

OAK PARK AND RIVER FOREST HIGH SCHOOL

Finance Committee Meeting Agenda

December 7, 2010

Board Room

7:30 a.m.

- | | |
|---|------------------------------|
| 1. Minutes | |
| 2. Youth Interventionist | Gavin Morgan/David Boulanger |
| 3. RFQ for Architect | Cheryl Witham |
| #1 Architect -- 7:45 a.m. | |
| #2 Architect -- 8:15 a.m. | |
| 4. Construction Update | Robert Zummallen |
| 5. Advisory Leadership Team Composition | Discussion |
| 6. 2010 Levy | Cheryl Witham |
| 7. Monthly Financial Report | Information |
| 8. Treasurer's Report | Information |

Finance Committee Members

**Co-chair: Amy McCormack
 John C. Allen, IV**

Board of Education

DLT

Jim Hunter – FSEC Chair

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 North Scoville Avenue
Oak Park, IL 60302

FINANCE COMMITTEE MEETING

Tuesday, November 9, 2010

A Finance Committee meeting was held on Tuesday, November 9, 2010. Co-Chair McCormack called the meeting to order at 7:37 a.m. in the Board Room. Committee members present were John C. Allen, Terry Finnegan, Dr. Ralph H. Lee, Amy McCormack, Dr. Dietra D. Millard, and Sharon Patchak-Layman. Also present were Steven T. Isoye, Superintendent; Nathaniel L. Rouse, Principal; Lauren M. Smith, Director of Human Resources; Cheryl L. Witham, Chief Financial Officer and Treasurer; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Community Relations and Communications Coordinator; James Paul Hunter, FSEC Chair; Doug Wiley, OPRFHS Supervisor of Finance; Robert Zummallen, Director of Buildings and Grounds, Micheline Piekarski, Food Service Director; Jason Dennis, Donna Sebestyen, Benefits Coordinator, Vanessa Hughes, and Francisco Arriaga, OPRFHS faculty members; Scott Pellack of Vanguard Energy; and Scott R. Baldwin and Brian Butler of Gallagher Benefit Services, Inc.

Approval of October 19, 2010 Finance Committee Minutes

It was the consensus of the Committee members to accept October 19, 2010 Finance Committee minutes with the modifications as suggested.

Employee Benefit Insurance Renewal

The Gallagher Benefit Services representatives reviewed the executive summary of the employee benefit insurance renewal that was included in the packet.

The Insurance Committee reviewed the projected increases of 2.5% for the PPO plan and 14% for the HMO plan and recommended a 5.2% increase across all medical plan participants. The prescription participation will increase by \$5 to help lower the renewal increase in each plan as well. Gallagher also recommended including prescription drugs under the specific and aggregate stop loss coverage which will ensure protection for catastrophic claims that could occur with prescription medications.

If this young faculty focuses on wellness, it could affect the District's future claim experience by mitigating costs before they occur. Gallagher Bassett is a specialist in wellness and as such a subcommittee was formed to work with it on wellness initiatives. The District asks that the Board of Education allocate \$15,000 to support the subcommittee's suggestions. It was noted that the Health Care Reform Act is friendly to wellness initiatives. Another avenue to control future costs include employees migrating to the VEBA option, a health savings account that encourages consumerism; this is not a popular choice at this time because it calls for a higher deductible.

Discussion ensued. OPRFHS reserves of \$1.6 million (135% of the expected claims) are held in an internal service fund, not the General Education Fund. The District and the

employees share the ownership of these funds and they are unavailable for any other purpose.

The Insurance Committee and the Business Office were complimented on their good and collaborative work of putting OPRFHS in the position of having options so that no one experiences a huge increase in premium.

Gallagher Bassett affirmed that the differences between HMOs and PPOs were now less and that the next generation of insurance plans would probably be a hybrid of the two.

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the renewal of the health care benefits as presented and allocate \$15,000 to a subcommittee to support wellness initiatives at its regular November Board of Education meeting

Construction Update

Pools

It was reported that the Illinois Department of Public Health did a site visit the previous week and the pool passed its dry inspection. Further information will be provided to the IDPH by Wight & Company and when the IDPH is satisfied, it will issue a building permit and allow the pool to be filled. The Buildings and Grounds Department must ensure that the pool can hold the water temperature steady and contains the right chemicals.

Summer Construction

OPRFHS is issuing an RFQ for architectural services for the upcoming summer projects. The Facility Committee is working on the 2011 projects. Because Wight previously committed to paying for work to be completed next year, Ms. Patchak-Layman asked how hiring a new architect would fit in with that commitment. Mr. Zummallen noted that Wight had committed to paying for the cost of estimating only. Mr. Isoye stated that In the future, the District plans to keep the architectural services separate from the construction services. Mark Wight, Chairman of Wight & Company, would also like the opportunity to talk with the Board of Education in the future.

Update on Vanguard Energy Services

Mr. Pellack, the District's energy broker, informed the Board that in December 2008, the District signed an electrical agreement with Mid American Energy. In August 2009, he was able to secure a rate lower than the previously locked-in rate of 08 cents. Thus, current new contract is .0607 for fiscal year 2010-11 which should save the District approximately \$69,000. He anticipated that the District will save \$121,000 for the full 2010-11 fiscal year that will expire in 2010. He provided the Committee with a comparison of past fixed rates to the actual market. By "riding the market," during the July to December 2010 period, an additional \$12,000 was saved. He also noted that all administrative charges, i.e., costs from Com Ed were included in the current electrical contract, and rolled into this.

Energy rates have not been this low in ten years. If the economy remains the same, opportunities might arise to lock in rates for the 2012-13 fiscal year lower than the ones for the 2011-12 timeframe. Mr. Pellack will continue to monitor this. The commodity that

most affects this pricing is natural gas because of the overall desire of everyone to be greener.

Starting Wages

Continuing the discussion about starting wages, Ms. Witham informed the Committee that after talking with both the Bookstore and Food Service Departments, only five individuals in Food Service make less than \$10 per hour. An effort is made to move these individuals to a higher pay scale quickly and the Food Service Director feels their salaries can be increased under Policy 3550, Food Service and the Bookstore, as it presently is stated. The Bookstore, however, cannot take the same action as there is a layering of hourly rates for high school and college students; the longer one works for the Bookstore, the more they are paid. To increase the salaries of these employees would cost an additional \$15,000, which would mandate incorporating this increase into the cost of the books to parents.

Previously it was reported that Special Education students were paid \$3 per hour. Ms. Witham clarified that these students are being taught life skills, i.e., how to count money, go to the bank (within the Business Office), etc., and they are paid in "Huskie Bucks."

Ms. Witham continued that the Bookstore does not encourage OPRFHS graduates to continue to work there. However, the one or two college students that are hired train and mentor others. Students make application directly at the Bookstore.

Ms. Patchak-Layman wanted a fair process for making these job opportunities known to all students, e.g., the job requirements, qualifications, responsibilities. Her interest, however, did not revolve around minimum wage for students and sequencing.

Relative to whether the Board of Education should take a formal vote to increase salaries above the minimum wage for adults, Dr. Lee believed that many people in society should make more money in their jobs, but he questioned whether it was the Board of Education's responsibility to raise the incomes of anyone it hires simply to raise that person's income. He philosophically disagreed with the Board of Education being the advocate to spend more money to raise the income level of its community, as its fiduciary responsibility is to the school. Mr. Finnegan stated that the Board of Education did not need to take any action as it was stated in the memorandum in the packet and that increases could be given to the five part-time individuals in Food Service. The Bookstore should remain as is. He favored the administration continuing with the Board of Education's desire. Mr. Allen and Dr. Millard did not favor bringing this to a vote.

Guessing that another cashier had to be hired because of the low salary offered, Ms. Patchak-Layman argued it was valuable for cashier to know the students and, as such, provide supervision. She also stated that several committee members shared her concern about all students having the ability to apply for positions and that attention should be given to the posting of these positions.

FAC Budget Model

The members of the Finance Committee expressed their opinions as to the budget model as recommended by the Financial Advisory Committee and the Advisory Leadership Team (ALT) composition recommended by DLT.

Ms. Patchak-Layman was disappointed that DLT had recommended that the process be a closed one versus what was originally proposed as an open process which was reflected in previous minutes that the Board of Education would approve and select the members of ALT. Ms. Patchak-Layman's past experience with this Board of Education was that it was reticent to challenge committee recommendations that come to forward and, thus, she disagreed with the recommendation. Mr. Isoye offered that the meetings would be summarized and shared with the Board of Education.

Dr. Lee agreed with the recommendation as to the purpose of the ALT as he believed that ALT should operate within the parameters set by the Board of Education, as it is the Board of Education's job to set policy direction, but he suggested adding as the fourth bullet point as follows:

- 4) To insure that all activities stated above are carried out in such a way as to implement and neither conflict with nor ignore any specific financial policy directions that have been placed into effect by the Board of Education.

