

BOARD OF EDUCATION MEETING
201 North Scoville Avenue, Room 213, Oak Park, Illinois 60302
Thursday, April 29, 2010 – 7:00 p.m.
Meeting Agenda

7:00 p.m.	I.	Call to Order, Pledge of Allegiance, and Roll Call	Dr. Ralph H. Lee
7:05 p.m.	II.	Changes to the Agenda	Dr. Ralph H. Lee
7:10 p.m.	III.	Introductions	Dr. Ralph H. Lee
	A.	Student Recognition	
	B.	Introduction of Visitors	
7:30 p.m.	IV.	Board of Education Members	Dr. Ralph H. Lee
	A.	Status of F.O.I.A. Requests	
	B.	Board of Education Comments	
7:40 p.m.	V.	Public Comment	Dr. Ralph H. Lee
7:45 p.m.	VI.	School Reports and Student Life	Dr. Ralph H. Lee
	A.	Student Council Report	Liz Turcza
	B.	Principal's Report	Nathaniel L. Rouse
	C.	Student Discipline	Nathaniel L. Rouse Action
8:00 p.m.	VII.	District, Community and State Reports	Dr. Ralph H. Lee
	A.	Internal District Committees/Liaison Representative Reports	
		Citizens' Council	Co-Chairs, Terry Finnegan
		PTO	Amy McCormack
		Huskies Boosters' Club	Jacques A. Conway
		Alumni Association	Terry Finnegan
		Tradition of Excellence	Sharon Patchak-Layman
		Concert Tour Association	Sharon Patchak-Layman
		APPLE	Amy McCormack
		Faculty Senate Executive Committee	James Paul Hunter
	B.	External Liaison Reports	Board Members
	C.	Superintendent's Report	Dr. Attila J. Weninger
8:20 p.m.	VIII.	Consent Items	Dr. Ralph H. Lee
	A.	Approval of the Check Disbursements and Financial Resolutions dated April 29, 2010	Action
	B.	Approval of the Monthly Financial Reports	Action
	C.	Approval of the Treasurer's Report	Action
	D.	Approval of Township Interventionist Contract	Action
	E.	Approval of Resolution Appointing Special Education Director as OPRFHS's representative to the DWC Governing Board	Action
	F.	Approval of the Triton Evening Education Program Contract	Action
	G.	Approval of the Collaboration of Early Childhood Care and Education Contract	Action
	H.	Approval of Textbooks	Action
	I.	Approval of 2009 GALA 4 th of July Fireworks Show at Oak Park and River Forest High School	Action

8:25 p.m.	IX.	Policy	Dr. Dietra D. Millard/Dr. Attila J. Weninger
	A.	Approval of Policy 1125, School Auxiliary Organizations, for First Reading	Action
	B.	Approval of Policy 5112, Waiver of School Fees and Charges, for First Reading	Action
	C.	Approval of Policy 5114, Student Discipline, for First Reading	Action
	D.	Approval of Policy 5117, Residency and Tuition , for First Reading	Action
	E.	Approval of Policy 5143, Administering Medications, for First Reading	Action
	F.	Amendment of Policy 1105, Corporate Sponsorship	Action
	G.	Amendment of Policy 1200, Board Meetings	Action
	H.	Amendment of Policy 1330, Tobacco Prohibition	Action
	I.	Amendment of Policy 1410, Rental of Facilities	Action
	J.	Amendment of Policy 1420, Citizens' Council	Action
	K.	Amendment of Policy 2120, Superintendent	Action
8:50 p.m.	X.	Finance	John C. Allen/Cheryl L. Witham
	A.	Public Hearing on Amended Budget	Action
	B.	Approval of Amended Budget	Action
	C.	Acceptance of Gifts and Donations	Action
	D.	Approval of River Forest Community Center Contract	Action
9:00 p.m.	XI.	Human Resources	John C. Allen/Jason Edgecombe
	A.	Approval of Personnel Recommendations	Action
	B.	Appointment of Assistant Superintendent, Principal, Assistant Principals and Division Heads	Action
	C.	Approval of Administrative Compensation	Action
	D.	Approval of Substitute Teacher/Clerical Pay Rates for 2010-11	Action
	E.	Approval of Retirement Request	Action
9:20 p.m.	XII.	Instruction	Dr. Ralph H. Lee/Philip M. Prale
9:25 p.m.	XIII.	Negotiations	John C. Allen, IV
9:30 p.m.	XIV.	Other	Dr. Ralph H. Lee
	A.	Approval of Open Minutes and Closed Session Minutes of March 20, 22, 23, 24, and 25, and April 11, 15, and 20, 2010 and a Declaration that the audiotapes dated August 2008 be destroyed.	Action
	B.	Suspension of the Election of Board of Education members to the offices of President, Vice President, and Secretary until the May 27, 2010 Board of Education Meeting	Action
	C.	Discussion of Non-agenda Items	Information
9:35 p.m.	XV.	Closed Session	Dr. Ralph H. Lee
		_____ move to enter closed session for the purpose of discussing _____ litigation, _____ student discipline, _____ collective bargaining and/or negotiations, and _____ the appointment, employment and/or dismissal of personnel.	
TBD	XVI.	Adjournment	Dr. Ralph H. Lee
		_____ moved to adjourn at _____; seconded by _____.	
		Roll call vote.	

Next Regular Board of Education Meeting on Thursday, May 27, 2010—7:00 p.m.
Board Room, Room 213

***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: April 29, 2010

RE: Approval of Check Disbursements and Financial Resolutions

BACKGROUND

It is a requirement that the Board of Education accepts and approves the check disbursements.

SUMMARY OF FINDINGS

Attached are the check disbursement lists for April 29, 2010.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To approve the April 29, 2010 check disbursement listing as presented.

ROLL CALL VOTE

AGENDA ITEM VIII. A.

RESOLUTION RATIFYING AND CONFIRMING
EXECUTION OF CERTAIN VOUCHERS
AND PAYMENT OF CERTAIN BILLS AND EXPENSES

Be it resolved by the Board of Education of the Oak Park and River Forest High School, District Number 200,
Cook County, Illinois, as follows:

SECTION 1: That this Board of Education does hereby ratify and confirm the execution of the
vouchers from the Imprest Account for April 29, 2010 by the President and Secretary
of this Board of Education, copies of which are attached hereto.

SECTION 2: That this Board of Education does hereby ratify and confirm that the payment of the
bills and expenses were covered by the vouchers attached hereto.

SECTION 3: This resolution shall be in full force and effect upon its adoption.

ADOPTED this 29th day of April, 2010

President Protempore of the Board of Education

Secretary of the Board of Education

RESOLUTION RATIFYING AND CONFIRMING
EXECUTION OF CERTAIN VOUCHERS
AND PAYMENT OF CERTAIN BILLS AND EXPENSES

Be it resolved by the Board of Education of the Oak Park and River Forest High School, District Number 200,
Cook County, Illinois, as follows:

SECTION 1: That this Board of Education does hereby ratify and confirm the execution of the
vouchers for this date of April 29, 2010 by the President and Secretary of this Board
of Education, copies of which are attached hereto.

SECTION 2: That this Board of Education does hereby ratify and confirm that the payment of the
bills and expenses were covered by the vouchers attached hereto.

SECTION 3: This resolution shall be in full force and effect upon its adoption.

ADOPTED this 29th day of April 2010

President Protempore of the Board of Education

Secretary of the Board of Education

RESOLUTION RATIFYING AND CONFIRMING
EXECUTION OF CERTAIN VOUCHERS
AND PAYMENT OF CERTAIN BILLS AND EXPENSES

Be it resolved by the Board of Education of the Oak Park and River Forest High School, District Number 200, Cook County, Illinois, as follows:

SECTION 1: That this Board of Education does hereby ratify and confirm the execution of the vouchers from the Student Activity Accounts for April 29, 2010 by the President and Secretary of this Board of Education, copies of which are attached hereto.

SECTION 2: That this Board of Education does hereby ratify and confirm that the payment of the bills and expenses were covered by the vouchers attached hereto.

SECTION 3: This resolution shall be in full force and effect upon its adoption.

ADOPTED this April 29, 2010

President Protempore of the Board of Education

Secretary of the Board of Education

RESOLUTION AUTHORIZING EXECUTION OF CERTAIN VOUCHERS
FOR THE MONTH OF APRIL, 2010

Be it resolved by the Board of Education of the Oak Park and River Forest High School, District Number 200, Cook County, Illinois as follows:

Section 1: That this Board of Education has approved and does hereby approve the voucher used by its School Treasurer, all pursuant to the powers granted under the Illinois School Code.

Section 2: That the President and Secretary of this Board of Education be and are hereby authorized to execute and sign on behalf of this Board of Education vouchers with all required information for the following expenditures during the Month of May, 2010:

- a) Payroll for the employees of this District not to exceed \$3,000,000 for said month.
- b) Contractual fringe benefits for the employees of this District not to exceed \$350,000 for said month.

Provided however, that all such vouchers to be signed by the President and Secretary of the Board of Education shall be approved as accurate and due and owing by the Chief Financial Officer (or other designated officer) prior to the signing of such vouchers.

Further provided, however, that all such vouchers shall contain information as required by law in order that the School Treasurer can make the appropriate disbursements and entries into the records.

Section 3: This resolution shall be in full force and effect upon its adoption.

ADOPTED this 29th day of April, 2010

President Protempore of the Board of Education

Secretary of the Board of Education

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
146530	04/29/2010	ACCURATE BIOMETRICS	12 FINGERPRINTINGS - MARCH	672.00
531	04/29/2010	ACE COFFEE BAR	CCAR Triton Meeting - Breakfast and lunch for attending faculty	358.45
146532	04/29/2010	AIRGAS NORTH CENTRAL	INVOICE DATE 3/31/10	96.98
146533	04/29/2010	ANCEL, GLINK, DIAMOND, BUSH, DICIANNI, &	STATEMENT DATE APRIL 13, 2010 - ACCT#2035506	8,084.84
146534	04/29/2010	APPLAUSE LEARNING RESOURCES	World Language Spring Book Order	133.76
146535	04/29/2010	AT&T GLOBAL SERVICES	INVOICE DATE 4/8/10 FOR 3/29/10 RE: DIAL OUT NUMBER CHANGE	210.00
146536	04/29/2010	BIO-RAD LABORATORIES	SCIENCE SUPPLIES	147.41
146537	04/29/2010	BMI SUPPLY	Various tapes and lamps	862.26
146538	04/29/2010	BOSS ONLINE, INC.	Ink reserves for Help Desk substitute	462.00
146538	04/29/2010	BOSS ONLINE, INC.	Ink for various printers	326.80
146538	04/29/2010	BOSS ONLINE, INC.	ENVELOPES	784.10
146539	04/29/2010	CAMPBELL, SANDRA	REIMB FOR OX-BOW REGISTRATION	500.00
146540	04/29/2010	CARLSON, ANN	REIMB FOR WORKSHOP REGISTRATION - RESEARCH BASED READERS' ADVISORY APRIL 20	45.00
146541	04/29/2010	CATHOLIC CHARITIES	Conference M. SJOSTROM	70.00
146542	04/29/2010	CENTER FOR PSYCHOLOGICAL SERVICES	3/23, 3/25 & 3/26 PSYCH TESTING	1,140.00
146543	04/29/2010	CITY OF CHICAGO DEPT. OF REVENUE	TICKET #7002544960 NOTICE DATE 4/18/10	100.00
544	04/29/2010	COMPU-TYPE, INC.	LIBRARY BARCODES (VOGEL REQUEST)	226.84
146545	04/29/2010	DORES, JAMES	Deagan Vibraharp repair	275.00
146546	04/29/2010	DUPAGE ROE PROFESSIONAL DEVELOPMENT	SESSION 5 OF 7 IMPROVING STUDENT ACHIEVEMENT IN PHYSICS FEB 10 P. HASIAKOS	75.00
146547	04/29/2010	E2 SERVICES	BILLABLE TIME - NETWORK SERVICES	70.30
146548	04/29/2010	EDUCATION INC	3/18 & 3/19 HOSPITAL TUTORING	60.00
146549	04/29/2010	FEDERAL EXPRESS CORP	INVOICE DATE APR 14 - BUS OFFC	10.75
146550	04/29/2010	FENTON HS	PAYMENT FOR BOYS GOLF TOURNAMENT FEES FROM SEPT 26, 2009	550.00
146551	04/29/2010	GOLDSTAR LEARNING, INC.	Testing Forms	389.41
146552	04/29/2010	GRADY, MAUREEN	REIMBURSEMENT FOR DAMAGE TO CAR	431.41
146553	04/29/2010	GRAINGER		0.00
146554	04/29/2010	GRAINGER	Open PO for Htg and Ventilating - Grainger beginning November 2009	81.68
146554	04/29/2010	GRAINGER	OPEN PO FOR GRAINGER FROM JAN 29TH 2010 -	241.28
146554	04/29/2010	GRAINGER	OPEN PO FOR GRAINGER FROM JAN 29TH 2010 -	108.90
5554	04/29/2010	GRAINGER	OPEN PO FOR GRAINGER FROM JAN 29TH 2010 -	22.38
146554	04/29/2010	GRAINGER	OPEN PO FOR ELECTRICAL WITH GRAINGER BEGGINING SEPT 24TH	7.33

