowledged by the parties, the District and the Provider agree as follows:

1. **Definition.** For the purpose of this Agreement the term "days" shall mean calendar days unless otherwise specified.
2. **Term.** This Agreement shall be effective from August 14, 2019 until May 26, 2020 unless otherwise terminated in accordance with this Agreement.
3. **Termination.** The District may terminate this Agreement at any time by giving written notice to the Provider at least thirty (30) days prior to the date of termination. Termination shall be effective upon the date stated in said notice.
4. **Therapist Services.** Pursuant to its general responsibilities set forth below in this Agreement, the Provider agrees to provide licensed Therapists to perform approximately thirty-two and a half (32.5) of occupational therapy services per week for students of the District. The name of the assigned Therapist, the services to be provided by that Therapist, the work location, work hours, and hourly rate of any Therapist performing services for the District under this Agreement shall be listed on separate *Statement of Work Forms*, a specimen of which is attached hereto as Exhibit A. The parties further acknowledge that this is not an exclusive contract. The District is fully entitled to utilize the services of other providers, independent contractors, and its own employees. Likewise, the Provider is fully entitled to provide services to other clients.
5. **Payment for Services.** The District shall reimburse the Provider at the hourly rate set forth on the *Statement of Work*. Fees for services used by the District shall be billed directly to the District on a monthly basis. Billing shall be in increments of 15 minutes. The District shall pay the Provider only for time actually worked by the Therapist and shall not be responsible for

travel time. No overtime shall be paid to the Provider absent the prior written consent of the District. The District shall reimburse the Provider in accordance with the Illinois *Local Government Prompt Payment Act*. Unless otherwise directed in writing, the Provider shall send all invoices to the attention of the Coordinator of OT/PT Services at the District's administrative offices.

6. **Provider's General Responsibilities.** The Provider shall provide the services set forth below to the District. All services provided by the Provider shall be performed in accordance with the highest standards of professional care.

- A. The Provider shall make available to the District qualified Therapists to provide occupational therapy services to students of the District for an approved amount of hours as set forth in the *Statement of Work*.
- B. The Provider shall provide clinical support to and will monitor performance of all Therapists providing occupational therapy services to the District.
- C. The Provider shall ensure that the Therapist provides occupational therapy services to students, and generate and maintain all necessary records related to such services as are required by the District, in accordance with accepted standards of his/her profession, the code of ethics of his/her professional association, all applicable state, federal and local rules, regulations and laws, as well as District policies, and the student's Individualized Educational Plan (hereinafter referred to as "IEP").

7. **District's General Responsibilities.** The District shall:

- A. Provide each Therapist with access to relevant District policies and procedures for the purpose of orientation.
- B. Provide all necessary equipment, treatment space, and materials for provision of the therapy services as set forth in a student's IEP.
- C. Provide supervision via a District supervisor with respect to Therapist interaction with staff and students. However, the Therapist is solely responsible for all matters pertaining to the therapy services he/she provides to students.

8. **Compliance With Applicable Statutes, Ordinances and Regulations.** In performing the services required under this Agreement, the Provider shall comply with all county, municipal, state, and federal ordinances, rules, and laws now in force, or which may hereafter be in force, pertaining to the services provided under this Agreement.

9. **Compliance With Applicable Licensing and Certification Requirements.** The Provider shall ensure that all Therapists providing services under the Agreement shall hold and maintain licenses, certifications, and qualifications as required under the Illinois *School Code* and by all applicable government authorities.

10. **Removal of Therapist.** The District retains the right to reject any individual Therapist assigned to it. The Provider shall immediately remove a Therapist from the District worksite at the request and in the sole discretion of the District with cause. Upon the request of the

District, without cause, within thirty (30) days the Provider shall remove the therapist and supply a replacement for said Therapist.

11. Non-Solicitation. It is agreed between the Provider and the District that any Therapist providing services under the terms of this Agreement shall not be allowed to and shall not solicit for or provide private services to students served by the Therapist in accordance with this Agreement. The Provider or its affiliates shall not solicit or offer employment to any District-employed therapist during the term of this Agreement and for a period of twelve (12) months following its termination. During the term of this Agreement and for a period of twelve (12) months thereafter, the District agrees not to directly or indirectly contract or employ any Therapist who has been assigned by the Provider to service the District.