Ms. McCormack felt that the above could stifle free flowing conversation and that it was the Board of Education that made the financial decisions. Dr. Millard noted that ALT would function under the direction and the policies of this Board of Education. Dr. Lee contended that the Board of Education has not stated the policies and that a financial resolution had been adopted two times, giving a very clear direction. As such, the Board of Education has the expectation for the District to move in that direction.

Mr. Isoye reminded the Committee that FAC's proposal is about 1) educating the various stakeholders about the District's finances and school finance in general, and 2) seeking cost saving ideas from the constituents which would then be sheperded through a variety of committees and projected into the finances of the District. The ALT will not make slashing cuts. It is the first piece of many on-going discussions about cost savings efforts in the budget. That had always been the intent when the administration was asked to involve other people.

Mr. Finnegan reiterated that ALT would be a group that would review the work done by committees, synthesize the areas to look more deeply at and reduce the number and scope from other committees. Ms. Witham added that ALT will look at the five-year projection model and do a "what-if" or "gap analysis" as to what would be needed for example to change spending in order to save \$2 to \$5 million. DLT would also review the suggestions. ALT is not a decision making body.

Mr. Finnegan suggested having an odd number of ALT members. Ms. Patchak-Layman asked if Board of Education members could listen to ALT's conversation and whether additional groups could be added, e.g., a parent group, etc.

There was consensus that the concept of the FAC model and ALT would be added as an action item at the regular November Board of Education meeting so that FAC can continue with its educational process and Dr. Isoye may review the component of the ALT to be brought back to the Board of Education in December.

Process to Add New Programs

Per the Board of Education's request and as an informational item, the administration documented the process presently used to add a new program. An example of when this process was used by the District was when it added the initiatives to satisfy the new graduation requirements and the legal ramifications at the time of the phase-in of the referendum. It was a lengthy process and an example of a large increase in spending. The timeline for starting a new program would depend upon when the program is brought forward. This process will be matched up with the timeline of the FAC.

Preliminary Levy

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the preliminary levy and to place it on display at its regular November Board of Education meeting. The Board of Education will still have time to make adjustments if needed. The CPI used for this levy is 2.7%. In addition, the River Forest TIF will expire. Also, the assessed value has been increased so as not to miss an opportunity if Oak Park decides to carve out property from the Downtown TIF (estimating it to be \$20 million). Regardless of the Levy amount set, the District will not receive more than the law allows (5%) or CPI, whichever is less, plus new property

When asked if River Forest residents would see a decrease in their property taxes because of the offset of the TIF funds and the District's levying only into the general EAV, Ms. Witham responded that if the District did not set the levy high enough to capture the EAV, it could decrease the property taxes. However, that is not reflected in the District's long-range projection model. An increase in EAV reduces the rate and the rate that individuals pay becomes less, although the total tax is the same amount.

Financial Reports

It was the consensus of the committee to recommend to the Board of Education that it approve the October 2010 monthly financial reports at the regular November Board of Education meeting.

Treasurer's Reports

It was the consensus of the Committee to recommend to the Board of Education that it approve the Treasurer's Report for October 2010 at the regular November Board of Education meeting.

Adjournment

The Finance Committee adjourned at 9:56 a.m.

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education
FROM: Cheryl L. Witham
DATE: December 7, 2010
RE: Youth Interventionist

BACKGROUND

Gavin Morgan and David Boulanger, from the Oak Park Township Youth Services will make a presentation at the Finance Committee meeting.

SUMMARY OF FINDINGS

Attached are the documents that they will be discussing.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

Youth Interventionist Program – Services

October 21, 2010

The Township's Interventionist Program staff have advanced degrees and specialized training in education, criminal justice, law enforcement, intelligence gathering, substance abuse, violent youth/adults, therapy/counseling, PTSD, training, instructional design, crisis intervention and de-escalation as well as skills in mediation and negotiation. Through the Youth Interventionist Program, they provide the following services to individuals, families, agencies, and community organizations in Oak Park and River Forest.

TRAINING

- ◆ Anti-bullying training and presentations (Olweus Program)
- ◆ Prevention, identification, and response to issues of gangs, drugs, and violence

CONSULTING

- ◆ Consult with private therapist, agencies (public and private, profit and non-profit), parents, law enforcement, courts, probation officers, the States Attorney's office and city, state and federal agencies on issues of substance abuse, violence, and gangs
- ◆ Community and neighborhood problem solving, education, and training
- ◆ Advise partner agencies on staffing patterns, incident response, facility security, and safety procedures and protocols

INFORMATION/INTELLIGENCE

- ◆ Work with various bodies to "connect-the-dots" to identify patterns of behaviors and incidents
- ◆ Gang and drug intelligence, including drug availability, types of drugs being used, and distribution points
- ◆ Assist in locating runaways
- ◆ Assist in identifying and locating individuals representing a threat to youth

DIRECT INTERVENTION

- ◆ Individual/family crisis intervention
 - hospitalization assessment
 - suicide assessment
 - drug assessment
 - trauma and grief counseling
- ◆ Incident-related crisis intervention (for example; school violence, suicide, etc.)
- ◆ Deescalating intergroup violence (keeping mob actions from occurring)
- ◆ On-site intervention at partner facilities in conjunction with partner staff
- ◆ Group work (life skills, anger management, gangs) with grade, middle and high school students
- ◆ Interventionist work specifically with youth who have behavioral disorders
- ◆ Individual and family counseling
- ◆ Casework

From: Bert Patania [<mailto:bpatania@oakparktownship.org>]

Sent: Thursday, October 14, 2010 5:42 PM

To: 'Albert Roberts, Superintendant District 97'; 'Anthony Ambrose'; 'Chief Tanksley, OPPD'; 'Chief Weiss, RFPD'; 'David Boulanger'; 'David Pope, President VOP'; 'Dee Brennan'; 'Dr. Thomas Hagerman, RF D90'; 'Gary Balling, OP Park District'; 'Greg White'; 'John Rigas, RF President'; 'Juliann Geldner, Pres. RF D90'; 'Mark Gartland, Pres., OP Park District'; 'Michael Sletten, RF Park District'; 'Nathaniel Rouse, OPRFHS D200'; 'Sophia Anastos, RF Library'; 'Steve Isoye, Superintendant OPRFHS'; 'Veronica Krawczyk' **Cc:** 'Robert Simmons'; 'Melissa Potrawski'

Subject: Director and Intervention Team Reports for Oak Park and River Forest

COG Members,

The Intervention Team took off running with the current school year. Referrals remain high. The current trend tends to be girl mob action in Oak Park (large girl fights) that usually start on the internet and spill over into school and on the streets. Marijuana use remains high among teens and readily available in both middle school and high school. Teens are using prescription drugs in combination with illegal drugs. The prescription drugs tend to be stolen from a friends house or from their own medicine cabinets and then sold. Youth are smoking marijuana, popping a variety of unknown prescription drugs and washing it down with alcohol. Very bad.

I believe a larger focus on prevention is key along with solid substance abuse services in town. That will be my professional push this year.

John and I have been working closely with the Parent Action Committee and the OPRFHS Citizen Council. There have been many meetings, Parent Café's, a Youth Café and even a march (front page of last week Oak Leaves). Lots of positive work with parents and the community. The Interventionist have been dealing with many crisis situations and are in constant motion. I am including information for the summer period and September. Please call or write if you have any questions.

This tempo is being felt all over town and with front line workers. Please take the time to check with staff and make sure they're ok, and don't forget to pat them on the back☺
Much appreciated....

Good things,
Bert Patania
Intervention Team Supervisor
708 445-2727x119

Attached below are the Client Demographic and Interventionist Supervisor's (Bert Patania) reports for July/August and September. Also attached to the COG report, but not included here, were the September and October Director's (John Williams) Reports on Youth services activities generally.



Youth Intervention Program Client Demographics

For the period from 7/1/2010 through 8/30/2010
Program Year Start Date: 07/01/2010

Current Active Case Load

Total Cases to Date:	858	Active	43	Closed Cases this	6
New Cases this Year :	4	Passive	4		
New Cases this Period :	4	Closed	5		
		Total:	53		

Interventionist Case Load

Interventionist	Status	No of Cases	Total Cases	Maximum Case Load
Bert Patarila	Active	9	9	10
Gonzalo Terradong	Passive	1	1	25
Melissa Potrawski	Active	19		
	Passive	1		
	Closed	2	22	20
Robert Simmons	Active	15		
	Passive	2		
	Closed	4	21	20

Client Demographics - Current Cases

Age Range	Gender	Residence	Ethnic Background
<=7	Female	Oak Park	2 or more races
8-11	Male	River Forest	African-American
12-14			Caucasian
15-17			Hispanic
18 +		Own	Hispanic-Latin
Unknown		Rent	Other race
		Other	

Level of Risk Factor	Reasons for Referral
High Risk	History of Client Gang Affiliation
Little Risk	History of Family Gang Affiliation
Moderate	History of Violence

Note: Reasons for referral may total more than caseload total due to reasons

Friday, September 03, 2010

**Oak Park and River Forest Townships
Intervention Team Report
July/August 2010**

The summer has been fairly mild in community youth challenges. The focus this summer has been to conduct weekly site visits to the parks in Oak Park and libraries in both towns. This has been going very well. The Interventionist also spend time with clients/parents during the summer period in order to continue positive relations before school starts. The support and development of the substance abuse Community/Parent Café's have been the focus of Bert from the Intervention Team as well as John Williams.