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
			2009	
554	04/29/2010	GRAINGER	OPEN PO FOR ELECTRICAL WITH GRAINGER BEGGINING SEPT 24TH	33.50
			2009	
146555	04/29/2010	GRAPHTECH	PROMETHEAN ACTIVCLASSROOM	11,897.00
146555	04/29/2010	GRAPHTECH	Activboard System (LAVIGNE REQUEST)	25,015.50
146556	04/29/2010	HARLEM DIVISION INC.	GAS FOR DRIVER'S ED, SPED & ATHLETICS (VILLAGE PUMPS NOT WORKING)	253.31
146557	04/29/2010	HOME DEPOT CREDIT SERVICES	B&G AND AUDITORIUM CHARGES	263.07
146558	04/29/2010	IHSCDEA	4 ATTENDEES FOR CONFERENCE MAY 6 - 7 - DRIVERS ED	280.00
146559	04/29/2010	J W PEPPER & SON, INC.	Sheet music	133.99
146560	04/29/2010	KENNEDY, FRANK	REIMB FOR APRIL MILEAGE & CELL USAGE PER CONTRACT	100.00
146561	04/29/2010	KIDDER MUSIC SERVICE	Sheet music	106.10
146562	04/29/2010	KONICA-MINOLTA BUSINESS SOLUTIONS U	INVOICE DATE 3/9/10 3/3 - 4/7 USING CREDIT OF \$68.32 FROM PRIOR INVOICES	130.64
146562	04/29/2010	KONICA-MINOLTA BUSINESS SOLUTIONS U	INVOICE DATE 3/9/10 2/1 - 3/3	294.66
146563	04/29/2010	LENOVO, USA	LAPTOPS/THINKPADS (LAVIGNE REQUEST/PROMETHIAN BOARDS)	4,295.00
146563	04/29/2010	LENOVO, USA	LAPTOPS/THINKPADS (LAVIGNE REQUEST/PROMETHIAN BOARDS)	859.00
146564	04/29/2010	LONZO ENTERPRISES, LLC	FROSH KICK-OFF TRAINGIN & PROGRAMING AUG 19 12 - 5PM	1,275.00
5565	04/29/2010	LYNCH, MICHELE	REIMBURSEMENT	21,000.00
146566	04/29/2010	AMAZON.COM, INC.		0.00
146567	04/29/2010	AMAZON.COM, INC.		0.00
146568	04/29/2010	AMAZON.COM, INC.		0.00
146569	04/29/2010	AMAZON.COM, INC.		0.00
146570	04/29/2010	AMAZON.COM, INC.		0.00
146571	04/29/2010	AMAZON.COM, INC.		0.00
146572	04/29/2010	AMAZON.COM, INC.		0.00
146573	04/29/2010	AMAZON.COM, INC.		0.00
146574	04/29/2010	AMAZON.COM, INC.		0.00
146575	04/29/2010	AMAZON.COM, INC.		0.00
146576	04/29/2010	AMAZON.COM, INC.		0.00
146577	04/29/2010	AMAZON.COM, INC.		0.00
146578	04/29/2010	AMAZON.COM, INC.		0.00
146579	04/29/2010	AMAZON.COM, INC.		0.00
146580	04/29/2010	AMAZON.COM, INC.		0.00
146581	04/29/2010	AMAZON.COM, INC.		0.00
146582	04/29/2010	AMAZON.COM, INC.		0.00
146583	04/29/2010	AMAZON.COM, INC.		0.00
146584	04/29/2010	AMAZON.COM, INC.		0.00
146585	04/29/2010	AMAZON.COM, INC.		0.00
146586	04/29/2010	AMAZON.COM, INC.		0.00
146587	04/29/2010	AMAZON.COM, INC.		0.00
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	26.40
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	31.50CR
5588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	7.99
146588	04/29/2010	AMAZON.COM, INC.	Cables To Go - 29341 - Super Booster USB Extender (LAVIGNE REQUEST/ PROMETHIAN BOARDS)	425.88

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	41.48
588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	12.62
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	11.18
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	7.99
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	8.99
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	30.00
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	15.30
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	29.60
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	11.74
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	12.75
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	10.17
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	28.50
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	10.04
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	9.99
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	10.88
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	30.00
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	10.19
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	10.87
146588	04/29/2010	AMAZON.COM, INC.	GBC 1122897 ID Badge Clips w/mylar strap	28.72
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	9.89
146588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	11.70
146588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	13.82
146588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	16.90
146588	04/29/2010	AMAZON.COM, INC.	DYMO LABELS (LAVIGNE REQUEST)	41.64
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	6.99
588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	11.55
588	04/29/2010	AMAZON.COM, INC.	OPEN P.O. DEBRUIN BOOK ORDERS	37.96
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	97.46
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	15.61
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	26.40
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	14.93
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	28.99
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	41.98
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	9.92
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	16.47
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	30.00
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	17.87
146588	04/29/2010	AMAZON.COM, INC.	Guidance Reference book for J. Hanson	18.68
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	6.99
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	35.00
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	12.69
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	14.38
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	10.80
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	11.20
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	8.00
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	10.08
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	25.20
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	27.43
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	27.16
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	38.15
588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	11.65
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	13.00
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	28.00
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	29.95

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	31.95
588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	26.37
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	26.72
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	13.60
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	10.85
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	11.48
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	11.25
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	13.60
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	16.93
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	9.99
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	19.77
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	30.00
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	25.56
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	25.56
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	28.00
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	15.59
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	31.95
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	35.00
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	19.80
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	28.44
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	17.16
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	6.49
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	22.68
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	24.98
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	24.75
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	23.10
5588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	45.00
6588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	13.94
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	11.21
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	15.21
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	21.05
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	33.24
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	47.25
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	11.48
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	13.59
146588	04/29/2010	AMAZON.COM, INC.	DEBRUIN OPEN PO AMAZON ORDERS	33.01
146588	04/29/2010	AMAZON.COM, INC.	Dymo Star 30856 White Name Badge Non-Adh	39.76
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	7.99
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	8.99
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	10.42
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	16.06
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	15.61
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	17.05
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	18.19
146588	04/29/2010	AMAZON.COM, INC.	One book	11.18
146588	04/29/2010	AMAZON.COM, INC.	Rugg's Recommends for Catherine Marshall	18.68
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	63.00
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	30.00
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	10.88
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	20.86
5588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	25.00
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	6.19CR
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	4.86
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	6.99

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	6.99
588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	14.38
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	13.57
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	14.38
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	14.98
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	21.22
146588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	10.88
146588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	12.48
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	20.62
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	21.50
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	23.10
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	7.99
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	26.38
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	7.31
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	9.44
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	8.96
146588	04/29/2010	AMAZON.COM, INC.	CARLSON BOOK ORDER	23.40
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	38.50
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	18.49
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	25.09
146588	04/29/2010	AMAZON.COM, INC.	GLENN BOOK ORDERS AMAZON	19.00
146588	04/29/2010	AMAZON.COM, INC.	Western Digital Desktop	499.74
			External Hard Drive and	
			batteries (HOSTRAWSER	
			REQUEST)	
146588	04/29/2010	AMAZON.COM, INC.	VOGEL AMAZON ORDER	19.72
6588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	13.57
6588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	15.26
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	14.95
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	18.99
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	21.49
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	21.49
146588	04/29/2010	AMAZON.COM, INC.	OPEN PO CARLSON	22.76
146588	04/29/2010	AMAZON.COM, INC.	GLENN OPEN PO AMAZON ORDERS	23.69
146589	04/29/2010	MECK PRINTING	SUMMER SCHOOL BROCHURES	6,601.17
146590	04/29/2010	MILOJEVIC, CINDY	REIMB FOR PARKING, MATERIALS	79.02
			& POST PAROM PLANNING MEAL	
146591	04/29/2010	MUSIC & ARTS CENTER	Marimba repair	4.95
146591	04/29/2010	MUSIC & ARTS CENTER	Marimba repair	534.00
146592	04/29/2010	MUSIC FILING AND STORAGE SYSTEMS	Mobile filing cart	1,118.00
146593	04/29/2010	NATIONAL ASS'N OF COLLEGE STORES	ID# 21672 J.	425.00
			CHARETTE-BASSIRRAD RENEWAL	
			MEMBER TYPE HS	
146594	04/29/2010	NEFF COMPANY	STATE AWARD PATCHES	257.09
146595	04/29/2010	NICOR GAS	GROUP 5315 ACCT#503548 FROM	3,389.69
			3/1 - 4/1	
146595	04/29/2010	NICOR GAS	GROUP 5515 ACCT#115548 FROM	372.90
			3/1 - 4/1	
146596	04/29/2010	NORTHSHORE ACADEMICS, INC	MARCH INVOICE - 10 STUDENTS	6,077.24
146597	04/29/2010	OAK PARK TWSHP YOUTH SERVICES	3RD QTR FY10 FOR YOUTH	5,499.80
			INTERVENTIONIST	
146598	04/29/2010	OCE' IMAGISTICS, INC.	CUST# 254744	12,185.77
5599	04/29/2010	OMBUDSMAN EDUCATIONAL SERVICES	ADDITIONAL MARCH TUITION	400.00
146600	04/29/2010	PACE, LESLIE	PROMOTION FLYERS & EVENT	650.00
			CHARACTERS FOR PROM	
146601	04/29/2010	PACE SUBURBAN BUS SERVICE	APRIL PASSES SOLD IN	1,410.00