12. Insurance.

A. Form and Limits of Coverage

The Provider shall at all times during the term of this Agreement, and any extension or continuation thereof, at its sole cost and expense, secure and maintain the following insurance: (1) a standard comprehensive general liability insurance policy, on an occurrence basis, at limits of not less than \$1,000,000 in the aggregate and per occurrence, naming the District, its individual Board members, agents, consultants and employees as additional insureds; and (2) a professional liability insurance policy at limits of not less than \$1,000,000.

The Provider shall also obtain an insurance policy covering both Provider and the District from claims under Workers Compensation laws for not less than the limits of liability under applicable federal and Illinois statutory requirements. To the fullest extent permitted by each insurance policy and without invalidating any coverage thereunder, the Provider waives any right of subrogation that it or any of its agents may have.

B. Certificates of Insurance

Prior to any Therapist performing services under the terms of this Agreement, the Provider shall deliver to the District certificates of insurance evidencing the insurance required under this Agreement. Such insurance shall be primary and non-contributory. Each certificate of insurance shall contain a clause stating that policies will not be canceled or reduced without thirty (30) days prior written notice to the District.

13. Independent Contractor Status. No relationship of employer and employee is created by this Agreement between the Provider, or Therapists, and the District, it being understood that the Provider, its agents and employees, including the Therapists, will act hereunder as independent contractors. The Provider acknowledges that it is providing therapy services separately and independently from the District's control, supervision, direction and evaluation; that it has a full opportunity to find other business; that it has made its own investment in its business; and that it will utilize a high level of skill necessary to perform the services described herein. This Agreement shall not be construed as creating any joint employment relationship between the Provider and the District, and the District will not be liable for any obligation incurred by the Provider, including, but not limited to, unpaid minimum wages and/or overtime premiums. Further, the Provider shall be responsible for payroll taxes and other taxes associated with the

employment of the Provider's Therapists.

The provision of services by any Therapist under this Agreement shall not constitute probationary service or otherwise contribute toward tenure with the District under the Illinois *School Code*. The Provider and its Therapists shall have no claim under this Agreement or otherwise against the District for vacation pay, sick leave, retirement benefits, workers' compensation, disability or unemployment insurance benefits, or any other wages or benefits of any kind.

14. **Indemnification.** To the fullest extent permitted by law, the Provider shall defend, indemnify, and hold harmless the District from any and all claims, suits, disputes, demands, losses, damages, injuries, liabilities, judgments, costs and expenses (including attorneys' fees) resulting from, arising out of, based upon or connected in any way with any act or omission of the Provider, its employees, agents, and contractors or any breach of this Agreement. The foregoing indemnification shall survive the expiration or termination of this Agreement. Additionally, the Provider waives any and all rights against the District it may have under any Worker's Compensation Act or interpretations of the such laws, including, but not limited to those rights under the judicial decision in *Kotecki v. Cyclops Welding Corporation*.

15. **Conditions of Contractual Service.** Prior to any Therapist providing services to any District student, the Provider shall tender the following information to the District for each assigned Therapist:

- A. Evidence of a physical exam and a negative patch or Tuberculosis test (documentation must include date of exam/test performed by a licensed physician not more than ninety (90) days prior to the commencement of services with the District); and
- B. Written verification of Hepatitis B vaccine or waiver; and
- C. Evidence of required certification and/or licenses; and
- D. Completed fingerprint criminal background check, including required checks of the Statewide Sex Offender Database and Child Murderer and Violent Offender Against Youth Database; and
- E. Evidence of training regarding occupational exposure to blood borne pathogens; and
- F. Evidence of training in the mandated reporter requirements under the Illinois *Abused and Neglected Child Reporting Act*, and
- G. Completed Department of Children and Family Services Child Abuse Registry background investigation;.

16. **In-Service Training.** The District may require an assigned Therapist, at his/her own expense, to attend training deemed by the District to be necessary for performing professional services.

17. **Notices.** Every notice or other communication required to be given by either party to the other with respect to this Agreement shall be in writing and shall not be effective for any purpose unless the same is served personally, by registered United States mail, or by express overnight delivery, addressed to the following parties:

If to the District:

Susan Arndt, Coordinator of OT/PT Services
Community Consolidated
School District No. 15
580 North First Bank Drive
Palatine, IL 60067

If to the Provider:

AM Therapy LLC
114 S. Hi Lusi Ave
Mt. Prospect, IL 60056

18. **Student Records.** The District and the Provider acknowledge and agree that all medical or other student records generated in performing therapy services hereunder shall be the property of District. The parties agree to comply with all state and federal laws, including, but not limited to, the *Illinois Student Records Act*, the *Illinois Mental Health Act* and the federal *Family Educational Rights and Privacy Act*, and all rules and regulations governing the release of student and medical records. The Provider and its Therapists who are assigned to provide services for the District shall also abide by all other student confidentiality obligations of the District.