Average Team Caseload for July/August 2010 Active/Passive Cases --

Maximum team caseload -- 50 clients

Robert Simmons 19 Cases

Team 0 cases

Bert Patania 7 cases (8-10 Max.)

Pending cases 8 cases (TBD)

Melissa Petrowski 16 cases (20 Max.)

Team Highlights for July/August

The Intervention Team continues to visit the Oak Park Library and River Forest Library during the summer period. The communication has been solid with administration, security and the staff at the libraries. No serious problems this summer.

Bert, Robert and Melissa each completed 24hours of specialized gang training at the National Gang Crime Research Convention. Melissa completed her basic Gang Specialist Certification, Robert is Expert Level and Bert is at the Professional Level. Bert doesn't know quite what that is and he's been through 'a lot' of training on this subject.

Intervention Team

Bert Patania (Supervisor)

Bert is actively working with both local Police Departments, Oak Park Park District and both community libraries to try to intervene with youth before they become a serious issue.

Bert's caseload this summer has been quiet. Two of his long term clients graduated high school. This was a big deal for one of those clients since he heard from quiet of few of her teachers that they believed that she would drop out of high school. This did not happen and this client actually graduated early. The other client is heading on to college. Bert is very happy with the results. He is very happy to see this client move on to college. Some questioned if this client would survive her adolescence. Bert usually tracks the clients for several months after graduation to make sure they have a good start. Both clients have been with Bert since 7th grade.

While some youth deny marijuana has a negative impact on their lives, many parents in both communities are taking a stance against substance abuse. Bert and Melissa had the pleasure of attending a parent's café training where parents were trained to conduct community cafés to begin the discussion on youth substance abuse in Oak Park and River Forest. Parents are committed to keeping themselves informed about their children's substance abuse, as well as, how to speak to their children about the pressure to use. John and Bert are working with Parents on this difficult issue and offering support and training on how to conduct community events and parent café's. John and Bert are also having meetings in homes with parents on this topic.

Bert assigned the Interventionist 2-3 site visits per week on an average for the summer period.. The weather has been challenging due to either the rain or heat. The Team did a great job with site visits and communicating



Youth Intervention Program Client Demographics

For the period from: 9/1/2010 through: 9/30/2010
Program Year Start Date: 07/01/2010

Total Cases to Date: 858
New Cases this Year : 6
New Cases this Period : 3

Current Active Case Load

Active	45	Closed Cases this	0
Passive	2		
Closed	2		
Total:	49		

Interventionist Case Load

Interventionist	Status	No. of Cases	Total Cases	Maximum Case Load
Bert Petanina	Active	9	9	10
Melissa Potewski	Active	19		
	Closed	2	21	20
Robert Simmons	Active	17		
	Passive	2	19	20

Client Demographics - Current Cases

Age Range	Gender	Status	No. of Cases	Residence	Total Cases	Ethnic Background	No. of Cases
<=7	Female	Active	19	Oak Park	42	2 or more races	4
12-14	Male	Active	30	River Forest	6	African-American	26
15-17						Caucasian	12
18 +						Hispanic	2
Unknown				Own	18	Hispanic-Latin	1
				Rent	20	Other race	1
				Other	4		

Level of Risk Factor	No. of Cases	Reasons for Referral	No. of Cases
High Risk	15	History of Client Gang Affiliation	15
Moderate	11	History of Client Substance Abuse	20
		History of Family Gang Affiliation	7
		History of Family Substance	23
		History of Violence	39

*Note: Reasons for referral may total more than case load total due to multiple

Oak Park and River Forest Township

Youth Intervention Team

September 2010

Team Report

The Intervention Team is off and running with challenging cases. The team is busy and is not often in the office at the same time. Between the high school, middle school, libraries and conducting home visits...the team spends a lot of time outside of the main office. If you see team members out and about in the community, say hello. Bert and John are paying attention to high activity and pacing of challenging cases for each staff member.

Average Team Caseload for September 2010 Active/Passive Cases –

Maximum team caseload – 50 clients

Robert Simmons – 19cases

Team – 0 cases

Bert Patania – 8 cases

Pending cases – 6 cases (TBD)

Melissa Potrawski – 18 cases

Team Highlights for September

- There has been an increase in referrals from various sources, primarily OPRFHS and Oak Park Police Department.
- Bert continues to work with security guards at Oak Park Library. Bert is conducting outreach for youth hanging out after school in Oak Park's main library.
- Robert continues to meet with his mentoring group monthly and provide consultation and guidance to the adult mentors in his mentoring group.
- Melissa has visited the after-school Connections Youth Program at River Forest Library. There has been an average of 15+ youth in attendance. The attendance seems a little down from last year.
- Services for referrals of drug-involved youth continue to increase. This is the primary reason for referral at the moment.
- John and Bert are collaborating with the Parent Action Committee and the OPRFHS Citizen Council for the Clean Mind Clean Spirit march and rally to take place October 3rd. Bert will reference this event below.

Intervention Team

Bert Patania (Supervisor)

The first full month of school has been tumultuous for some of Bert's clients. These stormy times have involved instances of violence/conflict with peers, drug use, familial conflict, legal charges filed and mental health issues. He is working with school staff, the legal system, community resources, the parents and the clients to help them move

through these difficulties with awareness and support in hopes of achieving the most advantageous outcomes. While these refer to a handful of his clients, there are some that have continued to show progress in academics, in their behavior at home and at school, and in their positive peer relations.

Bert is researching various trainings that can help to prepare the team to work with the students in more capacities. The trainings would, for example, cover topics like, creative therapies, drug recognition, empowerment for girls and boys, and community building strategies. With such education it is his hope to be able to foster a greater understanding and implementation of more effective approaches to prevention and intervention services in both communities.

Bert has been spending a lot of time working with all collaborative partners on several unregistered cases that are refusing help and services. Bert is sure that he can help these youth and families and is determined to hang in there with them through this chaotic and disruptive time. Bert and John teamed up to assist a family recently become homeless access medical, mental health, educational, food, clothing, shelter, and other desperately needed services— hard work. Great support from Maryanne Brown of Hephzibah Children's Association, as well as assistance from the Children's Clinic and District 97.

Collaboration between the Intervention Team and both Police departments continues to be strong. Bert is typically in weekly contact with SRO's and beat officers to keep a finger on troublesome youth in both Oak Park and River Forest. Bert has conducted several home visits with police officers this month with troubled youth and families.

Bert has been working closely with Melissa on her training as an Interventionist. Melissa has been to several trainings and started work with her clinical supervisor. Bert has teamed with Melissa to provide support and technical assistance on some very challenging high risk runaway/victim of sexual abuse cases in both communities. The Intervention Team is up to date on their gang certification and Bert will stress more on clinical aspects of the work as well as substance abuse counseling.

Robert Simmons (Interventionist)

Robert has started off the school year with a full caseload. He is meeting with clients at Brooks, Harbor, Hillside Academy, Joseph Academy, Julian, and O.P.R.F. High School. He is also working with students in District 97's Alternative Education Program.

Robert marched in the Clean Mind Clean Spirit rally on October, 3, 2010. Robert enjoyed marching with the large crowd and meeting new people. He also participated in some of the festivities at Scoville Park after the march.

Robert has noticed a slight increase in substance abuse referrals among middle school age clients. Majority of these clients are also chronic runaways. Robert has been working closely with parents to create safety plans during crisis.

Melissa Potrawski (Interventionist)

The beginning of the school year has been busy for Melissa. She continues to meet with clients at OPRFHS, Julian Middle School (OP), Roosevelt Middle School (RF), Longfellow, alternative schools Harbor and Academy Hillside.

Recently, Melissa has noticed a pattern of trauma among some of her clients. Of the 18 individuals she meets with, a quarter of them have been sexually abused. Among these individuals, most have either experimented with illegal substances or are actively using illegal substances – some “self-medicating” in response to previously untreated trauma. Melissa’s clients have said using drugs is a way to escape from the trauma they experienced. Melissa has been working closely with other professionals specializing in trauma in order to help her clients heal.

On October 3rd Melissa participated in the “Clean Minds, Clean Spirit” rally that marched through the Oak Park and River Forest communities. Melissa enjoyed participating in the rally, which encouraged parents in both communities to come together and address substance abuse among their teens. Melissa believes it is important for parents to take an active role in their child’s life, and seek the appropriate help when needed.

Summary

Relationships are strong in both communities. Both Police departments are feeling the weight of less staff and more work. The Intervention Team attempts to help as much as possible with the social work aspect in three school districts and outreach in two communities. All three school districts have had a good start and referrals remain constant. If you should have any questions, please call Bert at 708 445-2727x119.