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
			BOOKSTORE	
602	04/29/2010	PIKE SYSTEMS	CUSTODIAL SUPPLIES	193.18
6603	04/29/2010	POS SUPPORT - TEXTBOOKBIN	4TH QUARTER 4/1 - 6/30/10	1,850.00
			SUPPORT	
146604	04/29/2010	QUILL CORP.	Misc Supplies	126.15
146604	04/29/2010	QUILL CORP.	AV SUPPLIES	56.55
146604	04/29/2010	QUILL CORP.	Easel paper for cabinet in	68.39
			Mike's office	
146604	04/29/2010	QUILL CORP.	OFFICE SUPPLIES	370.22
146605	04/29/2010	R & D BUS COMPANY, INC.	3/12/10 GIRLS V TRACK YORK -	560.00
			2 BUSES	
146606	04/29/2010	RIVEREDGE HOSPITAL	E.C. TUTORING 1/31 - 2/5	120.00
146606	04/29/2010	RIVEREDGE HOSPITAL	C. M. TUTORING 2/6 - 2/22	300.00
146607	04/29/2010	ROBOMATTER, INC.	ROBOTICS CLUB	91.59
146607	04/29/2010	ROBOMATTER, INC.	ROBOTICS SUPPLIES	47.93
146608	04/29/2010	ROCKFORD BOARD OF EDUCATION	FEB ROSECRANCE CENTER - J. F.	930.00
			31 DAYS TUTORING	
146609	04/29/2010	SCHOOL HEALTH	Health Service Supplies	27.90
146609	04/29/2010	SCHOOL HEALTH	Health Service Supplies	27.90CR
146609	04/29/2010	SCHOOL HEALTH	Health Service Supplies	1,221.74
146609	04/29/2010	SCHOOL HEALTH	Health Service Supplies	9.83
146609	04/29/2010	SCHOOL HEALTH	Health Service Supplies	23.86
146610	04/29/2010	SEARS COMMERCIAL ONE	ACCT#5405 5340 0897 4808 B&G	158.98
			REPAIRS & MAINTENANCE	
146611	04/29/2010	SECRETARY OF STATE	BUS PERMIT RECERTIFICATION	4.00
			M.N.	
6612	04/29/2010	SNAP-ON INDUSTRIAL	Probe and Tire Gauge &	150.00
			Inflator	
146613	04/29/2010	SOCIETY FOR HISTORY EDUCATION	History Subscription Renewal	63.00
146614	04/29/2010	TASTY DOG	25 GIFT CERTIFICATES \$5.00	125.00
			EACH FOR SPED STUDENT REWARDS	
146615	04/29/2010	TENNIS AND FITNESS CENTRE	OPEN COURT TIME 3/2 - 3/20/10	1,288.00
146616	04/29/2010	THOMAS WORTHINGTON HIGH SCHOOL	GIRLS LACROSSE 4/17/10 ADD'L	85.00
			VARSITY MATCH OHIO ATHLETIC	
			ASSN	
146617	04/29/2010	TIMME, PAMELA	REFUND OF STUDENT ID#115127	7.30
			SNAP ACCT	
146618	04/29/2010	TRANE	Chiller eddy current testing	2,386.00
146619	04/29/2010	TRINITY HIGH SCHOOL	REIMB FOR SCANNER PURCHASE -	161.00
			LIBRARY	
146619	04/29/2010	TRINITY HIGH SCHOOL	REIMB FOR EXPENSES PERTAINING	2,643.00
			TO TEACHER TRAINING	
146620	04/29/2010	TROPHIES BY GEORGE	ANNUAL ATHLETIC DEPT. TROPHY	51.90
			ORDER	
146621	04/29/2010	TUTORIAL SERVICES	A.C. MARCH	267.51
146622	04/29/2010	TUTTLE PUBLISHING	WLD Japanese Books	139.94
146623	04/29/2010	UNITED PARCEL SERVICE	INVOICE DATE APRIL 3, 2010	40.79
			VARIOUS DEPTS	
146623	04/29/2010	UNITED PARCEL SERVICE	INVOICE DATE MARCH 20	70.74
146623	04/29/2010	UNITED PARCEL SERVICE	INVOICE DATE MARCH 27 - B&G,	59.11
			DRAMA & TESTING	
146624	04/29/2010	UNITED VISUAL, INC.	PORTABLE PROJECTOR SCREEN	537.71
			(VOGEL REQUEST)	
146625	04/29/2010	VINCENT, LISA	SPED O/T	2,448.00
146626	04/29/2010	WCER	ATTENDEES FOR MSAN MINI	525.00
			CONFERENCE MAR 4-5	

CHECK CHECK			INVOICE	
NUMBER	DATE	VENDOR	DESCRIPTION	AMOUNT
146627	04/29/2010	WENINGER, ATTILA	CAR ALLOWANCE FOR MAY 2010	600.00
628	04/29/2010	WEST 40 RSSP	REGIONAL SAFE SCHOOL PROGRAM	77,850.00
146628	04/29/2010	WEST 40 RSSP	SCIENCE SUPPLIES	105.00
146629	04/29/2010	WEST PUBLISHING CO	Monthly charge for CLEAR	84.70
146630	04/29/2010	WEST	SUBSCRIPTION ACCT#1003467307	223.50
146631	04/29/2010	WIGHT & COMPANY	APPLICATION FOR PAYMENT #4	100,823.16
			WCS PROJECT # 07-4825-35 OPRF	
			SUMMER 2010 LIFE SAFETY &	
			RENOVATION WORK	
146632	04/29/2010	WOYTEK, PATRICIA	MARCH SOCIAL WORK SERVICES	3,800.00

Totals for checks 325,837.48

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	0.00	0.00	191,314.28	191,314.28
14	CAFETERIA FUND	0.00	7.30	31.12	38.42
15	BOOKSTORE FUND	0.00	1,410.00	2,297.64	3,707.64
20	OPERATIONS & MAINTENANCE	0.00	0.00	7,262.19	7,262.19
22	RESTRICTED BUILDING FUND	0.00	0.00	100,823.16	100,823.16
40	TRANSPORTATION FUND	0.00	0.00	874.99	874.99
80	TORT IMMUNITY FUND	0.00	0.00	21,431.41	21,431.41
84	ACTIVITY FUND	385.39	0.00	0.00	385.39
***	Fund Summary Totals ***	385.39	1,417.30	324,034.79	325,837.48

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

ACTIVITY	CHECK	INVOICE
CHECK # VENDOR	DATE	AMOUNT DESCRIPTION
6001 A & A STUDIOS, INC.	04/16/2010	775.00 FROM MAY 15, 2010 DIGITAL PHOTOBOOTH DEPOSIT
6002 AGON SWIM	04/16/2010	976.00 BOYS WATER POLO SUITS
6003 BAESEMAN, JENNY	04/16/2010	300.00 HONORARIUM FOR SCIENCE LECTURE "CRISIS IN THE CRYOSHPERE" APRIL 23
6003 BAESEMAN, JENNY	04/16/2010	1,795.75 REIMB FOR AIRFARE
6004 KADLEC, CHRISTIAN	04/16/2010	99.57 REIMB FOR COACHING CERTIFICATION
6005 ORZEL, RON	04/16/2010	366.00 FAME PHOTOGRAPHY FEB 27 - MARCH 6
6006 PIONEER PRESS	04/16/2010	564.00 ORDER #1752043 & 1752976 WINTER MUSICAL
6007 POWELL, ROSS	04/16/2010	300.00 HONORARIUM FOR SCIENCE LECTURE "CRISIS IN THE CRYOSPHERE" APRIL 23
6008 R & M SPECIALTIES	04/16/2010	902.50 HUSKIEPALOOZA T-SHIRTS
6008 R & M SPECIALTIES	04/16/2010	313.25 RELAY FOR LIFE TEES
6009 SETON IDENTIFICATION PRODUCTS	04/16/2010	303.85 Signs for South Fields per BOE direction
6010 XEROX CORP	04/16/2010	210.69 PTO MARCH BASE CHARGE 1/6 - 4/5/10
6011 BAESEMAN, JENNY	04/22/2010	250.00 HONORARIUM FOR SCIENCE LECTURE "CRISIS IN THE CRYOSHPERE" APRIL 23
6012 POWELL, ROSS	04/22/2010	500.00 HONORARIUM FOR SCIENCE LECTURE "CRISIS IN THE CRYOSHPERE" APRIL 23
Totals for checks		7,656.61

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
84	ACTIVITY FUND	7,656.61	0.00	0.00	7,656.61
***	Fund Summary Totals ***	7,656.61	0.00	0.00	7,656.61

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

IMPREST		CHECK	INVOICE	
CHECK #	VENDOR	DATE	AMOUNT	DESCRIPTION
30309	PRISCHING, JOSHUA	04/08/2010	300.00	RELAY FOR LIFE SOUND
30314	CONWAY, JACQUES	04/15/2010	190.40	REIMB FOR AIRFARE TO WASHINGTON, D.C.- COLLABORATIVE CONF FOR EDUCATION OF BOYS OF COLOR
30315	ILLINOIS DEPARTMENT OF REVENUE	04/15/2010	573.00	REMITTANCE OF SALES TAX COLLECTED BY BOOKSTORE - MARCH
30316	LINCOLN INVESTMENT PLANNING, INC.	04/15/2010	591.54	TO SEND 403b CONTRIBUTIONS
30317	METLIFE	04/15/2010	225.00	TO SEND 403b CONTRIBUTIONS
Totals for checks			1,879.94	

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	816.54	0.00	490.40	1,306.94
15	BOOKSTORE FUND	0.00	573.00	0.00	573.00
***	Fund Summary Totals ***	816.54	573.00	490.40	1,879.94

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

Oak Park, IL
Void
Cash Posting

3aprpt03.p
04.10.01.00.00-0

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stmnt Date
CBACT COMMUNITY BANK OF OAK PARK RIV							
6003	BAESEJEN000	BAESEMANN, JENNY	V	04/22/2010	\$-2,095.75	04/22/2010	04/22/2010
6007	POWELROS000	POWELL, ROSS	V	04/22/2010	\$-300.00	04/22/2010	04/22/2010
Number Of Checks:				2	\$-2,395.75		
Total Checks:				2	\$-2,395.75		
Totals:				Bank	Total \$		
				CBACT	\$-2,395.75		

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

***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: April 29, 2010

RE: Financial Reports

BACKGROUND

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

SUMMARY OF FINDINGS

Attached are the Financial Reports for February, 2010.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To accept the February, 2010 Financial Reports as presented.