19. **Non-Discrimination.** The Provider agrees to comply fully with the requirements of the *Illinois Human Rights Act* (775 ILCS 5/1-101 *et seq.*) including, but not limited to, the provision of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. The Provider further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act* (42 U.S.C. § 12101 *et seq.*), and their rules and regulations.

As required by Illinois law, in the event of the Provider's non-compliance with the provisions of this non-discrimination provision, the *Illinois Human Rights Act*, or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Provider may be declared ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this Agreement, the Provider agrees as follows:

- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, creed, sex, sexual orientation, marital status, national origin or ancestry, age, citizenship, physical or mental handicap or disability, military status, unfavorable discharge from military service or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- B. That, if it hires additional employees in order to perform this Agreement or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may

reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Provider's obligation under the *Illinois Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the Provider in its efforts to comply with such Act and Rules, the Provider will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- E. That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the *Illinois Human Rights Act* and the Department's Rules.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the *Illinois Human Rights Act* and the Department's Rules.
- G. That it will include verbatim or by reference the provisions of this clause in every sub-contract it awards under which any portion of the Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such sub-contractor. In the same manner as with other provisions of this Agreement, the Provider will be liable for compliance with applicable provisions of this clause by such sub-contractors, and, further, it will promptly notify the contracting agency and the Department in the event any sub-contractor fails to comply therewith. In addition, the Provider will not utilize any sub-contractor declared by the Illinois Human Rights Commission to be ineligible for contractors or sub-contractors with the State of Illinois or any of its political subdivisions or municipal corporations

20. **Default.** If either party violates any of the terms of this Agreement, such violation shall entitle the other party to terminate this Agreement, provided that the party desiring to terminate for such cause shall give the offending party at least fifteen (15) days' written notice. Said notice shall specify the particulars of the default and the party's intent to terminate this Agreement if such default is not remedied within the 15-day period.

21. **Complete Understanding.** This Agreement contains all of 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.

22. **Severability Clause.** If any provision of this Agreement is held invalid, such invalidity shall not affect the other provisions of this Agreement, which may be given effect without the invalid provision.

23. **Choice of Law.** The rights and duties arising under this Agreement shall be governed by the laws of the State of Illinois.

24. **Successors and Assignees.** This Agreement binds and benefits the heirs, successors, and assignees of the parties.

25. **Amendments.** Any modification of this Agreement will be effective only if it is in writing and signed by all parties to this Agreement.

26. **Third Party Beneficiaries.** This Agreement is solely between the District and the Provider. No other party, including any third party, either express or implied, may rely upon the terms and conditions hereof whatsoever.

27. **Execution.** Each of the parties executing this Agreement represents and warrants that they have the proper and necessary authority to execute this Agreement and to bind their representative entities. The parties agree to accept facsimile copies of this Agreement as if original copies.

IT WITNESS WHEREOF, the undersigned duly authorize representatives of the parties have executed this Agreement on the date specified above.

AM Therapy LLC
114 S. Hi Lusi Ave
Mt. Prospect, IL 60056

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

By: Angie Martinez
(Title)

By: _____
President

ATTEST: _____
(Title)

ATTEST: _____
Secretary

EXHIBIT A

STATEMENT OF WORK

Therapist Name: Angela Martinez

Assignment: Occupational Therapist

Hourly Rate: \$75.00

Location: CCSD15 schools

Assigned Therapist shall provide services to the District from August 14, 2019 to May 26, 2020. Therapist shall work thirty-two and a half (32.5) hours of onsite service per week during the term of this assignment. In the event of illness or other absence, services shall not be billed. No overtime shall be paid to Provider absent the prior written consent of the District.

Specifically, Therapist's duties shall include:

direct occupational therapy services to students, evaluation of students, consult with staff and parents, team meetings, IEP meetings, and completion of required reports/paperwork.

The undersigned Therapist is subject to the terms and conditions of this Statement of Work as well as the terms and provision of the Professional Services Agreement.