11/1/2010

**Review of the Youth Interventionist Program Origins, Rationale and Cost Sharing
Prepared by David Boulanger, Oak Park Township Supervisor, 10/23/10 Intgov. Comm.**

A review in 2010 is timely.

Fourteen years ago the eleven Oak Park and River Forest taxing units signed an Intergovernmental Agreement to form a Youth Interventionist Program hosted by Oak Park Township. Every two years, all unit boards have voted, almost unanimously, to continue the agreement and share the funding. All units have supported the program as effective in limiting the influence on our youth of drugs, gangs and violence and intervening with at-risk youth as needed.

In 2010 under new financial pressure, some of the units have asked for a review of the shared funding formula and questioned the program's relationship to their unit's mission. In response, Oak Park Township has committed to complete this fall a review of the program's rationale and funding formula. Unit specific service needs and delivery will also be considered.

The Youth Interventionist Program had its origins in serious, violent incidents.

Gangs, and the crime, drugs and violence that accompany them, impact Oak Park and River Forest due to the proximity to Chicago and other nearby communities where gangs are an established reality. Oak Park and River Forest are fortunate to not have identifiable gang territories, but both communities have gang members operating and recruiting associates with attractive offers of drugs, money, and a supportive group of "friends."

The Gang and Drug Task Force of Oak Park and River Forest, established in 1995, created the Gang Prevention/Intervention Program to address the threat of street gangs and the victimization of youth. Several violent incidents had been attributed to gangs, and in August 1995, the community had its first – and so far, only – drive-by shooting. This incident occurred at a junior high school (now Julian Middle School) and was followed by the gang-related beating and subsequent death of a teenager a few blocks away.

Within a month of the violent events, all 11 local taxing bodies in Oak Park and River Forest, along with representatives of the non-profit and private sector, held their first meeting. An Intergovernmental Agreement created the Interventionist program to support the hiring of two full-time interventionists to work with young people and their families. The agreement and cooperative funding ensured (1) Broad community commitment to cooperative action, (2) Shared information among all entities on specific incidents and youth cases, (3) Immediate access by each unit to services and a direct voice in practices and (4) Accountability through regular reporting and periodic contract renewal.

Public safety remains a key issue.

At the September 7, 2010, Oak Park Council of Governments (COG) briefing on Public Safety, Chief Tanksley of the Oak Park Police Department reported on gang influence in Oak Park. He stated that Oak Park is "safe" for some gang leaders to live here, because there is no turf claimed or held by any gang, and thus, no turf competition. Oak Park is targeted for gang-related "business" because of its openness and affluence. A small group is responsible for most theft and drug dealing. Gang members will try to intimidate other gang members, which can lead to retaliation attempts. Individual youth will be targeted, not near the high school, but a few blocks away, usually in some kind of confrontation or fight, more often now female on female. Whether gang related or not, incidents involving youth account for 70-80% of police contacts.

Research supports a collaborative approach.

Drug-use prevention is an important part of the public school mission. The argument for mission inclusion applies to all units that serve youth clientele. The mission includes, by close association, the prevention of the drug trade with its gang activity and violence.

The case for a wide community acceptance of this mission was made again in a recent report, "Youth Substance Use Interventions: Where Do They Fit into a School's Mission?" by the UCLA Center on Mental Health in Schools, Summer, 2010. The following excerpt is from the full report available at <http://smhp.psych.ucla.edu/pdfdocs/subintervent.pdf>.

"By working collaboratively and differentiating the causes of observed problems, schools and communities can ... counter the trend to establish initiatives in terms of separate categories that lead to a host of fragmented and too often ineffective programs and services. ... To guide development of a systemic approach, we have suggested using a continuum of integrated school-community intervention systems as a unifying framework. This includes school-community subsystems for promoting healthy development, preventing problems, intervening early to address problems as soon after onset as is feasible, and addressing chronic and severe problems. Across the country, pioneering work to enhance student-and-learning supports heralds movement toward a comprehensive system. ... We anticipate more and more movement in this direction at state, regional, district, and school levels."

Oak Park Township has a primary role.

Oak Park Township provides primary housing and funding for youth services in Oak Park and by intergovernmental agreement for River Forest. It houses the Youth Interventionist program, since it is the unit of government with youth services (provided in state statutes) and the most direct, out-of-school experience with:

- (1) *Leadership in collaborative action* among all community agencies in contact with youth clientele at-risk of falling into drug, gang or violent behavior patterns;
- (2) *Confidential information gathering* on youth behavior incidents and patterns that threaten other youth, public safety and the sense of community control and well-being;
- (3) *Prevention* through parent and community education, staff training in organizations with a youth mission and direct contact with youth, and
- (4) *Intervention* with highly focused guidance and contact with individual at-risk youth and the responsible adult(s) in their lives.

Cost sharing is a commitment by all units to address a critical community need.

Cost sharing means that all government units in both villages participate at some financial level to show their serious commitment to a common mission and unified action to:

- (1) *Address collaboratively this special threat* to community security, family life and future stability;
- (2) *Ensure a direct voice by each unit* in Interventionist goals and activities through the cooperative, binding relationship of contracted staff or consultants; and
- (3) *Ensure accountability to each unit* on the activities and effectiveness of Interventionist through regular reporting and periodic contract renewal.

Cost sharing is the most efficient use of funds.

Sharing the cost adds a highly trained, committed, responsive team to each unit's support staff. With this program, each unit is able to provide services to its own staff, youth clientele and the community at large not possible by the unit alone.

The cost-sharing model cannot be “fee for service.”

Cost sharing will work only if all units accept the primacy of the common mission. Specific services are provided to each unit as needed and requested, but secondarily to the common mission. Basing costs on the varying needs for specific services will quickly defeat the interventionist model. Mutual assistance through a shared interventionists team must be the fully embraced common goal.

Oak Park and River Forest townships will carry the primary costs.

Given the primacy in their missions and the history of cost sharing, Oak Park Township, with River Forest Township as a contractual partner, will continue funding the basic office overhead and administrative services not covered in the past cost sharing formula. That cost is estimated at \$70,000 to \$100,000 per year. The townships recognize that the youth interventionist goal is best accomplished through having one central location for staffing, coordination, information gathering and general administration.

Cost sharing should be simple and mutually supportive.

The cost-sharing model proposed is based on each unit's general scope of responsibility to youth and the range of time in the typical year involved with those responsibilities. The model can work only if all units accept that specific services to any one unit will vary widely depending on where youth issues arise. In this model, no unit becomes identified or “blamed” as the center for “youth problems” due to the accident of where a behavior or incident occurs. Each unit works with the Interventionist to influence and manage youth behavior in its domain of youth contact, benefiting all units and the community at large.

The proposed funding model makes explicit and simplifies what appear to be the (unwritten) major assumptions in the previous distribution, namely: (1) The school districts share the chief communitywide responsibility for the education of youth; (2) The village governments enforce public laws with youth at all hours in both public and private places, most specifically through the police departments; (3) The townships serve all at-risk youth at all times and places in a cooperative relationship with all the other taxing units and assist families and private organizations as requested; (4) The park districts have a limited and largely passive mission with youth, providing specific outdoor spaces for seasonal recreation and play; and (5) The libraries also have a narrow mission with youth as a largely passive educational resource outside of school, mainly in one intensively used location in each community. All units have a clear mission of service to youth.

Cost sharing is set at 69% Oak Park, 14% OPRF High School and 17% River Forest.

Oak Park and OPRF High School: The different but equally broad roles and time responsibility of schools, villages and townships suggest a simple breakout of three equal partners: In Oak Park, the combined school districts are set at 22% = 11% for D97+ 11% for D200. River Forest would contribute 3% more to D200, making the D200 contribution 14% total. The Oak Park village and township shares are equal at 24% each. The Park District of Oak Park and Oak Park Public Library each have a 5% share due to their lesser scope and time-involvement with youth compared to the schools, village and township. Oak Park's total alone is 69%, making a total of 80% if its District 200 share of 11% is included. River Forest's contribution to District 200's share is 3% making the District 200 total of 14%.

River Forest: The 3% District 200 share added to the River-Forest-alone 17% share makes a 20% River Forest total, in line with its population share. A suggested breakout of the River

11/1/2010

Forest 17% similar to Oak Park's breakout of 69% is presented below in the "Proposed breakout" table. The "Current breakout" is also presented for comparison. (See pie charts below.)