ROLL CALL VOTE

AGENDA ITEM VIII. B.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Education Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	February 28	%	Budget	February 28	%
		2009		2009-2010	2010	
<i>Receipts</i>						
Property Taxes	44,164,908	27,058,875	61.3%	44,221,578	28,772,147	65.1%
Other Local Sources	1,981,881	1,378,259	69.5%	3,400,620	1,934,881	56.9%
State Sources	2,690,855	1,712,272	63.6%	2,416,324	1,800,610	74.5% 1
Federal Sources	1,889,503	1,040,411	55.1%	2,467,161	1,860,135	75.4% 2
	<u>50,727,147</u>	<u>31,189,817</u>	61.5%	<u>52,505,683</u>	<u>34,367,773</u>	65.5%
<i>Expenditures</i>						
General Instruction	19,702,602	10,563,197	53.6%	20,572,513	10,267,706	49.9% 3
Special Education	5,003,467	2,643,597	52.8%	5,592,252	2,857,875	51.1%
Adult Education	19,910	6,000	30.1%	20,282	6,000	29.6%
Vocational Programs	249,593	172,088	68.9%	417,685	211,425	50.6% 4
Interscholastic Programs	1,951,064	1,107,815	56.8%	2,055,238	1,115,440	54.3%
Summer School	240,965	128,881	53.5%	309,488	165,303	53.4%
Drivers Education	688,371	373,741	54.3%	761,763	389,529	51.1%
Other Instructional	2,897,717	1,440,841	49.7%	2,966,188	1,499,524	50.6%
Support Svcs. - Pupil	6,436,368	3,406,729	52.9%	7,144,050	3,605,871	50.5%
Support Svcs. - Admin.	4,817,602	2,836,035	58.9%	4,653,551	2,781,601	59.8%
	<u>42,007,660</u>	<u>22,678,924</u>	54.0%	<u>44,493,010</u>	<u>22,900,274</u>	51.5%
<i>Other Sources/(Uses)</i>						
Transfers fr. Other Funds	-	-	N/A	-	1,000,000	N/A 5
Transfers to Other Funds	-	-	N/A	-	(1,000,000)	N/A 5
	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	
Change in Fund Balance	8,719,488	8,510,893		8,012,673	11,467,499	
Beginning Balance	<u>43,852,612</u>	<u>43,852,612</u>		<u>52,572,100</u>	<u>52,572,100</u>	
Ending Balance	<u>52,572,100</u>	<u>52,363,505</u>		<u>60,584,773</u>	<u>64,039,599</u>	

1. Current year actual amounts inflated due to receipt of funds relating to last school year.
2. Increase relates to receipt of IDEA ARRA funding as well as several general state aid payments being paid with federal funds.
3. Prior year numbers include 14 faculty payrolls and current year only include 13. Retirement costs are also less than the prior year due to fewer retiree annuitants.
4. POET summer work program expenditures were not as great as anticipated in the budget.
5. Transfer of Bond & Interest funds to Ed Fund then to the O&M Fund for construction projects.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Bookstore Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2009</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2010</u>	<u>%</u>
<i>Receipts</i>						
Other Local Sources	853,433	692,081	81.1%	899,427	655,561	72.9% 1
	853,433	692,081	81.1%	899,427	655,561	72.9%
<i>Expenditures</i>						
Support Svcs. - Other	850,404	727,406	85.5%	895,999	730,953	81.6%
	850,404	727,406	85.5%	895,999	730,953	81.6%
Change in Fund Balance	3,029	(35,325)		3,428	(75,392)	
Beginning Balance	692,810	692,810		695,839	695,839	
Ending Balance	695,839	657,485		699,267	620,447	

1. The District has had an increase in the number of students who qualify for free or reduced textbooks.

Cafeteria Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2009</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2010</u>	<u>%</u>
<i>Receipts</i>						
Other Local Sources	2,015,691	1,321,577	65.6%	2,084,204	1,249,367	59.9%
State Sources	15,198	6,627	43.6%	7,812	7,408	94.8%
Federal Sources	251,914	134,587	53.4%	249,266	100,377	40.3%
	2,282,803	1,462,791	64.1%	2,341,282	1,357,152	58.0%
<i>Expenditures</i>						
Support Svcs. - Admin.	2,297,317	1,372,057	59.7%	2,309,947	1,243,259	53.8% 1
	2,297,317	1,372,057	59.7%	2,309,947	1,243,259	53.8%
Change in Fund Balance	(14,514)	90,734		31,335	113,893	
Beginning Balance	288,795	288,795		274,281	274,281	
Ending Balance	274,281	379,529		305,616	388,174	

1. Reduced labor and food costs contribute to the decrease.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Operations and Maintenance Fund

	Audited 2008-2009	Fiscal to Date February 28 2009	%	Original Budget 2009-2010	Fiscal to Date February 28 2010	%
<i>Receipts</i>						
Property Taxes	5,135,149	3,156,899	61.5%	5,732,755	3,546,454	61.9%
Other Local Sources	1,509,893	949,233	62.9%	1,073,525	1,834,231	170.9% 1
	<u>6,645,042</u>	<u>4,106,132</u>	61.8%	<u>6,806,280</u>	<u>5,380,685</u>	79.1%
<i>Expenditures</i>						
Support Svcs. - Admin.	6,227,164	4,094,470	65.8%	6,198,860	4,245,251	68.5%
	<u>6,227,164</u>	<u>4,094,470</u>	65.8%	<u>6,198,860</u>	<u>4,245,251</u>	68.5%
<i>Other Sources/(Uses)</i>						
Transfers	22,799	-	N/A	48,480	1,000,000	2062.7% 2
	<u>22,799</u>	<u>-</u>		<u>48,480</u>	<u>1,000,000</u>	
Change in Fund Balance	440,677	11,662		655,900	2,135,434	
Beginning Balance	<u>8,603,680</u>	<u>8,603,680</u>		<u>9,044,357</u>	<u>9,044,357</u>	
Ending Balance	<u>9,044,357</u>	<u>8,615,342</u>		<u>9,700,257</u>	<u>11,179,791</u>	

1. Replacement tax collections have been greater than anticipated in the budget.

2. Bond proceeds transferred from the Working Cash Fund via the Ed Fund.

Life Safety Fund

	Audited 2008-2009	Fiscal to Date February 28 2009	%	Original Budget 2009-2010	Fiscal to Date February 28 2010	%
<i>Receipts</i>						
Property Taxes	1,088,490	647,050	59.4%	1,734,662	885,667	51.1% 1
Other Local Sources	6,089	4,033	66.2%	3,045	513	16.8%
	<u>1,094,579</u>	<u>651,083</u>	59.5%	<u>1,737,707</u>	<u>886,180</u>	51.0%
<i>Expenditures</i>						
Support Svcs. - Business	427,713	240,112	56.1%	963,537	904,409	93.9% 2
	<u>427,713</u>	<u>240,112</u>	56.1%	<u>963,537</u>	<u>904,409</u>	93.9%
<i>Expenditures</i>						
Transfers	(616,525)	-	0.0%	(618,263)	(618,263)	100.0% 3
	<u>(616,525)</u>	<u>-</u>		<u>(618,263)</u>	<u>(618,263)</u>	
Change in Fund Balance	50,342	410,971		155,907	(636,492)	
Beginning Balance	<u>304,795</u>	<u>304,795</u>		<u>355,137</u>	<u>355,137</u>	
Ending Balance	<u>355,137</u>	<u>715,766</u>		<u>511,044</u>	<u>(281,355)</u>	

1. Life Safety levy was significantly increased for the 2009 levy. Collections will catch up as the District receives the first installment of 2009 taxes.

2. Summer life safety projects were paid monthly rather than being billed completely at the end.

3. Transfer to the Bond & Interest Fund was made in January rather than at year end.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Bond and Interest Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2009</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2010</u>	<u>%</u>	
Receipts							
Property Taxes	2,922,267	1,839,757	63.0%	2,958,262	1,867,265	63.1%	
Other Local Sources	22,799	16,959	74.4%	48,480	25,863	53.3%	
	<u>2,945,066</u>	<u>1,856,716</u>	63.0%	<u>3,006,742</u>	<u>1,893,128</u>	63.0%	
Expenditures							
Debt Service	3,482,804	3,280,615	94.2%	3,482,174	4,434,381	127.3%	1
	<u>3,482,804</u>	<u>3,280,615</u>	94.2%	<u>3,482,174</u>	<u>4,434,381</u>	127.3%	
Other Sources/(Uses)							
Principal on Bonds Sold	-	-	N/A	-	10,810,000	N/A	2
Premium on Bonds Sold	-	-	N/A	-	801,095	N/A	2
Payment to Escrow	-	-	N/A	-	(11,468,408)	N/A	2
Transfers	(22,799)	-	0.0%	(48,480)	-	0.0%	
Transfers	616,525	-	0.0%	618,263	618,263	100.0%	3
	<u>593,726</u>	<u>-</u>	0.0%	<u>569,783</u>	<u>760,950</u>	133.6%	
Change in Fund Balance	55,988	(1,423,899)		94,351	(1,780,303)		
Beginning Balance	<u>2,412,901</u>	<u>2,412,901</u>		<u>2,468,889</u>	<u>2,468,889</u>		
Ending Balance	<u>2,468,889</u>	<u>989,002</u>		<u>2,563,240</u>	<u>688,586</u>		

1. An additional \$1,000,000 principal payment was made as a result of the fall's refunding bond issuance
2. Amounts relate to refunding of bonds.
3. Transfer to the Bond & Interest Fund was made in January rather than at year end.

Transportation Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2009</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2010</u>	<u>%</u>	
Receipts							
Property Taxes	828,502	514,217	62.1%	878,289	557,959	63.5%	
Other Local Sources	24,237	19,178	79.1%	40,964	32,025	78.2%	
State Sources	728,472	362,783	49.8%	650,354	593,289	91.2%	1
	<u>1,581,211</u>	<u>896,178</u>	56.7%	<u>1,569,607</u>	<u>1,183,273</u>	75.4%	
Expenditures							
Support Svcs. - Business	1,367,241	722,227	52.8%	1,488,837	768,403	51.6%	
	<u>1,367,241</u>	<u>722,227</u>	52.8%	<u>1,488,837</u>	<u>768,403</u>	51.6%	
Change in Fund Balance	213,970	173,951		80,770	414,870		
Beginning Balance	<u>1,900,877</u>	<u>1,900,877</u>		<u>2,114,847</u>	<u>2,114,847</u>		
Ending Balance	<u>2,114,847</u>	<u>2,074,828</u>		<u>2,195,617</u>	<u>2,529,717</u>		

1. Current year actual amounts inflated due to receipt of funds relating to last school year.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Illinois Municipal Retirement/Social Security Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	February 28	%	Budget	February 28	%
		2009		2009-2010	2010	
<i>Receipts</i>						
Property Taxes	2,044,839	1,271,652	62.2%	2,209,285	1,384,654	62.7%
Other Local Sources	89,867	9,909	11.0%	95,721	19,210	20.1%
	<u>2,134,706</u>	<u>1,281,561</u>	<u>60.0%</u>	<u>2,305,006</u>	<u>1,403,864</u>	<u>60.9%</u>
<i>Expenditures</i>						
General Instruction	295,293	152,839	51.8%	364,875	174,671	47.9%
Special Education	190,401	99,752	52.4%	211,798	93,970	44.4%
Vocational Programs	19,569	10,871	55.6%	24,675	15,722	63.7%
Interscholastic Programs	120,653	70,736	58.6%	119,993	61,639	51.4%
Summer School	7,329	4,144	56.5%	808	5,421	670.9% 1
Drivers Education	4,865	2,824	58.0%	7,467	2,917	39.1%
Other Instructional	1,199	623	51.9%	1,021	634	62.1%
Support Svcs. - Pupil	336,739	188,289	55.9%	390,326	176,968	45.3%
Support Svcs. - Admin.	866,120	563,275	65.0%	885,889	511,204	57.7%
	<u>1,842,167</u>	<u>1,093,353</u>	<u>59.4%</u>	<u>2,006,852</u>	<u>1,043,146</u>	<u>52.0%</u>
Change in Fund Balance	292,539	188,208		298,154	360,718	
Beginning Balance	<u>1,031,102</u>	<u>1,031,102</u>		<u>1,323,641</u>	<u>1,323,641</u>	
Ending Balance	<u>1,323,641</u>	<u>1,219,310</u>		<u>1,621,795</u>	<u>1,684,359</u>	