[AM Therapy LLC]

By: Angie Martinez

Date: _____

Agenda Item No. 19-531U

**Destruction of Executive Session Audio
Recordings (June 2017)**

(No Enclosure)

FOIA Requests/Responses

There were four (4) requests and two (2) responses for information under the Freedom of Information Act during the period of April 4 through May 2, 2019.

Request	Staff Time
On April 23, 2019, a request was received from Kaza Rhan, LocalLabs, the publisher of Prairie State Wire , an online publication, for copies of any current collective bargaining agreements, and data of all employees, represented or not, by any collective bargaining unit. The response to this request was sent on April 30, 2019.	Staff Time: 2.25 Hrs
On April 25, 2019, a request was received from Amy Sonderegger , for the Blue Cross Blue Shield medical & dental policies from the 2017-2018 school year. The response to this request was sent on May 2, 2019.	Staff Time: .50 Hrs
On April 29, 2019, a request was received from Sulema Griffin, Sheet Metal Werks , for the HVAC contractor that will be working on Central [Road] School this year. The response to this request will be sent on May 6, 2019.	Staff Time: .25 Hrs
On April 30, 2019, a request was received from Joe Polito, Illinois Communication Sales, Inc. , for copies of all information provided by respondents to... RFP #19-021. The response to this request will be sent on May 7, 2019.	Staff Time: Hrs



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

Community Consolidated School District 15

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

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

(847) 963-3000 • Fax (847) 963-3200
www.ccsd15.net



April 30, 2019

VIA E-MAIL

Kaza Rhan

LocalLabs

news+V4BBJN2lQ52J4J4FsgOMxQ@news.locallabs.com

Re: Response to FOIA Request

Dear Kaza Rhan:

This letter is in response to your correspondence received in our office on April 23, 2019, within which you have requested public documents, citing to the Illinois *Freedom of Information Act* (“FOIA”). Below we have responded to your request for information.

Specifically, you asked for the following records:

“We are requesting copies of any current collective bargaining agreements between your organization and any organized labor collective bargaining unit, and if there is no collective bargaining agreement in place, a copy of the last expired agreement.

Additionally, we are requesting electronic (preferably non-PDF such as CSV, Excel, Txt) data with the following data points for all employees represented or not by any organized labor collective bargaining unit:

- First name
- Middle name or initial
- Last name
- Employee email address
- Start Date
- Department
- Job title
- Compensation
- Compensation Type (Full Time/Part Time/Hourly)
- Organized labor collective bargaining unit name (if applicable)”

The response to your first request is available on our website, please see the link:

<https://www.ccsd15.net/Page/570>. The response to the second request has been provided as an email attachment. There were thirty-three (33) pages of information pertinent to your second request.

The District's response contained in this letter intends to be fully responsive to your specific request. If we have misinterpreted your request in any way, please contact me so that we may update our response accordingly.

Thank you for your interest in Community Consolidated School District 15. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, reading "Scott B. Thompson". The signature is written in a cursive style with a large, stylized "S" and "T".

Scott B. Thompson, Ed.D.
Superintendent of Schools
CCSD 15 FOIA Officer
(847) 963-3205
thompsos@ccsd15.net



CCSD 15 FOIA Disposition
Date Received: 04/23/19
Date Due: 04/30/19
Date Responded: 04/30/19

Min Goodwin <goodwinm@ccsd15.net>

Fwd: FOIA Request - Organized Labor Collective Bargaining

1 message

Min Goodwin <goodwinm@ccsd15.net>
To: Min Goodwin <goodwinm@ccsd15.net>

Mon, Apr 29, 2019 at 10:50 AM

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

From: **June Becker** <beckerj@ccsd15.net>
Date: Tue, Apr 23, 2019 at 2:12 PM
Subject: Fwd: FOIA Request - Organized Labor Collective Bargaining
To: Min Goodwin <goodwinm@ccsd15.net>

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

From: **Kaza Rhan** <news+V4BBJN2IQ52J4J4FsgOMxQ@news.locallabs.com>
Date: Tue, Apr 23, 2019 at 2:01 PM
Subject: FOIA Request - Organized Labor Collective Bargaining
To: <delackm@ccsd15.net>

To whom it may concern,

I am writing you on behalf of LocalLabs which is the publisher of Prairie State Wire, an online publication that reports on and informs the public about local government activities. If you are not the FOIA officer please forward to the FOIA officer or reply to this email with the correct FOIA contact.