Current breakout in 2011- 2012 IGA: OP 70.05%, OPRFHS 11.95%, and RF 18.00%

Unit	Percentage	2011	2012
Oak Park Township	19.00%	\$46,843.36	\$48,229.79
Village of Oak Park	28.24%	\$69,624.03	\$71,684.70
OP Elementary D97	11.95%	\$29,462.01	\$30,334.00
Park District OP	5.43%	\$13,387.34	\$13,783.57
OP Public Library	5.43%	\$13,387.34	\$13,783.57
OPRFHS D200	11.95%	\$29,462.01	\$30,334.00
RF Township	3.67%	\$9,048.17	\$9,315.97
Village of RF	7.32%	\$18,047.02	\$18,581.17
RF Elementary D90	3.67%	\$9,048.17	\$9,315.97
RF Park District	1.67%	\$4,117.29	\$4,239.15
RF Public Library	1.67%	\$4,117.29	\$4,239.15
Total	100.00%	\$246,544.00	\$253,841.00

DRAFT Proposed breakout for 2012 IGA: OP 69%, OPRFHS 14%, and RF 17%,

<i>Oak Park Portion</i>		<u>Proposed Breakout</u>		
Unit	Current 2012 Percentage	Percentage	New 2012 Amount	Change
Oak Park Township	19.00%	24%	\$60,922	+\$12,692
Village of Oak Park	28.24%	24%	60,922	<10,762>
OP Elementary D97	11.95%	11%	27,922	<2,412>
Park District OP	5.43%	5%	12,692	<1,092>
OP Public Library	5.43%	5%	12,692	<1,092>
Oak Park Total	70.05%	69%	\$175,150	<2,666>*

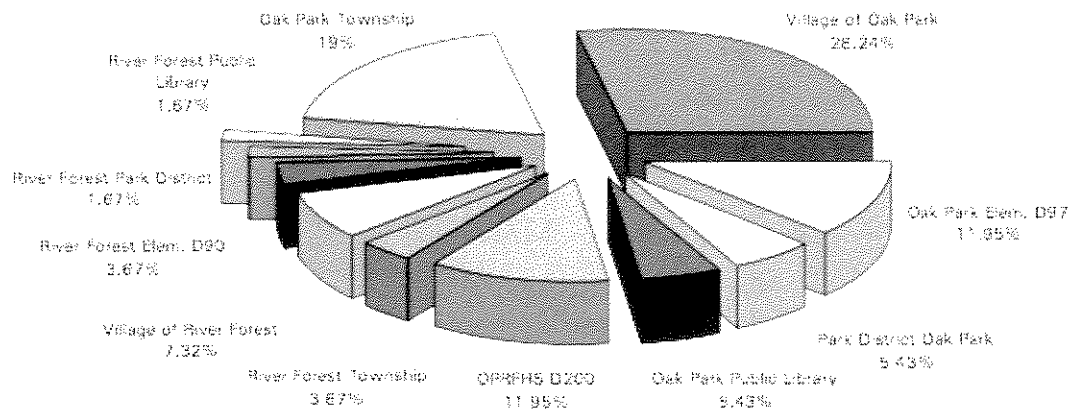
<i>High School Portion</i>		<u>Proposed Breakout</u>		
Combined OPRF Unit	Current 2012 Percentage	Percentage	New 2012 Amount	Change
OPRF High School D200	11.95%	14%	\$35,538	+ \$5,204*

<i>River Forest Portion</i>		<u>Proposed Breakout</u>		
Unit	Current 2012 Percentage	Percentage	New 2012 Amount	Change
RF Township	3.67%	4.5%	\$11,422	+\$2,106
Village of RF	7.32%	6.5%	16,500	<2,081>
RF Elementary D90	3.67%	3.0%	7,615	<1,701>
RF Park District	1.67%	1.5%	3,808	<431>
RF Public Library	1.67%	1.5%	3,808	<431>
RF Total	18.00%	17.0%	\$43,153	<\$2,538>*

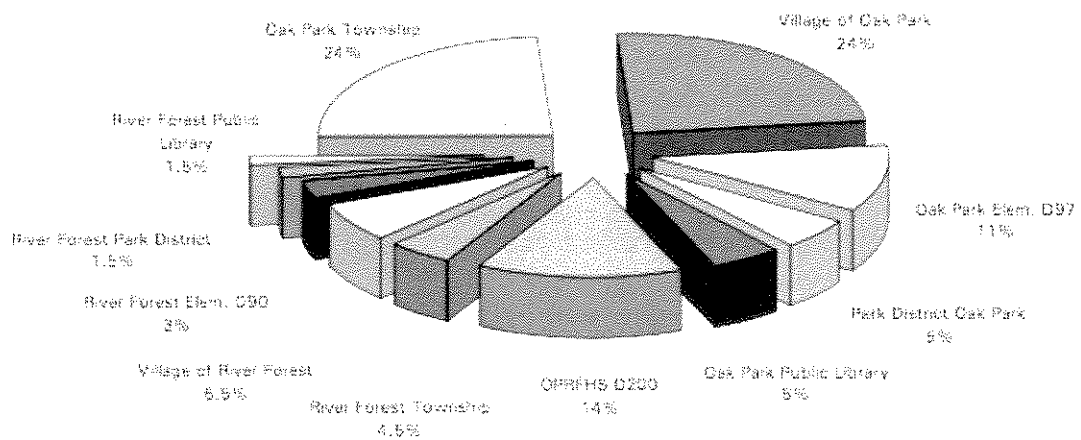
* OPRFHS's increase of 2% (+\$5204) comes from the 1% <\$2,666 > change in District 97's share and 1% <\$2,538> change in the share across the five other River Forest units.

YOUTH INTERVENTIONIST INTERGOVERNMENTAL AGREEMENT **Oak Park and River Forest**

CURRENT BREAKOUT
2012 Funding Distribution



PROPOSED BREAKOUT
2012 Funding Distribution



11/1/2010

Oak Park Township – Youth Interventionist Program Description
Prepared by Gavin Morgan, Township Manager, 10/18/10

There have been some questions about the practical/operational side of the Youth Interventionist Program, including development of the budget, billing for actual costs, the structure of the program, and the services provided. Following is a description of each of these areas, along with a summary of the Intergovernmental Agreement for the Youth Interventionist Program.

BUDGET

The Township develops the budget for the Youth Interventionist Program (Appendix A), in conjunction with the Township's annual budget. The major portion of the budget relates to personnel costs, with 94.5% of the Youth Interventionist budget covering salaries and benefits for three staff members. Each year, the Township bases changes to salaries on changes to the Consumer Price Index and on merit increases. The Township does not have collective bargaining units, and no contractual obligations to increase salaries. Operational budget line items are based on reasonable expectations of annual expenditures to achieve the objectives of the program.

Once staff has developed budget recommendations, they present them to the Youth Services Committee, and then to the Township Board. The Township Board considers the recommendations as part of the overall budget process for the Township, including a period for public comment and a public hearing.

The Youth Interventionist budget represents 32% of the Youth Services budget overall. In addition to the interventionists, the Youth Services Department provides programs that support, youth development and advocacy, information and referral for services beneficial to youth, and violence prevention. The Township, through the Youth Services Committee, also supports youth in the community through contracts with youth serving agencies to provide that provide direct services.

Partners in the Intergovernmental Agreement do not pick up any of the costs for the Youth Services Department outside of those directly related to the Youth Interventionist Program. In addition to its share of the direct costs for the program, the Township covers approximately \$70,000 to \$100,000 of the indirect costs associated with hosting the interventionists, including personnel costs for the Youth Services Director and administrative staff, rent and utilities, and office equipment.

BILLING

Township Youth Services bills the Intergovernmental Agreement participants for actual expenses of the program on a quarterly basis. Invoices are distributed mid-month following the end of each quarter based on actual costs. Oak Park Township calculates the amounts using the expenditure reports from each month and works with individual agencies as necessary to meet their timing needs. Following is the quarterly schedule for billing.

11/1/2010

QUARTER

1st Quarter: July 1st to September 30th
2nd Quarter: October 1st to December 31st
3rd Quarter: January 1st to March 30th
4th Quarter: April 1st to June 30th

BILL SENT

Mid-October
Mid-January
Mid-April
Mid-July

The Township bills its partners in the Intergovernmental Agreement only for actual expenses incurred during the quarter for the Youth Interventionist program; for example, if the program is not fully staffed for a period, we will not bill for the salary of any vacant position. The Township also does not charge any overhead or other marginal costs of the program to the partnership.

STRUCTURE

Two interventionists and a supervisor staff the Youth Interventionist program. The Township Youth Services Director oversees the operations of the program and reports to the Township Manager. Youth Interventionist staff members are full-time direct employees of the Township. The Township Youth Services Committee, which is appointed by the Township Supervisor with the advice and consent of the Township Board, works closely with the Youth Services Department monitoring the activities and results of the Youth Interventionist Program. On a monthly basis, Youth Services distributes a report on Youth Interventionist activities to all of the bodies participating in the Intergovernmental Agreement.

SERVICES

The Youth Interventionists provide individual and family treatment to youth involved in or at risk of becoming involved in gangs, drugs or violent activities, including assessment, counseling, crisis intervention, referrals to and consultation with other community agencies. In addition to these roles, the Youth Interventionist Program provides opportunities to collaborate with a variety of community agencies and resources to decrease risk and connect identified families with appropriate, long-term services. Youth Interventionist Program staff is also available to serve as consultants for particular issues or locations and to provide training for staff. Staff also participates in various committee/council meetings, task forces, and networking opportunities throughout the community.