1. Budget does not take into account IMRF benefits for summer school TA's. This will be amended in the spring.

Working Cash Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	February 28	%	Budget	February 28	%
		2009		2009-2010	2010	
<i>Receipts</i>						
Property Taxes	1,031,330	584,517	56.7%	1,089,966	665,416	61.0%
Other Local Sources	62,643	48,912	78.1%	117,249	91,756	78.3%
	<u>1,093,973</u>	<u>633,429</u>	<u>57.9%</u>	<u>1,207,215</u>	<u>757,172</u>	<u>62.7%</u>
<i>Expenditures</i>						
Transfers	-	-	N/A	-	-	N/A
	<u>-</u>	<u>-</u>	<u>N/A</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
<i>Other Sources/(Uses)</i>						
Principal on Bonds Sold	-	-	N/A	-	1,000,000	N/A 1
Transfers	-	-	N/A	-	(1,000,000)	N/A 1
	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	
Change in Fund Balance	1,093,973	633,429		1,207,215	757,172	
Beginning Balance	<u>4,206,977</u>	<u>4,206,977</u>		<u>5,300,950</u>	<u>5,300,950</u>	
Ending Balance	<u>5,300,950</u>	<u>4,840,406</u>		<u>6,508,165</u>	<u>6,058,122</u>	

1. Bond refunding and subsequent transfer to O&M Fund via the Ed. Fund.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Tort Immunity Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2009</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2010</u>	<u>%</u>
<i>Receipts</i>						
Property Taxes	1,137,610	709,958	62.4%	1,184,844	760,625	64.2%
Other Local Sources	18,847	13,731	72.9%	15,000	24,726	164.8%
	<u>1,156,457</u>	<u>723,689</u>	<u>62.6%</u>	<u>1,199,844</u>	<u>785,351</u>	<u>65.5%</u>
<i>Expenditures</i>						
Support Svcs. - Admin.	894,193	742,609	83.0%	1,013,645	768,658	75.8% 1
	<u>894,193</u>	<u>742,609</u>	<u>83.0%</u>	<u>1,013,645</u>	<u>768,658</u>	<u>75.8%</u>
Change in Fund Balance	262,264	(18,920)		186,199	16,693	
Beginning Balance	<u>1,655,512</u>	<u>1,655,512</u>		<u>1,917,776</u>	<u>1,917,776</u>	
Ending Balance	<u>1,917,776</u>	<u>1,636,592</u>		<u>2,103,975</u>	<u>1,934,469</u>	

1. Decrease due to lower cost for worker's compensation insurance premium in the current year.

Dental Self Insurance Fund

	<u>Audited</u> <u>2008-2009</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2009</u>	<u>%</u>	<u>Original</u> <u>Budget</u> <u>2009-2010</u>	<u>Fiscal to Date</u> <u>February 28</u> <u>2010</u>	<u>%</u>
<i>Receipts</i>						
Insurance Premiums	418,388	236,935	56.6%	453,053	231,168	51.0%
Other Local Sources	1,917	1,498	78.1%	2,000	2,606	130.3%
	<u>420,304</u>	<u>238,433</u>	<u>56.7%</u>	<u>455,053</u>	<u>233,774</u>	<u>51.4%</u>
<i>Expenditures</i>						
Staff Services	434,677	283,055	65.1%	453,053	221,604	48.9% 1
Change in Fund Balance	(14,372)	(44,622)		2,000	12,170	
Beginning Balance	<u>157,772</u>	<u>157,772</u>		<u>143,400</u>	<u>143,400</u>	
Ending Balance	<u>143,400</u>	<u>113,150</u>		<u>145,400</u>	<u>155,570</u>	

1. Dental claims have been less each month of fiscal 2010 compared to 2009.

OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200
Monthly Financial Statements
February 2010

Medical Self Insurance Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	February 28	%	Budget	February 28	%
		2009		2009-2010	2010	
<i>Receipts</i>						
Insurance Premiums	4,178,002	2,787,657	66.7%	4,378,763	3,015,643	68.9%
Other Local Sources	20,467	15,580	76.1%	15,000	36,774	245.2%
	<u>4,198,469</u>	<u>2,803,237</u>	<u>66.8%</u>	<u>4,393,763</u>	<u>3,052,417</u>	<u>69.5%</u>
<i>Expenditures</i>						
Staff Services	<u>3,404,305</u>	<u>2,228,288</u>	<u>65.5%</u>	<u>4,378,763</u>	<u>2,066,023</u>	<u>47.2%</u> 1
Change in Fund Balance	794,164	574,949		15,000	986,394	
Beginning Balance	<u>800,804</u>	<u>800,804</u>		<u>1,594,968</u>	<u>1,594,968</u>	
Ending Balance	<u>1,594,968</u>	<u>1,375,753</u>		<u>1,609,968</u>	<u>2,581,362</u>	

1. Prescription drug claims and medical claims have been less than in the prior year.

Self-Insurance Workers' Comp Fund

	Audited	Fiscal to Date		Original	Fiscal to Date	
	2008-2009	February 28	%	Budget	February 28	%
		2009		2009-2010	2010	
<i>Receipts</i>						
Insurance Premiums	-	-	N/A	-	-	N/A
Other Local Sources	-	-	N/A	-	-	N/A
Transfers	-	-	N/A	-	-	N/A
	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	
<i>Expenditures</i>						
Staff Services	<u>-</u>	<u>(15,676)</u>	<u>N/A</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Change in Fund Balance	-	15,676		-	-	
Beginning Balance	<u>15,857</u>	<u>15,857</u>		<u>15,857</u>	<u>15,857</u>	
Ending Balance	<u>15,857</u>	<u>31,533</u>		<u>15,857</u>	<u>15,857</u>	

Note: Negative amount in prior year relates to premium refund from SELF for the years 1991 - 2003 which were closed out by SELF.

***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: April 29, 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

Attached is the Treasurer Reports for February, 2010.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To approve the February, 2010 Treasurer Reports as presented.

ROLL CALL VOTE

AGENDA ITEM VIII. C.

Oak Park & River Forest High School District 200
Treasurers Report
February 28, 2010

<u>Funds</u>	<u>Opening Cash Balance 02/01/10</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Adjustments to Cash (JE's)</u>	<u>Ending Cash Balance 02/28/10</u>	<u>% of Total</u>
10 Education	60,616,635.99	5,502,115.55	(2,871,109.59)	(410,387.02)	62,837,254.93	69.83%
14 Food Service	449,362.16	146,847.93	(224,314.60)	(13,295.90)	358,599.59	0.40%
15 Book Store	306,117.50	38,403.90	(38,448.80)	(2,358.47)	303,714.13	0.34%
Total - Education Fund	61,372,115.65	5,687,367.38	(3,133,872.99)	(426,041.39)	63,499,568.65	70.57%
20 Operations, Building & Maintenance	9,766,947.61	1,623,214.26	(443,171.14)	(46,559.56)	10,900,431.17	12.11%
30 Bond & Interest Fund	358,048.58	313,931.36	(2,750.00)	-	669,229.94	0.74%
40 Transportation Fund	2,161,418.21	99,305.95	(116,484.57)	(60.00)	2,144,179.59	2.38%
50 IMRF & SS Fund	1,560,525.56	251,039.61	(140,375.56)	16.31	1,671,205.92	1.86%
70 Working Cash	5,917,727.13	132,792.22	-	-	6,050,519.35	6.72%
80 Tort Immunity	1,863,082.32	129,008.37	(61,867.66)	-	1,930,223.03	2.15%
81 Dental Self Insurance	175,006.06	1,297.30	(34,657.00)	32,866.31	174,512.67	0.19%
82 Medical Self Insurance	2,445,874.35	8,446.17	(202,448.35)	441,605.42	2,693,477.59	2.99%
83 Workers' Comp Self Insurance	15,857.04	-	-	-	15,857.04	0.02%
84 Harris - PMA	262,649.50	58,546.18	(7,809.41)	(1,827.09)	311,559.18	0.35%
84 Park National	265,326.66	45,093.99	(99,399.79)	-	211,020.86	0.23%
Total - Activity Funds	527,976.16	103,640.17	(107,209.20)	(1,827.09)	522,580.04	0.58%
90 Fire Prevention & Safety	(542,490.56)	253,469.40	-	-	(289,021.16)	-0.32%
Total - All Funds	\$ 85,622,088.11	\$ 8,603,512.19	\$ (4,242,836.47)	\$ -	\$ 89,982,763.83	100.00%

Summary of adjustments to cash:

Reclassification of food service chargebacks.
Reclassification of bookstore chargebacks.
Reclassification of expenditures
PPO/Pharmacy reclassification.

Oak Park & River Forest High School District 200
Cash and Investments
February 28, 2010

	<u>Account Balance</u>	<u>Treasurer's Control</u>	<u>% of Total</u>
Harris Bank Comingled Account (treas ofc.)			
Statement CTTO	126,015.94		
Less: Outstanding Checks	-		
Plus: Deposits in Transit	-		
Adjusted	<u>126,015.94</u>	126,015.94	0.14%
Park National Student Activity Account			
Statement Balance	288,120.66		
Less: Outstanding Checks	(77,937.80)		
Plus: Deposits in Transit	838.00		
Adjusted	<u>211,020.86</u>		0.23%
Harris ISDLAF Account (Liquid & Max)			
Statement Balance	90,373,617.51		
Less: Outstanding Checks	(815,063.94)		
Plus: Deposits in Transit	22,479.10		
Adjusted	<u>89,581,032.67</u>		99.55%
Park National Imprest Account			
Statement Balance	22,689.35		
Less: Outstanding Checks	(5,394.99)		
Plus: Deposits in Transit	-		
Adjusted	<u>17,294.36</u>		0.02%
Petty Cash	<u>7,400.00</u>		0.01%
Workers Compensation Escrow	<u>40,000.00</u>		0.04%
Total Cash and Investments	\$ 89,982,763.83	\$ 126,015.94	100.00%

Note: Petty cash number includes \$2,000 that is in the Athletic Imprest account maintained by the Athletic Department.

Oak Park & River Forest High School District 200
Schedule of Investments
February 28, 2010

	Average Interest Rate *	Investment Value 02/28/10	% of Total	Prior Month % of Total
<u>By Financial Institution</u>				
Harris ISDLAF - Liquid MM	0.09%	1,434,108.29	1.58%	1.61%
Harris ISDLAF - Max MM	0.22%	16,216,140.63	17.92%	9.35%
Harris ISDLAF - SDA	0.25%	3,001,068.59	3.32%	3.50%
Harris ISDLAF - CD's	0.63%	69,722,300.00	77.04%	85.39%
Harris - CTTO MM	*	126,015.94	0.14%	0.15%
Total All Investments by Institution		90,499,633.45	100.00%	100.00%

	Average Interest Rate *	Investment Value 02/28/10	% of Total	Prior Month % of Total
<u>By Investment Type</u>				
CD's	0.63%	69,722,300.00	77.04%	85.39%
Money Market	0.55%	20,777,333.45	22.96%	14.61%
Total All Investments by Type		90,499,633.45	100.00%	100.00%

	Average Interest Rate *	Investment Value 02/28/10	% of Total	Prior Month % of Total
<u>By Maturity Age</u>				
1 month	2.04%	10,000,000.00	11.05%	4.08%
2 months	0.38%	1,993,900.00	2.20%	11.66%
3 months	0.45%	2,100,000.00	2.32%	2.33%
4-6 months	0.59%	12,337,400.00	13.63%	12.76%
7-9 months	0.68%	28,591,000.00	31.59%	27.05%
10-12 months	0.34%	8,700,000.00	9.61%	20.53%
1 year +	1.07%	6,000,000.00	6.63%	7.00%
2 years +	0.00%	-	0.00%	0.00%
Mature on demand	0.55%	20,777,333.45	22.96%	14.61%
Total Investments		90,499,633.45	100.00%	100.00%

* The rate of interest is not known for funds invested with the Trustee of the former CTTO.