We are requesting copies of any current collective bargaining agreements between your organization and any organized labor collective bargaining unit, and if there is no collective bargaining agreement in place, a copy of the last expired agreement.

Additionally, we are requesting electronic (preferably non-PDF such as CSV, Excel, Txt) data with the following data points for all employees represented or not by any organized labor collective bargaining unit:

- First name
- Middle name or initial
- Last name
- Employee email address
- Start Date
- Department
- Job title
- Compensation
- Compensation Type (Full Time/Part Time/Hourly)
- Organized labor collective bargaining unit name (if applicable)

The purpose of the request is to access and disseminate information as a matter of public interest and is not for the principal purpose of personal or commercial benefit. I qualify as media under the definition in Section 2 (c-10) ("Commercial purpose"), Section 2 (f) ("News media"), Section 2 (g) ("Recurrent requester"), and Section 2 (h) ("Voluminous request") of the Freedom of Information Act, for the purposes of being exempt to the provisions of Section

4/29/2019

Community Consolidated School District 15 Mail - Fwd: FOIA Request - Organized Labor Collective Bargaining

3.1 (Requests for commercial purposes), Section 3.2 (Recurrent requesters), Section 3.6 (Voluminous requests), and Section 6 (Authority to charge fees). Therefore, I request you furnish any responsive documents and items without charge.

Thank you,

Kaza Rhan

Manager

LocalLabs

--

Morgan Delack

Chief Communication Officer

(847) 963-3204





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Palatine, IL 60067

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

(847) 963-3000 • Fax (847) 963-3200
www.ccsd15.net

May 2, 2019

VIA E-MAIL

Amy Sonderegger
443 E. Monterey Road
Palatine, IL 60074
Email: amysonderegger@comcast.net

Re: Response to FOIA Request

Dear Amy Sonderegger:

This letter is in response to your correspondence received in our office on April 25, 2019, within which you have requested public documents, citing to the Illinois *Freedom of Information Act* (“FOIA”). Below we have responded to your request for information.

Specifically, you asked for the following records:

- “For the 2017-2018 school year. BCBS – Group #P56630 Medical & Dental Coverage
- 1) Summary Plan Description (SPD),
 - 2) Summary of Material Modifications (SMM),
 - 3) Summary of Benefits and Coverage (SBC),
 - 4) Master Plan Document – referenced in Appendix B “Benefit Plan” of current teacher contract,
 - 5) Employee Benefits Coverage Booklet”

The response to items 1) and 2) of your request is as follows: there are no records pursuant to your request. Under the Illinois FOIA, “...the district cannot be required to create records to respond to request for information that it doesn't ordinarily maintain in record form.” However, should you have other questions or other specific documents request, please feel free to contact our office.

The response to items 3), 4), and 5) of your request has been provided as an email attachment. There were one-hundred eighty-one (181) pages of information pertinent to your request.

The District's response contained in this letter intends to be fully responsive to your specific request. If we have misinterpreted your request in any way, please contact me so that we may update our response accordingly. Thank you for your interest in Community Consolidated School District 15. If you have any questions or concerns, please do not hesitate to contact us.



Sincerely,

A handwritten signature in black ink that reads "Scott B. Thompson". The signature is written in a cursive style with a large initial 'S'.

Scott B. Thompson, Ed.D.
Superintendent of Schools
CCSD 15 FOIA Officer
(847) 963-3205
thompsos@ccsd15.net



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CCSD 15 FOIA Disposition
Date Received: 04/25/19
Date Due: 05/02/19
Date Responded: 05/02/19

Community Consolidated School District 15

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Palatine, IL 60067

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Superintendent of Schools

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Request for Examination and/or Copies of Public Records Pursuant to the Freedom of Information Act



On the _____, day of _____, _____, at the hour of _____ (a.m./p.m.), the following request was made for access to the public record(s) listed below for the purpose of review and/or duplication:

Records to be Inspected: _____

Records to be Copied: 1) Summary Plan Description (SPD), 2) Summary of Material Modifications (SMM), 3) Summary of Benefits and Coverage (SBC), 4) Master Plan Document - referenced in Appendix B "Benefit Plan" of current teacher contract, 5) Employee Benefits Coverage Booklet

Name of Requesting Party (please print): Amy Sonderegger

Signature of Requesting Party: Amy Sonderegger

Address: 443 E. Monterey Road Palatine, IL 60074

Telephone: 847-363-3767 E-mail: amysonderegger@comcast.net

I understand that, as permitted by the Act 5 ILCS 140/6, the first 50 black and white copies are free; any additional pages cost 15 cents per page. Color copies or information produced on a CD will be provided at the actual cost of copying. If mailed, postage costs will be included in the total fee.