INTERGOVERNMENTAL AGREEMENT

The agreement itself lays out roles for the Township as well as other participants of the Intergovernmental Agreement from both Oak Park and River Forest, as represented by the Councils of Government (COG) in each community. The agreement also includes job descriptions for the Interventionist Supervisor and the Interventionists as well as the complete budget for the program.

In addition to contributing to the direct costs of the program as noted in the Intergovernmental Agreement, Oak Park Township houses the interventionists and provides administrative and other support to ensure that the program meets its objectives. The agreement commits the other participating government units "to work collaboratively and cooperatively in the common interest of reducing youth gangs, drugs, and violence" as well as to discussing the program at regular COG meetings in each community and meeting together as a group of all participants annually.

APPENDIX A

Youth Interventionist Program Budget

	FY 09 Actual	FY 10 Final Budget	FY 10 Actual	FY 11 Budget
YOUTH INTERVENTIONISTS				
Personnel Services				
Employee Salaries	<u>139,899</u>	<u>146,247</u>	<u>134,354</u>	<u>151,159</u>
TOTAL Personnel Services	139,899	146,247	134,354	151,159
Fringe Benefits				
FICA Expense	10,386	11,188	9,995	11,564
Illinois Municipal Retirement Fund	10,671	11,345	10,346	14,950
Flexible Benefit Plan	113	658	28	66
Health and Life Insurance	<u>35,744</u>	<u>37,992</u>	<u>38,941</u>	<u>55,472</u>
TOTAL Fringe Benefits	56,914	61,183	59,310	82,052
Operating Costs and Services				
Activities, Program Support, Supplies	1,442	2,500	1,486	2,500
Staff Recruitment	-	100	49	100
Office Supplies	246	250	-	250
Dues and Subscriptions	-	100	129	100
Duplication and Printing	177	300	1,507	120
Insurance - Liability	1,594	1,468	150	1,550
Postage, Delivery, Messenger Services	-	150	-	-
Professional Consultation	600	2,000	-	2,000
Travel and Training	3,866	6,000	819	6,000
Workers Compensation	<u>743</u>	<u>789</u>	<u>735</u>	<u>763</u>
TOTAL Operating Costs and Services	8,668	13,657	4,875	13,383
External Contracts/Programs				
Program Development (YCF)	-	<u>10,000</u>	-	*
TOTAL External Contracts/Programs	-	10,000	-	-
TOTAL Youth Interventionists	205,481	231,087	198,539	246,594

*Moved from Youth Interventionists to Youth Development & Advocacy in FY 11.

Interventionist Client Evaluation**Township Youth Services 10/18/10**

The Interventionists complete a quarter evaluation report for each client that is broken down into twelve areas. Each area represents a crucial aspect of a client's life that determines personal safety, mental health, educational standing, etc. See the form below followed by the description of each area and rating scale. From the ratings in the 12 areas, an average is generated that determines the client's risk factor – high, moderate or low. Client progress in lowering their risk factor determines the client's success in the program. The goal is to improve client and client family life. Client data and action records have been collected for the past 10 years to both evaluate the program and improve the techniques used in client and family interactions.

**Youth Services, Oak Park and River Forest Townships
Evaluation Form***To be completed within four weeks of initial contact*

Interventionist Name: _____

Client # _____

Key: 0 – 10 scale 0 = weak to 10 = strong

Areas of Evaluation <i>Date of each evaluation to be filled in ----></i>	Initial Date	*Sept. 30th	*Dec. 31st	March 31st	*June 30th
Family					
School					
Peer Relations					
Self-Assessment					
Community Connections					
Substance Abuse					
Free Time					
Role Model					
Entertainment					
Primary Relationships					
Attitude toward Race Relations					
Police Contacts					
Risk Factor: No Risk (NR) Low Risk (LR) Moderate (M) High Risk (HR)					
Other					

***Evaluations are due one week prior to dates above.**

Chronological record of interventionist actions:

**Oak Park Township Youth Services
Definition Scale**

- 0-3 = High risk
- 4-7 = Moderate risk
- 8-10 = Low risk

FAMILY

Overall stability of the family including financial, physical/mental health, supervision of youth, communication skills, frequency of time spent together, and the ability to deal with conflict taking into account frequency, content, and solution when giving a score.

- 0-3 Conflictual, poor supervision, poor communication, neglect, abuse, drugs, violence, extreme terminal/chronic illness, financial, legal problems, over crowding, gang.
- 4-7 Sometimes conflictual, adequate supervision, sometimes communication problems, some chronic health, financial, legal.
- 8-10 Good relationship, no violence, does things as family, parent(s) are involved, minor health, financial, no legal.

Note: All things being good someone with terminal/chronic illness will at least be in the 4-7 range.

SCHOOL

Overall school performance including attendance, grades and disciplinary problems. Relationship to school staff is a secondary criterion.

- 0-3 Poor attendance (below 85%), frequent tardiness, low grades (D/F), frequent discipline problems and/or 1 or more serious offense such as fighting, stealing, substance related offenses, or gang representation; on behavioral contract, been suspended and/or expelled, can be on IEP, poor relationship or no connection with school personnel; has ideation/ threats to harm.
- 4-7 Some connection with school, attendance is between 85-95%, some tardiness, grades are C's and above, infrequent disciplinary issues for minor offenses such as inappropriate attire, gambling, refusal to identify self, or disruptive behavior; can be on IEP.
- 8-10 Connected with school through sports, clubs, dances, attendance is 95% or better, trusts at least one adult, can be of IEP, no discipline record for at least 6 months.

PEERS

Who/whom does the client spend most of his/her time with.

- 0-3 Identifies with gangs/SA/or violent groups, looks up to peers for one of these characteristics, handles conflict by fighting or malicious manipulation, illegal activity, friends are violent or has no friends.

- 4-7 Identifies with non-violent groups or is on the fringes of violence/using groups or positive group; group is not well known in the community, tattoos and piercings are minimal, handles conflict by using non-violent conflict resolution (the exception to this is self-defense). Variety of friends, stable relationships with some friends and non-stable with others, change of peer group every couple of months.
- 8-10 Same as above but is not on fringes of violent/using group; group is well known for positive activities or behavior. Range of different friends and associates. Has stayed in the same peer group for at least 1 year. Likes people and are likeable.

SELF-ASSESSMENT

The ability to accurately evaluate self, plans for the future, and takes steps toward that future.

- 0-3 Can't identify strengths, lack of self-awareness, no goals, sees no future, no dream.
- 4-7 Can identify a few strengths, some goals, unsure future, has dreams but is not taking steps to achieve the dreams.
- 8-10 Can identify many strengths, goals with planned future and taking steps to reach dreams.

COMMUNITY CONNECTIONS

The number, quality, and kinds of ties to the community.

- 0-3 No ties to community, doesn't attend events, unable to identify non-family support in the community (e.g. friends and neighbors), does not belong to any community organizations.
- 4-7 Has been in the community for at least 1 year, sees the community in a positive light, some ties to the community, attend some events, able to identify non-family support in the community (e.g. friends and neighbors).
- 8-10 Many ties to the community, can identify two or more resources in at least one or more of the categories (community ties, events, non-family ties, membership in organizations) previously mentioned.

DRUGS AND ALCOHOL

Exposure to and taking of illicit substances, the effect substances have had on life, and attitude/beliefs towards use.

- 0-3 Uses substances regularly or experimentation with cocaine, heroine, etc., patterned use, denial, use has had negative effects on life, has had cravings.
- 4-7 Has experimented 1-2x's with alcohol or marijuana but no patterned use, no negative effects on life, smokes cigarettes regularly but does not use anything else.
- 8-10 Does not use (includes cigarettes), never tried it, has no desire to try it and views illicit substances as harmful; non-use confirmed by collateral sources.

FREE TIME

How spends free time.

- 0-3 Unplanned free time, excessive time spend on internet, video games, TV, hobbies, and spends majority of free time involved in harmful, risk-taking activities.
- 4-7 Plans and spends some free time in organized, constructive activities such as sports, arts, hobbies, clubs, etc. Also spends time unplanned in passive non-social activities such as, TV, video games, Internet, etc. Overly structured free time.
- 8-10 Organizes free time, involved in positive planned hobbies, social events, and other healthy activities. Engages in a range of activities solo, w/friends, w/family etc. Balances free time, responsibilities and self.

ROLE MODEL

People they want to be like and the qualities they admire.

- 0-3 No role models or negative role model. Looks up to/admires negative, criminal, dangerous behaviors.
- 4-7 Has at least one role model/hero/family member, etc., which they want to emulate/admire for some positive trait(s).
- 8-10 Can readily identify more than one role model/hero. Names gender/race specific role model they identify with and have a range of responses.

ENTERTAINMENT

Types and forms of media entertainment that they engage in.

- 0-3 Music, videos, web-sites, video games, movies, etc., that portray, simulate or promote violence. Material/content is extremely violent, pornographic/highly sexualized. Likes only 1-2 forms of entertainment (ex: music and video games).
- 4-7 Entertainment is neutral or some mix of violent/non-violent content. Socially acceptable violence (ex. South Park, most PG-R videos/movies, network shows, Playboy), likes 3-4 types of activities in this category.
- 8-10 Well-rounded mix of age appropriate activities/entertainment.