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, Chief Financial Officer

DATE: April 29, 2010

RE: Intergovernmental Agreement for Youth Interventionist/Coordinators

BACKGROUND

The Youth Interventionist Program has been serving our two communities for the past 14 years. This program has helped local youths and families create positive changes in their lives, which has helped increase the well being of our two communities with regard to youth violence, gangs and drugs.

SUMMARY OF FINDINGS

The current contract for the Intergovernmental Agreement for Youth Interventionist/Coordinators expires on June 30, 2010. The Intergovernmental Agreement was presented at the Finance Committee Meeting. The renewal contract would be for the next two years with the maximum estimated amount by percentage for the Intergovernmental Agreement for FY 2011 and FY 2012. Oak Park and River Forest High School District 200 contribution for FY 2011 will be \$29,462.01 and the contribution for FY2012 will be \$30,334.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To approve the two-year Intergovernmental Agreement with the Oak Park Township Youth Services for FY 2011 in the amount of \$29,462.01 and for FY 2012 in the amount of \$30,334.

ROLL CALL VOTE

AGENDA ITEM VIII.D.

AN INTERGOVERNMENTAL AGREEMENT FOR YOUTH INTERVENTIONIST/COORDINATORS

This agreement is between OAK PARK TOWNSHIP and the enumerated participating local governments: Village of Oak Park, Village of River Forest, River Forest Township, School District 90, School District 97, School District 200, Park District of Oak Park, River Forest Park District, Oak Park Public Library, and River Forest Public Library, hereinafter referred to collectively as PARTICIPATING GOVERNMENT UNITS.

OAK PARK TOWNSHIP agrees as follows:

- To work with at-risk youth engaged with (or disengaged from) local agencies that provide multiple services.
- To closely monitor youth, through a case management model which focuses on the individual needs of clients and their families and helps in linking them to services, managing those services, and tracking outcomes.
- To continue to provide intense intervention by employing support staff and three Youth Interventionist/Coordinators for the positions as described in Appendix I.
- To hire, train, supervise, insure and house the Youth Interventionists.
- To provide the necessary services, materials and equipment, such as, duplication, printing, postage, telephone and computers.
- To work in close cooperation with the Oak Park and River Forest Council of Governments.
- To contribute up to \$46,843.36 (FY 2011) and \$48,229.79 (FY 2012) for each year of this joint effort.
- To bill each participating government unit the actual dollars spent on a quarterly basis.
- To assist the Gang and Drug Task Force with an evaluation of the Youth Interventionist Program.
- To continue to seek outside funds to support the Program.
- To provide periodic status reports to the participating government units.
- To provide monthly Team reports via email each month to designated representatives.

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,
Page 2**

The other participating government units agree as follows:

- To discuss issues related to the Youth Interventionist Program at the Council of Governments meetings and/or on the e-mail distribution list.
- That a joint Oak Park and River Forest Council of Governments meeting will take place at least once a year to discuss issues related to the Youth Interventionist Program.
- To work collaboratively and cooperatively in the common interest of reducing youth gangs, drugs, and violence.
- To the line-item budget attached as Appendix II.
- To support the cost of this joint endeavor based upon the following formula:

Breakdown - Agency	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
OPRFHS D200	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
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
<u>RF Public Library</u>	<u>1.67%</u>	<u>\$4,117.29</u>	<u>\$4,239.15</u>
Total	100.00%	\$246,544.00	\$253,841.00

- To promptly reimburse Oak Park Township upon receipt of quarterly bill.

It is understood by all signatories of this agreement that the supervision of all Township employees, including any addition to the Township staff as a result of this agreement, is the responsibility of Oak Park Township.

This Intergovernmental Agreement will be in force for two years from July 1, 2010.

AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,
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OAK PARK TOWNSHIP

Signature

Title

Date

RIVER FOREST TOWNSHIP

Signature

Title

Date

VILLAGE OF OAK PARK

Signature

Title

Date

VILLAGE OF RIVER FOREST

Signature

Title

Date

RIVER FOREST ELEMENTARY SCHOOL DISTRICT 90

Signature

Title

Date

(Signatures continued on Page 4)

**AN INTERGOVERNMENTAL AGREEMENT
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Page 4**

OAK PARK ELEMENTARY SCHOOL DISTRICT 97

_____	_____	
Signature	Title	Date

OAK PARK-RIVER FOREST HIGH SCHOOL DISTRICT 200

_____	_____	
Signature	Title	Date

PARK DISTRICT OF OAK PARK

_____	_____	
Signature	Title	Date

RIVER FOREST PARK DISTRICT

_____	_____	
Signature	Title	Date

(Signatures continued on Page5)

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,**

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OAK PARK PUBLIC LIBRARY

_____	_____	
Signature	Title	Date

RIVER FOREST PUBLIC LIBRARY

_____	_____	
Signature	Title	Date

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS;**

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Appendix I Job Descriptions

Oak Park Township

JOB DESCRIPTION

CLASS. TITLE: Youth Services Interventionist Supervisor

DEPARTMENT: Youth Services FLSA: Exempt

DIVISION: Town DATE: 04/05

REPORTS TO: Youth Services Director

Job Summary

The Youth Interventionist Supervisor builds collaborations between systems and agencies to prevent, intervene and combat youth delinquent behaviors in Oak Park and River Forest communities; assists severely at-risk youth and families to survive adolescence. Essential Job Functions

1. Assists agencies in developing long-term community based strategic plans to complement village-wide violence prevention efforts, development of Intervention Model vision, and implementation of goals/strategies. Communicates between and with staff, administrations, boards, agencies, committees and the public to continue community development efforts.
2. Provides oral and written reports to various boards and public showing outcomes, current status and future plans; attends monthly meetings with youth service providers.
3. Conducts/assists in conducting individual and group counseling, individual counseling, and crisis intervention; assists in making social diagnostic assessments of at-risk factors for clients; assists in developing a comprehensive treatment plan by seeking input and participation from professionals in other areas.
4. Assists in counseling youth indicating maladjustments; anxiety or delinquent behavior; contributes to the identification of problems and diagnosis of social disorders. Provides direct youth and family counseling.
5. Establishes priorities among assignments, establishes times of completion and quantity/quality of work services; identifies and discusses program projects, problems and issues; supervises subordinate staff, monitors and evaluates performance and recommends recognition and/or disciplinary action.
6. Monitors budgetary expenditures for training area of Interventionist and assists in developing narratives/justification used in budgetary process as required.
7. Develops and maintains ongoing communications with private and public organizations, officials of other agencies or state and federal government; responds to inquiries concerning program, policies, rules and regulations governing work.
8. Appears at public hearings as required, speaks before various groups to explain/interpret program philosophy and requirements
9. Seeks outside funding to help support programs; prepares grant applications for additional sources of funding in cooperation with Township funded grant writer; administers grant funded initiatives related to intervention program.

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,**

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Appendix I Job Descriptions

10. Performs the duties of Youth Interventionist.
11. Develops bonds between new and opposing agencies with a history of not working well together; facilitates partnerships and collaborations; assists in problem solving to overcome disputes between community administrative leaders.
12. Keeps director informed regarding community issues and politically sensitive Youth Interventionist Supervisor 1 04/05
13. Prepares and maintains grants related to sources of funding; completes reports related to grants received.
14. Performs other duties as assigned.

Material and Equipment

- Miscellaneous office equipment; i.e. – computer, fax, phone, copier, calculator, etc.
- Bicycle

Minimum Qualifications

Education and Experience:

- Master's degree in Social Services or related field and five to seven (5-7) years of direct experience in working with gangs, drug involvement and violent youth.

The qualifications listed above are guidelines. Other combinations of education and experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

License(s) and Certification(s):

- Valid Illinois driver's license and liability insurance

Knowledge, Skills, and Abilities

Knowledge of:

- Social work, counseling, psychology and public relations.
- Criminal justice and approaches used by law enforcement in local, state and federal environments; juvenile law and court systems.
- Ethical standards and code of conduct in dealing with clients and the public.
- Gang structure, risk factors and signs of involvement.

Skill In:

- Time management and prioritizing work.
- Verbal and written communication and organization.
- Community development and community crisis debriefing.
- Facilitation and group leadership.
- Mediation and collaboration building.
- Crisis intervention and de-escalation techniques.
- Supervision of subordinates.

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Appendix I Job Descriptions

Ability to:

- Lead and organize and maintain relationships with community organizations and administrations in a political environment.
- Facilitate presentations and training made to youth, parents, community associations and other public groups.
- Remain calm in stressful and crisis situations.
- Develop intelligence on youth gang and drug activity in both communities and strategic plans to counter illegal activity.

Physical Abilities:

- Sit, type, read, write, hear and speak for extended periods.
- Drive automobile to communities and clients/families homes.
- Lift up to 10 pounds on occasion.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties or roles performed by personnel so classified. It is as well intended to be compliant with the Americans with Disabilities Act. Youth Interventionist Supervisor 3 04/05

Revised

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,**

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Appendix I Job Descriptions

Oak Park Township

JOB DESCRIPTION

CLASS. TITLE: Youth Services Interventionist

DEPARTMENT: Youth Services FLSA: Non-Exempt

DIVISION: Town DATE: 04/05

REPORTS TO: Youth Interventionist Supervisor

Job Summary:

The Youth Services Interventionist provides individual and family treatment to youth involved in or at risk of becoming involved in gangs, drugs or violent activities; works closely with Youth Interventionist Team and Youth Services Director to discuss and develop and implement treatment plans. Collaborates with a variety of community agencies and resources to decrease risk and connect identified families with appropriate, long-term services.

Essential Job Functions

1. Performs crisis intervention in situations such as suicide, homicide, rage, juvenile arrest, violence, community, family tragedy, self injury, running away, etc. Assesses risk; provides direct consultation services; provides referrals and stabilization services, coordinates and provides support during the hospitalization process, crisis counseling, brief mediation and notification of appropriate authorities; serves as member of school crisis and trauma debriefing team.
2. Assesses youth and family for potential for violence, communication patterns, boundaries, alcohol and drug addiction, gang involvement, sexual and physical abuse, neglect, mental health status, suicidal or homicidal plans or thoughts, criminal activity, risk of running away, cutting and other risk factors. Assessment includes evaluating the client, family and any unregistered youth in contact with. Creates, monitors and implements treatment plan agreed upon by both client and family.
3. Provides counseling to youth involved or at-risk of involvement with gangs, drugs, potential violence, etc.; meets with youth as needed to decrease risk or involvement through therapy and referrals to other community agencies; provides resources for alternate living situations if required; works with youths at-risk and assists them by linking them with services in the community; provides consultation regarding juvenile laws.
4. Provides family therapy and counseling to identified families; conducts home visits to assess living environment, refers family to community agencies for financial assistance and long-term therapy as needed; provides crisis stabilization to family as need arises; works with family to advise on state laws regarding abuse and neglect, family law, juvenile delinquency, as well as

potential for locking out their child.