Disposition of Request

- ☐ Record(s) made available and requesting party notified. Date: _____ Time: _____
- ☐ Record(s) were provided for review. Date: _____ Time: _____
- ☐ Record(s) copied at cost of: _____ ☐ Record(s) mailed at cost of: _____
- ☐ Record(s) ☐ picked up or ☐ mailed on _____
- ☐ Request delayed—attach reason(s) _____ ☐ Request denied—attach reason(s) _____

Signature of Employee: _____

Title of Employee: _____

Signature of Requesting Party: _____

Reported to Board of Education on: _____

Cramer/FOIA Request.doc 08/2010

Jane Addams • Central Road • Conyers Learning Academy • Kimball Hill • Hunting Ridge • Thomas Jefferson • Marion Jordan • Lake Louise • Lincoln
Stuart R. Paddock • Pleasant Hill • Gray M. Sanborn • Virginia Lake • Frank C. Whiteley • Willow Bend • Winston Campus Elementary
Plum Grove Junior High • Carl Sandburg Junior High • Walter R. Sundling Junior High • Winston Campus Junior High

For the
2017 -
2018
school
year.
CBS -
group

56630
Medical
Dental
Coverage



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Superintendent of Schools

(847) 963-3000 • Fax (847) 963-3200
www.ccsd15.net

May 6, 2019

VIA E-MAIL

Sulema Griffin
Sheet Metal Werks
Sheetmetalwerks.com
email: Sulema@Sheetmetalwerks.com



Re: Response to FOIA Request

Dear Sulema Griffin:

This letter is in response to your correspondence received in our office on April 29, 2019, within which you have requested public documents, citing to the Illinois *Freedom of Information Act* (“FOIA”).

Specifically, you asked for the following records:

“Please list the HVAC and General contractor for the following project:

Date Range: 2018 to present

District 15 – Central School – 3800 W. Central Ave”

The response to your request has been provided as an email attachment. There were four (4) pages of information pertinent to your request.

The District's response contained in this letter intends to be fully responsive to your specific request. If we have misinterpreted your request in any way, please contact me so that we may update our response accordingly. Thank you for your interest in Community Consolidated School District 15. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Scott B. Thompson, Ed.D.
Superintendent of Schools
CCSD 15 FOIA Officer
(847) 963-3205
thompsos@ccsd15.net



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Community Consolidated School District 15

CCSD 15 FOIA Disposition
Date Received: 04/29/19
Date Due: 05/06/19
Date Responded: 05/06/19

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

Scott B. Thompson
Superintendent of Schools

(847) 963-3000 • Fax (847) 963-3200
www.ccsd15.net

Request for Examination and/or Copies of Public Records Pursuant to the Freedom of Information Act



On the 29th, day of April, 2019, at the hour of 1:58 pm (a.m./p.m.), the following request was made for access to the public record(s) listed below for the purpose of review and/or duplication:

Records to be Inspected: Please list the HVAC and General contractor for the following project:

Date Range: 2018 to present

District 15 - Central School - 3800 W. Central Ave

Records to be Copied: Permit

Name of Requesting Party (please print): Sulema Griffin - Sheet Metal Werks

Signature of Requesting Party: Sulema Griffin

Address: 455 E. Algonquin Rd., Arlington Hts, IL 60005

Telephone: 847-827-4700

E-mail: Sulema@Sheetmetalwerks.com

I understand that, as permitted by the Act 5 ILCS 140/6, the first 50 black and white copies are free; any additional pages cost 15 cents per page. Color copies or information produced on a CD will be provided at the actual cost of copying. If mailed, postage costs will be included in the total fee.