PRIMARY RELATIONSHIPS

Who are they really close to?

- 0-3 Not close to any adult/family member. Is close to peers/adults involved in illegal/harmful activities (i.e. gang, drug activity, violence, etc.)
- 4-7 Trusts at least one adult and/or one positive friend. Can count on someone.
- 8-10 Have at least 2 adults and/or 2 positive friends they can trust and count on. Works through difficult times in relationships as opposed to changing friends.

RACE RELATIONSHIPS

Attitude towards race relations

- 0-3 Racist beliefs, ties to hate groups, violent action/language towards others based on stereotypes, strongly avoids association with certain group(s), openly uses racial slurs. Example: Calls racial names to the face of others.
- 4-7 Has prejudices but does not consciously act on them, may not be aware of own prejudices or denies having prejudices. Example: Might tell or laugh at racial jokes/comments.
- 8-10 Challenges own and others stereotypical beliefs. Example: Confronts racial jokes/comments.

POLICE CONTACTS

Frequency and quality of police interactions and types of legal consequences.

- 0-3 Knows officers because of illegal activity, have been arrested, on supervision, probation; have been ticketed, violent interactions, referred to T.I.M.E. program, station adjustments; and/or detained for any reason.
- 4-7 No arrests. May have been questioned or stopped, no tickets other than traffic violations.
- 8-10 Can't name any police for any reason; or know police in positive way (I-SEARCH, DARE, SRO's, RBO's etc.) Never been stopped or questioned.

OTHER

Just in case something doesn't fit at all into any category but is determined valuable to rate and track. (Which has yet to occur).

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl L. Witham, CFO

DATE: December 7, 2010

RE: Request for Qualifications for Architect of Record

BACKGROUND

The District published a Request for Qualifications for Architectural services. An on-site pre-proposal conference was held and a tour was provided. Nineteen firms requested packets. Eleven firms attended the pre-proposal conference. The District received and reviewed thirteen RFQ packets.

A review committee reviewed and discussed the materials and then scored each component of the selection criteria.

SUMMARY OF FINDINGS

Based on the scoring of the selection criteria, four firms were clustered together with the highest scores. The four highest scoring firms were invited to an interview with the committee. The committee asked a list of predetermined questions of all four firms. Based on the additional information, the four remaining firms were once again ranked according to the selection criteria. Two firms emerged as clear leaders. These two firms have been invited to make a presentation to the Board of Education at the Finance Committee Meeting.

RECOMMENDATIONS

A final recommendation will be made at the Regular Board of Education Meeting.

Oak Park and River Forest High School
District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Robert Zummallen

DATE: December 7th, 2010

RE: Construction Update

BACKGROUND

1. Construction update for pools, and work to be completed over Winter break.
2. The District has been participating in the EnerNoc DemandSMART program which is an energy reduction demand response program for the months of July, August and September.

SUMMARY OF FINDINGS

1. While the pools were being filled in preparation for the wet inspection per direction of IDPH, Illinois Department of Health, we noticed that the pools were not retaining water. We notified Wight & Co and through investigation, Wight chose to remove the sump pits in both pools and replace the concrete around the pumps. A new design and direction was given to the contactors to complete this work.

During the Winter break, Wight & Co will be placing the Fritz tile in Science rooms 126, 127, 172, 173. Some of the case work will also be moved in 173 to comply with the original design. This work was not completed in the summer because of the Union Strike and was scheduled to be completed over Winter break.

2. Attached you will find information that shows the District's savings from voluntary energy brown outs. A check was received in the amount of \$3,206.94 for participating in this program last summer.

RECOMMENDATIONS

INFORMATION ONLY



EnerNOC, Inc
101 Federal Street
Suite 1100
Boston, MA 02110

Tel: 617 224 9900
Fax: 617 224 9910
www.enernoc.com
Info@enernoc.com

November 23, 2010

Cheryl Witham, CFO
OPRFHS
OPRFHS
201 N Scoville
Oak Park, IL 60302

Dear Cheryl,

It is our pleasure to present your EnerNOC DemandSMART payment. The table below summarizes your activity for the statement period of July through September, 2010. Through DemandSMART, you provide a valuable service to your community, helping to reduce peak demand and keeping the electrical grid running when it is most vulnerable to blackouts.

Please let me know if you have questions about your payment, and thank you for making the electrical grid in your region more reliable.

Sincerely,

Jon Hartnett
Senior Business Development Manager
jhartnett@enernoc.com
(617) 532-8185

OPRFHS ID #046709 Check Number: 000063738
EnerNOC DemandSMART - PJM Emergency Load Response

Period	Payment Type	Capacity	Clearing Price \$/MW Day	Days in Month	% of ICAP Payment	Total Payment
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Zone: Commonwealth Edison Company (ComEd)

Site: Oak Park and River Forest High School - 2010

Jul	Capacity	0.500 MW	\$174.29014	31	40%	\$1,080.60
Aug	Capacity	0.500 MW	\$174.29014	31	40%	\$1,080.60
Sep	Capacity	0.500 MW	\$174.29014	30	40%	\$1,045.74

Site Total: \$3,206.94

Payment this Period: \$3,206.94

DN

		DATE	11/23/2010	CHECK NUMBER	000063738
INVOICE	DATE	DESCRIPTION	PAYMENT	DISCOUNT	NET AMOUNT
0467090920101123	9/30/2010	Vchr: VO078909	3,206.94	0.00	3,206.94
		20 Rood - 1999 Misc. O+M Revenue			
		VENDOR CODE	PAY TO NAME	NET TOTAL	
		046709	OPRFHS Cook Co District 200	3,206.94	

EnerNOC Inc.
101 Federal Street Suite 1100
Boston, MA 02110

Silicon Valley Bank
Pittsburgh, PA

60-160/433

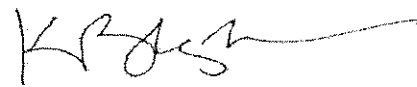
DATE	11/23/2010	CHECK NUMBER	000063738
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PAY Three thousand two hundred six and 94 / 100 Dollars Only *****

AMOUNT	\$3,206.94
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TO THE
ORDER
OF

OPRFHS Cook Co District 200



⑈000063738⑈ ⑆043301601⑆ 190⑈8387⑈

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl L. Witham, CFO

DATE: December 7, 2010

RE: Advisory Leadership Team Composition

BACKGROUND

The Board of Education discussed the ALT during the November Finance Committee Meeting. Several suggestions were made concerning the composition of the committee. The Board decided to review the recommendation after a conversation with the Finance Advisory Committee. The FAC met and discussed the ALT on November 22, 2010.

SUMMARY OF FINDINGS

The attached document reflects the suggestions made by the Board of Education and additional suggestions made by the FAC.

The Committee now includes several additional members: Director of Human Resources, an additional Faculty and SEIU members and an additional community member.

After a lengthy discussion, the FAC reached consensus that it would be best for the committee to be an internal working committee appointed by the Superintendent. The FAC did however agree that transparency and the sharing of information would be important. Therefore, the CFO will make a monthly report to the Board of Education during the Finance Committee Meeting. Meeting notes and agendas will also be shared.

RECOMMENDATIONS

For the Board of Education to accept the recommendation of the Finance Advisory Committee at the December 16th regular meeting.

District Leadership recommendation to the Board of Education concerning the Advisory Leadership Team:

The District Leadership Team recommends the following:

Purpose of the Advisory Leadership Team:

- To define the scope of the District long-term financial challenges and break down the challenges into practical annual financial objectives, i.e., a suggested annual rate of growth in expenditures;
- To revisit the assumptions in the long-term financial model and refine as needed;
- To perform “what if” analysis of the 5-year plan;
- To advise and discuss a communication plan regarding District commitment to excellence and fiscal discipline with the Director of Communications.

Membership of the Advisory Leadership Team:

The team should be appointed by the Superintendent and should be considered an internal committee. The Superintendent, the Chief Financial Officer and the Director of Human Resources of the District should be permanent members of the committee. Other membership should be appointed to a two year term. The first membership team will be divided into two groups with ½ serving two years and the other ½ serving 3 years for the first term. The three year terms will be one Faculty member, one SEIU member, two community members and the Building Leadership Team member.

- The Superintendent appointed members of the ALT should include.
 - Two Faculty Senate members
 - Two SEIU members
 - One non-affiliated member
 - One Building Leadership Team Member
 - One Instructional Council Member
 - Three community members
- A Code of Conduct should be adopted with the following aspects incorporated.
 - Information and conversations shared at the committee meetings will be summarized in meeting notes.
 - Members must act in the best interest of the District.
 - Members should have no conflict of interest or benefit from the actions or recommendations of the committee.
 - Members should be respectful and cooperate with other committee members.
 - Members should not use the committee for political gain or campaigning for any elected position in the community or for employment in the district.
 - Members should not use the committee for the purposes of collective bargaining or other contract negotiations.
 - Members should attend and participate in the majority of meetings.
 - Appointed Committee member's involvement in finances of the District are limited to participation in the committee meetings. Appointed members have no other authority in the financial matters of the District.
 - Members may be selected and removed from the committee by recommendation of the Superintendent and communication to the Board of Education.