5. Consults with various community agencies including schools, Police Department, **AN INTERGOVERNMENTAL AGREEMENT FOR YOUTH INTERVENTIONIST/COORDINATORS**,

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Appendix I Job Descriptions

Health Department, Park District, libraries, probation, inpatient and partial hospital programs, community counseling centers, mentoring services, and psychiatric evaluators to optimize assessment and treatment planning. Participates in other agency meetings including disciplinary/school placement, inpatient hospital discharge planning and collaboration with police officers, etc.

Searches for new

services, builds relationships with staff and distributes information on new providers to other collateral resources in the community.

6. Conducts mediation sessions between youth and/or families who are currently involved in a conflict; assists to resolve differences and decrease probability of violence in community between parties.

7. Conducts informational presentations to community mental health professionals, school teachers and high school students regarding drug and violence prevention, peer relations and other applicable subjects.

8. Maintains client files, intake and assessment forms, client interview questionnaire, consent forms, ratings scales, progress notes, progress note logs and any other essential materials.

9. Monitors youth trends in the community such as gang movement, drugs, cults, etc.; performs bike patrols and community walks in search of gang graffiti, drug paraphernalia and cult remnants in community parks.

10. Identifies gaps in service delivery system and reports to Director; participates in formulating and implementing solutions when appropriate.

11. Operates pursuant to federal and state laws as well as professional codes of ethics and codes of conduct. Maintains licensure through continuing education.

12. Plans and co-facilitates groups for at-risk youth in school settings.

13. Participates in various committee/council meetings, task forces and networking events as needed.

14. Remains current on mental health research and clinical theories.

15. Performs other duties as assigned.

Material and Equipment

- Miscellaneous office equipment; i.e. – computer, fax, phone, copier, calculator, etc.
- Bicycle

Minimum Qualifications

Education and Experience:

- Masters degree in social work, education, psychology or other related human services field and two to three (2-3) years experience working with high at-risk

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Appendix I Job Descriptions

youth in prevention, intervention, outreach or case management.

The qualifications listed above are guidelines. Other combinations of education and experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

License(s) and Certification(s):

- Valid Illinois driver's license and liability insurance
- LSW, LCSW, LCPC, CADC desirable

Knowledge, Skills, and Abilities

Knowledge of:

- Federal and state laws and regulations relating to juvenile issues.
- Ethical standards and code of conduct in dealing with clients and the public.
- Child development; therapeutic models/techniques; DSM-IVR.
- Mental health assessment; crisis intervention, mediation and trauma debriefing.
- Substance use/abuse signs
- Screening for risk to self or others.
- Basic computer and software programs.

Skill In:

- Clinical judgment.
- Verbal and written communication.
- Crisis intervention and de-escalation techniques.

Ability to:

- Effectively communicate treatment techniques and strategies.
- Make sound assessments, develop, implement and monitor treatment plans.
- Coordinate multiple services from various agencies in order to meet clients' needs.

Physical Abilities:

- Sit, type, read, write, hear and speak for extended periods.
- Drive automobile to client's homes or meeting places.
- Lift up to 10 pounds on occasion.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties or roles performed by personnel so classified. It is as well intended to be compliant with the Americans with Disabilities Act. Youth Interventionist 3 04/05

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Appendix II Budget

Budget for Youth Interventionist Program 2011 and 2012

YOUTH INTERVENTIONISTS

	FY 2011	FY 2012
Personnel Services		
<u>Employee Salaries</u>	<u>\$151,159.00</u>	<u>\$155,695.00</u>
TOTAL Personnel Services	\$151,159.00	\$155,695.00
Fringe Benefits		
FICA Expense	\$11,564.00	\$11,911.00
IMRF Expense	\$14,950	\$15,569.00
Flexible Benefit Plan	\$66.00	\$90.00
<u>Health/Life Insurance*</u>	<u>\$55,472.00</u>	<u>\$57,136.00</u>
TOTAL Fringe Benefits	\$82,052.00	\$ 84,706.00
Operating Costs and Services		
Activities/Program Support	\$2,500.00	\$2,500.00
Staff Recruitment	100.00	100.00
Office Supplies	\$250.00	\$250.00
Dues and Subscriptions	\$0.00	\$0.00
Duplication & Printing	\$120.00	\$100.00
Insurance-Liability	\$1,550	\$1,620.00
Postage	\$50.00	\$50.00
Professional Consultation	\$2,000.00	\$2,000.00
Travel and Training	\$6,000.00	\$6,000.00
Workers Compensation	\$763	\$820.00
<u>TOTAL Operating Costs and Services</u>	<u>\$13,333.00</u>	<u>\$13,440.00</u>
Total Youth Interventionist	\$246,544.00	\$253,841.00

***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: April 29, 2010

RE: Triton Community College Intergovernmental Agreement

BACKGROUND

Triton Community College uses the Oak Park and River Forest High School facility for evening adult education classes three nights per week. For FY 2005 – 2006, Triton and the District reviewed the long standing agreement, revised the programs and developed a contract. The contract provides:

- a site manager for the program, paid for by Triton,
- a reimbursement for custodial and security services
- cost sharing for parking
- computer lab and facility use fees.

SUMMARY OF FINDINGS

The new contract reflects a 2% increase in reimbursement amounts for the custodial and security services. All other aspects of the agreement remain the same.

RECOMMENDATIONS

MOTION: To approve the Intergovernmental Agreement with Triton for FY 2010 - 2011 with a 2% increase in custodial and security services.

ROLL CALL VOTE

AGENDA ITEM VIII. F.

**INTERGOVERNMENTAL AGREEMENT BETWEEN
TRITON CONTINUING COLLEGE DISTRICT 504
AND
OAK PARK/RIVER FOREST HIGH SCHOOL
DISTRICT 200**

Pursuant to the Illinois Intergovernmental Cooperation Act as outlined in 5 ILCS 220/3, this **AGREEMENT** (hereinafter "Agreement") is made and entered into this ____th day of _____, 2010, by and between **CONTINUING COLLEGE DISTRICT 504**, commonly known as Triton College (hereinafter "COLLEGE"), **COUNTY OF COOK AND STATE OF ILLINOIS** and **OAK PARK/RIVER FOREST HIGH SCHOOL DISTRICT 200** (hereinafter "DISTRICT"), **OAK PARK, ILLINOIS**.

WITNESSETH:

WHEREAS, the DISTRICT operates a High School commonly known as OAK PARK/RIVER FOREST HIGH SCHOOL located at 201 North Scoville, Oak Park, Illinois 60302 and agrees to host ESL and Continuing Education (credit and non-credit) classes in said premises; and,

WHEREAS, the COLLEGE desires to use rooms in said premises for ESL and Continuing Education classes;

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is hereby agreed by and between the COLLEGE and the DISTRICT as follows:

1. **TERM OF AGREEMENT** - The term of this Agreement will be from August 23, 2010 through and including May 25, 2011, unless sooner terminated as herein set forth. The premises, including Oak Park/River Forest High School, Oak Park, Illinois, shall be made available to the COLLEGE for use on three evenings per week as agreed by the parties from 6:00 p.m. to 10:00 p.m. for the term of this Agreement. The parties may agree, on a case by case basis, to make the premises available prior to 6:00 p.m.

2. **RENT** - The DISTRICT agrees that it shall charge no rent nor assess any costs or fees other than those stated herein to the COLLEGE for use of the rooms provided for ESL and Continuing Education classes.

3. **FACILITIES USE/LAB FEES**

FACILITIES USE FEES: The COLLEGE shall pay \$100.00 to the DISTRICT for each ESL or Continuing Education course section that requires the use of the following facilities.

- a. Kitchen;
- b. Applied arts;
- c. Fine arts; and
- d. Gym.

The fee shall be paid by the COLLEGE to the DISTRICT at the beginning of each semester. In no event shall the fee exceed \$100.00 per course section using the above facilities.

LAB FEES: The COLLEGE shall pay a lab fee per student for each student enrolled in an ESL or Continuing Education course utilizing the DISTRICT's computer lab facilities. The specific amount of the lab fee will be equivalent to the lab fees established by the academic or departmental areas of the College for those specific courses, but in no case shall the fee exceed \$52.00 per student per course. The DISTRICT and the COLLEGE shall discuss any courses

with specific computer needs to determine the appropriate lab fees prior to the beginning of the semester. Under no circumstances will the COLLEGE reconfigure the lab computers or add unauthorized software.

4. **UTILITIES AND OTHER SERVICES** - The DISTRICT agrees to provide heat, light, water and electricity for the premises.

The DISTRICT agrees to pay for all heat, light, water, electric and power bills which are charged, levied or taxed with respect to utilities furnished for the COLLEGE'S use and occupancy of the premises.

The DISTRICT agrees to provide custodial service for maintenance of the areas provided. The cost for providing such services shall be \$2,427.00 for the academic year 2010 - 2011. The COLLEGE shall pay the DISTRICT for maintenance services at the end of each semester following the COLLEGE'S receipt of an invoice from the DISTRICT for the amount owed.

The DISTRICT agrees to provide security services for premises on the evenings COLLEGE courses are offered. The COLLEGE staff will adhere to all DISTRICT building security procedures. The cost for providing such security services shall not exceed \$5,306.00 for each semester (fall 2010 and spring 2011) for classes offered three (3) nights per week. The COLLEGE shall reimburse the DISTRICT for security services costs at the end of each semester following the COLLEGE'S receipt of an invoice from the DISTRICT for the amount owed.

5. **ACCESS TO ROOMS** - The COLLEGE shall have exclusive use of all rooms provided for ESL and Continuing Education classes on the days and times as stated herein except for cases

of emergency. Except in cases of an emergency, no one affiliated with the DISTRICT shall interrupt any of the ESL and Continuing Education classes or interfere with any student, teacher or administrator attending said classes for any reason, without the advance written approval of an authorized representative of the COLLEGE.

6. **DIRECTORS** – An Extension Center Director shall be hired by the COLLEGE, following consultation and reasonable approval of the DISTRICT. The Extension Center Director shall be an independent contractor of both the COLLEGE and the DISTRICT and shall not be entitled to any of the benefits of employment provided to employees, agents or faculty of the COLLEGE or the DISTRICT, including worker's compensation or accrual of tenure. The Extension Center Director shall be paid \$6,912.00 annually. This payment shall be payment for acting as Extension Center Director for twelve (12) hours per week and eighteen (18) weeks per semester. The Extension Center Director shall have the following responsibilities:

- a. Supervise COLLEGE students, staff, and faculty when classes are in session at the DISTRICT.
- b. Be present and available at the office of the COLLEGE extension center, located at the DISTRICT, from 6:00 p.m. until 10:00 p.m. or until all students have left the premises. If courses are scheduled for earlier than 6:00 p.m., the Director shall provide office coverage no less than thirty (30) minutes prior to the beginning of classes.
- c. Assist the Assistant Dean of Continuing Education in determining courses and program offerings for all classes held at the DISTRICT based upon the needs of the continuing. The Director will review the class list with the DISTRICT in advance of

- the semester before the COLLEGE finalizes the schedule. The Director will provide assistance by providing, among other support activities, a listing of days the DISTRICT is closed and ensuring that courses shall not be scheduled on such days. The Director may add new courses as necessary and write course outlines and provide other curricular work upon request from the Assistant Dean of Continuing Education.
- d. Schedule meetings with the Assistant Dean of Continuing Education upon receiving the schedule for the upcoming semester.
 - e. Examine new and existing courses to ensure that dates, times, and room locations are correct.
 - f. Welcome students, faculty, and staff in the office located at the DISTRICT each night that courses are offered.
 - g. Visit each classroom once during the first two (2) weeks of the course and complete an observation form. The Director shall return the completed form to the Assistant Dean of Continuing Education.
 - h. Pick up mail for the Extension Center at the COLLEGE each week. Mail will be located in the Learning Resource Building (A-201).
 - i. Deliver weekly a count of seats, midterms, and finals to the Assistant Dean of Continuing Education's mailbox in the Learning Resource Center.
 - j. In ample time, notify the Assistant Dean of Continuing Education of all anticipated needs, special requests, and potential problems.
 - k. Confirm course assignments prior to the beginning of each class to determine that each class will be offered by notifying the Continuing Education Office at the COLLEGE (708-456-0300, ext. 3500).