Disposition of Request

- ☐ Record(s) made available and requesting party notified. Date: _____ Time: _____
- ☐ Record(s) were provided for review. Date: _____ Time: _____
- ☐ Record(s) copied at cost of: _____ ☐ Record(s) mailed at cost of: _____
- ☐ Record(s) ☐ picked up or ☐ mailed on _____
- ☐ Request delayed—attach reason(s) _____ ☐ Request denied—attach reason(s) _____

Signature of Employee: _____

Title of Employee: _____

Signature of Requesting Party: _____

Reported to Board of Education on: _____

Cramer/FOIA Request.doc 08/2010

Jane Addams • Central Road • Conyers Learning Academy • Kimball Hill • Hunting Ridge • Thomas Jefferson • Marion Jordan • Lake Louise • Lincoln
Stuart R. Paddock • Pleasant Hill • Gray M. Sanborn • Virginia Lake • Frank C. Whiteley • Willow Bend • Winston Campus Elementary
Plum Grove Junior High • Carl Sandburg Junior High • Walter R. Sundling Junior High • Winston Campus Junior High



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Superintendent of Schools

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May 7, 2019

VIA E-MAIL



Joe Polito
Illinois Communications Sales, Inc.
(312) 897-1835
joepolito@illinoiscom.com

Re: Response to FOIA Request

Dear Joe Polito:

This letter is in response to your correspondence received in our office on April 30, 2019, within which you have requested public documents, citing to the Illinois *Freedom of Information Act* (“FOIA”). Below we have responded to your request for information.

Specifically, you asked for the following records:

“Please reference RFP #19-021

Under the ‘Freedom of Information Act’ I respectfully request copies of all information provided by respondents to the above referenced RFP.”

The response to your request has been provided as an email attachment. There were two hundred eighty-three (283) pages of information pertinent to your request.

The District's response contained in this letter intends to be fully responsive to your specific request. If we have misinterpreted your request in any way, please contact me so that we may update our response accordingly. Thank you for your interest in Community Consolidated School District 15. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads 'Scott B. Thompson'.

Scott B. Thompson, Ed.D.
Superintendent of Schools
CCSD 15 FOIA Officer
(847) 963-3205
thompsos@ccsd15.net



CCSD 15 FOIA Disposition
Date Received: 04/30/19
Date Due: 05/07/19
Date Responded: 05/07/19

Min Goodwin <goodwinm@ccsd15.net>

Fwd: RFP 19-021

1 message

Dave Kuechenberg <kuechend@ccsd15.net>
To: Min Goodwin <goodwinm@ccsd15.net>

Tue, Apr 30, 2019 at 2:28 PM

FYI

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

From: <joepolito@illinoiscom.com>
Date: Tue, Apr 30, 2019 at 12:46 PM
Subject: RE: RFP 19-021
To: Dave Kuechenberg <kuechend@ccsd15.net>
Cc: Matthew Barbini <barbinim@ccsd15.net>

Please see the attached letter requesting information from RFP 19-021

Best regards,

Joe Polito
Illinois Communications
(312) 897-1835

----- Original Message -----

Subject: Re: RFP 19-021
From: Dave Kuechenberg <kuechend@ccsd15.net>
Date: Thu, April 25, 2019 1:18 pm
To: joepolito@illinoiscom.com
Cc: Matthew Barbini <barbinim@ccsd15.net>

Joe,

Thank you for contacting Dr. Barbini and I with your concern to ensure we receive what is expected for our specification for "Installation and configuration of Motorola Radio Management Server."

We are in fact receiving what is expected from the recommended vendor.

Also, since the numbers for the responses to the RFP have been made public, we cannot accept any revised pricing.

Let me know if you have any questions.

Thank you.
Dave Kuechenberg
CCSD15 Technology

On Thu, Apr 25, 2019 at 10:01 AM <joepolito@illinoiscom.com> wrote:
Please see attached regarding RFP 19-021

Best regards,

Joe Polito
Illinois Communications
(312) 897-1835

--

Dave Kuechenberg
Manager of Technology Services
Community Consolidated School District 15
110 N. Harrison Ave.
Palatine, IL 60067
(847) 963-3225
(847) 963-3235 Fax

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Dave Kuechenberg
Manager of Technology Services
Community Consolidated School District 15
110 N. Harrison Ave.
Palatine, IL 60067
(847) 963-3225
(847) 963-3235 Fax

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34K



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Community Consolidated School District 15
Dr. Matthew J Barbini EDD / Deputy Superintendent
Mr. David Kuechenberg / Manager of Technology Services
580 N 1st Bank Drive
Palatine, IL 60067-8110

April 24, 2019

Dear Dr. Barbini and Mr. Kuechenberg,

Please reference RFP #19-021

Under the "Freedom of Information Act" I respectfully request copies of all information provided by respondents to the above referenced RFP.

Thank you in advance for your cooperation.

Best regards,

Joe Polito