Oak Park and River Forest High School
District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl L. Witham

DATE: December 7, 2010

RE: 2010 Levy

BACKGROUND

The Preliminary Levy must be placed on display no less than 20 days in advance of adoption. The Board of Education will adopt the 2010 Levy at its regularly scheduled Board meeting on December 16, 2010. A Truth in Taxation Hearing will be held at the regularly scheduled Board Meeting on December 16, 2010.

The Property Tax Extension Limitation Law (PTELL or "tax cap") limits the growth in property taxes to the lesser of 5% or the previous year Consumer Price Index (CPI) plus new property. The total tax received will not exceed the "tax cap" limitation. The value of new property is unknown to the District at this time and is therefore an estimate. Regardless of how much the District requests, no more than the maximum allowable under the law will be received.

SUMMARY OF FINDINGS

The December 31, 2009 CPI used was 2.7%. This is the CPI increase that is used for the 2010 Levy.

The River Forest TIF will end effective December 31, 2010. We are estimating the EAV at \$70,000,000. We will estimate other new property in River Forest and in Oak Park at \$5,000,000 each. In addition, settlement talks with the Village of Oak Park continue. TIF carve outs for 2007, 2008, 2009 have not yet occurred. Therefore, we have added a \$20,000,000 place holder for possible EAV carve outs from the Downtown TIF.

Description	EAV Estimate
River Forest TIF	\$70,000,000
River Forest New EAV	\$5,000,000
Oak Park New EAV	\$5,000,000
Oak Park TIF	<u>\$20,000,000</u>
	\$100,000,000

Oak Park and River Forest High School
District 200

201 North Scoville Avenue • Oak Park, IL 60302-2296

Fund	Draft 2009 Levy	Preliminary 2010 Levy
Education	\$ 43,700,996	\$ 46,458,391
Liability Insurance	1,168,764	1,168,764
Special Education	678,707	678,707
O&M	6,081,097	6,581,097
Transportation	891,087	891,087
IMRF	1,197,220	1,397,220
Social Security	1,097,220	1,197,220
Working Cash	1,170,586	1,305,145
Life Safety	2,341,173	2,610,290
Total	\$ 58,326,850	\$ 62,287,921
Bond & Interest	\$ 3,014,084	\$ 2,904,281
TOTAL LEVY	\$ 61,340,934	\$ 65,192,202

The Truth in Taxation Act (35ILCS 200/18-60) requires a public hearing if the estimate of the aggregate tax Levy exceeds 105 percent of the amount extended the previous year. On December 16th, the District will give the community an opportunity for public comment concerning the Levy.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

To approve the 2010 Levy at the December 16th Board of Education Meeting.

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division

217/785-8779

Original: ☒
Amended: ☐

CERTIFICATE OF TAX LEVY

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

District Name Oak Park and River Forest High School	District Number 0--2-00	County Cook
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Amount of Levy

Educational	\$ 46,458,391	Fire Prevention & Safety *	\$ 2,610,290
Operations & Maintenance	\$ 6,581,097	Tort Immunity	\$ 1,168,764
Transportation	\$ 891,087	Special Education	\$ 678,707
Working Cash	\$ 1,305,145	Leasing	\$
Municipal Retirement	\$ 1,397,220	Other	\$
Social Security	\$ 1,197,220	Other	\$
		Total Levy	\$ 62,287,921

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

See explanation on reverse side.

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

We hereby certify that we require:

the sum of 46,458,391 dollars to be levied as a special tax for educational purposes; and
the sum of 6,581,097 dollars to be levied as a special tax for operations and maintenance purposes; and
the sum of 891,087 dollars to be levied as a special tax for transportation purposes; and
the sum of 1,305,145 dollars to be levied as a special tax for a working cash fund; and
the sum of 1,397,220 dollars to be levied as a special tax for municipal retirement purposes; and
the sum of 1,197,220 dollars to be levied as a special tax for social security purposes; and
the sum of 2,610,290 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and
the sum of 1,168,764 dollars to be levied as a special tax for tort immunity purposes; and
the sum of 678,707 dollars to be levied as a special tax for special education purposes; and
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and
the sum of _____ dollars to be levied as a special tax for _____; and
the sum of 0 dollars to be levied as a special tax for _____
on the taxable property of our school district for the year _____.

Signed this 16th day of Dec. 20 10.

(President)

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

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

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

(Detach and Return to School District)

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

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

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

(Signature of County Clerk)

(Date)

(County)

RESOLUTION REGARDING ESTIMATED AMOUNTS TO BE
EXTENDED UNDER THE PROPERTY TAX EXTENSION LIMITATION ACT

Be it resolved by the Board of Education of Common School District No. 30, County of Cook, State of Illinois
the following:

1. The Cook County Clerk is hereby directed to extend from the 2010 Levy no less than the amounts
indicated as follows:

Educational Purposes	\$46,458,391
Liability Insurance	\$ 1,168,764
Operations & Maintenance Purposes	\$ 6,581,097
Transportation Purposes	\$ 891,087
Illinois Municipal Retirement Fund	\$ 1,397,220
Social Security Purposes	\$ 1,197,220
Life Safety	\$ 2,610,290
Special Education	\$ 678,707
Working Cash	\$ 1,305,145

Should any further reductions be necessary under the Property Tax Extension Limitation, such reductions
should be taken from the Education Fund.

Board of Education
Oak Park and River Forest H. S. District No. 200
County of Cook
State of Illinois

By: _____
President of the Board of Education

ATTEST:

Secretary of the Board of Education

RESOLUTION AUTHORIZING REDUCTION OF
CERTAIN FUND LEVIES FOR THE 2010 LEVY YEAR

WHEREAS, On December 16, 2010, the Board of Education ("Board of Education") of Oak Park and River Forest High School District No. 200, Cook County, Illinois ("School District") did adopt the 2010 tax levy; and

WHEREAS, the Property Tax Extension Limitation Law ("PTELL") limits the increases on tax extensions to 5% or the percentage increase in the C.P.I. during the 13 month calendar year preceding the levy year, whichever is less; and

WHEREAS, the County Clerk has notified each Cook County taxing district now subject to the PTELL that it may direct to the County Clerk's Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2010 levy year in accordance with the requirement of Section 18-195 of the PTELL (35 ILFCS 200/18-a95).

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of School District No. 200, Cook County, Illinois as follows:

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

Section 2. That if the County Clerk is required to reduce the aggregate extension of the School District to meet the requirements of the PTELL, the Board of Education hereby authorizes and directs the County Clerk that if any reductions are required to be made to the School District's tax levy for the 2009 levy year, that:

100% of such reduction shall be made from the Education Fund

Section 3. That the President and Secretary of the Board of Education be and are hereby authorized and directed to sign the Resolution on behalf of the Board of Education.

Section 4. That the Superintendent of Schools of the School District be and is hereby directed to file a certified copy of the Resolution with the County Clerk as soon as practicable following their adoptions and execution, on or before the last Tuesday in December.

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

AYES:

NAYS:

ABSENT:

ADOPTED this 16th day of December, 2010

OAK PARK AND RIVER FOREST HIGH SCHOOL, DISTRICT 200
COUNTY OF COOK, STATE OF ILLINOIS

BY: _____
President of the Board of Education

ATTEST:

Secretary, Board of Education

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

I, Dr. Dietra D. Millard, the duly qualified and presiding officer of the Board of Education of Oak Park and River Forest Community High School District No. 200, Cook County, Illinois, do hereby certify that the levy resolution of Oak Park and River Forest Community High School District No. 200, a copy of which is attached hereto, was adopted in full compliance with the provisions of the "Truth in Taxation Law," 35 ILCS 200/18-55 et seq.

IN WITNESS THEREOF, I have placed my official signature this 16th day of December, 2010.

Board President
Board of Education
Oak Park and River Forest Community High
School District No. 200
Cook County, Illinois

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl Witham

DATE: December 7, 2010

RE: Financial Reports

BACKGROUND

It is a requirement that the Board of Education accepts and approves the monthly Financial Reports.

SUMMARY OF FINDINGS

Due to the Finance Committee meeting being so early in the month, the Financial Reports will be presented at the December 16th Board of Education meeting.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

INFORMATION

***Oak Park and River Forest High School
District 200***

201 North Scoville Avenue • Oak Park, IL 60302-2296

TO: Board of Education

FROM: Cheryl Witham

DATE: December 7, 2010

RE: Treasurer's Reports

BACKGROUND

It is a requirement that the Board of Education accepts and approves the monthly Treasurer's Reports.

SUMMARY OF FINDINGS

Due to the Finance Committee meeting being so early in the month, the treasurer's report will be presented at the regular December 16th Board of Education meeting.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

INFORMATION