- l. Operate the Extension Center in a monetarily efficient manner with the goals of reducing costs and maximizing revenue for the year.
- m. Serve as a liaison between the COLLEGE and the staff at the DISTRICT, particularly regarding effective use of rooms and facilities.
- n. Monitor parking in and around the site to ensure safety for instructors and students.
- o. Monitor all instructors' assignments and verify completion and submission of student evaluation and survey forms for each class and complete formal evaluations of instructors, to be submitted to the Assistant Dean, within the first two weeks of classes.
- p. Actively participate as the Extension Center delegate to the Area Planning Council by attending meetings and providing necessary information regarding the geographic area, the residents, and the educational needs.
- q. Provide instructor handouts as appropriate and maintain instructor mailboxes regularly.
- r. Be familiar with and complete all forms.
- s. Expedite the completion of required forms including, but not limited to, drafts of upcoming semester offerings, midterm verifications, final grade sheets, and attendance forms to comply with all deadlines.
- t. Immediately alert the Continuing Education Office at the COLLEGE in the event a teacher is not present.
- u. Assist in the marketing effort of the COLLEGE and its programs at functions such as parent nights and open houses and promote COLLEGE programs by providing

brochures, flyers, and speaking with parents and continuing groups about services and courses available.

- v. Must be familiar with and communicate emergency plans and be responsible for managing emergency plan if necessary.
- w. Notify the DISTRICT of lost or broken DISTRICT equipment.

No secretarial support services shall be provided by the COLLEGE.

In the event the DISTRICT has concerns with the Director's performance related to the above required tasks and responsibilities, the DISTRICT shall notify the Assistant Dean of Continuing Education in writing. Upon receipt of such notice, the Assistant Dean shall investigate this matter. Such investigation shall include consultation with the DISTRICT. The COLLEGE shall take steps, in its sole discretion, to remedy the concerns. In the event the DISTRICT continues to express concerns with the performance of the Director, the COLLEGE will interview all parties and determine whether the Director shall remain in the position.

7. **SUPPLIES** - The COLLEGE will purchase necessary supplies for the operation of ESL and Continuing Education courses offered at the DISTRICT, maximum supply costs not to exceed \$1,000.00 for the academic year -2010-2011. The Director will order supplies through the DISTRICT following receipt of approval from the Assistant Dean of Continuing Education at the COLLEGE. The DISTRICT will be reimbursed at the end of each semester for the pre-approved supplies purchased for the COLLEGE courses.

8. **PARKING** – The DISTRICT shall make the parking areas available to students, faculty, and staff of the COLLEGE during the term of this Agreement. The COLLEGE shall pay the DISTRICT \$6,000.00 for the academic year 2010-2011 for parking in the Pilgrim Church lot only. The DISTRICT shall provide necessary parking stickers to the COLLEGE for an additional \$500.00.

9. **INSURANCE** - The COLLEGE shall provide the DISTRICT with a certificate of insurance in the amount of One Million Dollars (\$1,000,000.00) per occurrence, under the COLLEGE’S general liability policy for the period covered by this Agreement.

The DISTRICT shall provide the COLLEGE with a certificate of insurance in the amount of One Million Dollars (\$1,000,000.00) per occurrence, under the DISTRICT’S general liability policy for the period covered by this Agreement.

10. **SPECIFIC LOSSES OF EQUIPMENT** – In the event that the DISTRICT’S specific equipment is lost or stolen from facilities in use by the COLLEGE, the DISTRICT shall document the lost equipment and present the Assistant Dean of Continuing Education with the information concerning the lost or stolen equipment. The documentation of the lost or stolen equipment shall provide specific information regarding the equipment, including make and model, to allow the COLLEGE to replace the lost or stolen item with an identical or similar item should the COLLEGE determine it is at fault for the lost or stolen item.

11. **INDEMNIFICATION** - The DISTRICT agrees, to the extent permitted by

Illinois law, to indemnify, hold harmless and defend the COLLEGE, each of its Trustees in their official capacity or individually, its' agents and its' employees against all damages, loss, costs, expenses and attorneys fees for injuries suffered by DISTRICT faculty, staff, students, visitors, invitees, and guests in any way caused by or arising from, incident to, connected with or growing out of the use or occupation of the DISTRICT's facilities by the COLLEGE, or in any other manner caused by, arising from, incident to, connected with or growing out of the condition or state of repair of the DISTRICT's facilities occupied or used by the College, occasioned by or in connection with the use or occupation of the DISTRICT's facilities or the performance of any activities taking place on the DISTRICT'S facilities permitted by the Intergovernmental Agreement during the term of said Intergovernmental Agreement, regardless of whether the DISTRICT's insurance carriers deny coverage of any such damages, losses, costs, expenses and attorney fees.

The COLLEGE agrees, to the extent permitted by Illinois law, to indemnify, hold harmless and defend the DISTRICT, each of its' School Board Members in their official capacity or individually, its' agents and its' employees against all damages, loss, costs, expenses and attorneys fees for injuries suffered by COLLEGE faculty, staff, students, visitors, invitees and guests in any way caused by or arising from, incident to, connected with or growing out of the use or occupation of the DISTRICT'S facilities by the College, or in any other manner caused by, arising from, incident to, connected with or growing out of the condition or state of repair of the DISTRICT'S facilities occupied or used by the College, occasioned by or in connection with the use or occupation of the DISTRICT'S facilities in the performance of any activities taking place on the DISTRICT'S facilities permitted by the Intergovernmental Agreement during the

term of said Intergovernmental Agreement, regardless of whether the COLLEGE'S insurance carriers deny coverage of any such damages, losses, costs, expenses and attorney fees.

12. FINGER-PRINT BASED CRIMINAL HISTORY RECORDS CHECK –

The COLLEGE shall perform finger-print based criminal history records checks on all COLLEGE employees providing services at the DISTRICT's facilities. The finger-print based criminal history records check shall be sufficient to satisfy the DISTRICT's obligation under Sections 10-21.9 and 34-18.5 of the Illinois School Code (105 ILCS 5/10-21.9 and 105 ILCS 5/34-18.5). The cost of such records checks shall be the sole responsibility of the COLLEGE.

13. TERMINATION OF AGREEMENT - Upon thirty (30) days written notice, the COLLEGE or the DISTRICT may terminate this Agreement or any renewal thereof. Classes in session at the time of termination shall be permitted to complete the then current term under the terms and conditions stated herein.

14. NOTICE - Any notice required or permitted under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail, or certified mail, postage prepaid addressed:

If to the COLLEGE:

Angela Latham
Vice President, Academic Affairs
Triton College
2000 Fifth Avenue
River Grove, Illinois 60171

cc: Sarie E. Winner
Kusper & Raucci Chartered
30 North LaSalle Street

Suite 3400
Chicago, Illinois 60602

If to the DISTRICT:

Cheryl Witham
Chief Financial Officer
Oak Park/River Forest High School
201 N. Scoville
Oak Park, Illinois 60302

15. **NON-DISCRIMINATION** – Neither party shall discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap, an unfavorable discharge from military service, or any other factor as prohibited by law. Each party certifies that it is an equal opportunity employer.

16. **COMPLIANCE WITH ILLINOIS HUMAN RIGHTS ACT** – Each party certifies that it maintains a written sexual harassment policy in conformance with 775 ILCS 5/2-105. If either party has more than 25 employees, each party certifies that it provides a Drug Free Workplace in compliance with the Drug Free Workplace Act. 30 ILCS 580/1 et seq.

17. **GOVERNING LAW** – This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without giving effect to the principles of conflict of laws. All suits, actions, claims and causes of action relating to the construction, validity, performance and enforcement of this Agreement shall be brought in the Circuit Court of Cook County.

IN WITNESS THEREOF, an authorized representative of Triton College executes this Agreement in the representative's official capacity only and the representative shall have no personal liability under this Agreement.

This Agreement may be executed in one or more counterparts, which together shall be deemed to be one and the same document following approval and execution by the Board of Trustees of each party.

FOR THE COLLEGE:

Triton College
River Grove, Illinois

SIGNATURE ATTESTING

Mark R. Stephens, Chairman
President
Board of Trustees of Triton College

Diane Viverito
Secretary
Secretary of the Board of Trustees

FOR THE DISTRICT:

Oak Park/River Forest High School
Oak Park, Illinois

SIGNATURE ATTESTING

Dr. Ralph Lee,
President Protempore
Board of Education

John C. Allen IV,
Secretary
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 Witham, Chief Financial Officer
DATE: April 29, 2010
RE: Collaboration for Early Childhood

BACKGROUND

Oak Park and River Forest High School has entered into an agreement for consulting services with the Collaboration for Early Childhood on an annual basis since August of 2003.

SUMMARY OF FINDINGS

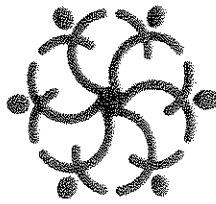
At this time the Collaboration for Early Childhood Care and Education is asking for a two year contract with a cost of \$30,000 for each year.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To approve a two year Agreement with the Collaboration for Early Childhood Care and Education with a cost of \$30,000 for each year.

ROLL CALL VOTE

AGENDA ITEM VIII. G.



Collaboration
for Early Childhood
Care & Education

April 12, 2010

Ralph Lee, President
Attila Weninger, Superintendent
Oak Park River Forest High School District 200
201 North Scoville
Oak Park, Illinois 60302

Dear President Lee, Superintendent Weninger and Board Members:

In 2009, with the support and participation of the High School, the Collaboration adopted *A Strategic Plan for Oak Park: The Partnership for Human Development* (PHD). PHD envisaged a comprehensive, integrated system of high quality early childhood care and education for all children. The system is comprised of five interrelated strategies: early intervention; professional development; parent support; assuring access to resources by the hardest to reach, most vulnerable families; and establishing an information system. I am very pleased to report that over the past year the Collaboration has made substantial progress towards the implementation of this systemic approach, and look forward to sharing the details with you.

In order to sustain the effort to build a solid foundation for generations of future OPRF students, it is crucial that the High School continue to play a leading role. This year we are asking District 200 to make a two year commitment and provide \$30,000 each year in support of the expanded services and operation of the Collaboration. In doing so, the High School would be joining other jurisdictions in ramping up support at this pivotal point.

Our programs have grown substantially since the adoption of PHD. We are eager to inform you about our work over the past year and plans for 2011. These include:

- Professional development activities funded by the Grand Victoria Foundation that enable us to provide ongoing support to unaccredited child care center directors, including the director of the RFCC at Oak Park River Forest High School to work with staff members to create and act on individual and center professional development plans.
- Coordination of recruitment of at-risk children, quality assurance and professional development for publicly funded Preschool for All programs run by District 97, Oak Park and River Forest Day Nursery, and ABC Toon Town, and the Head Start program.
- Revision of the Early Childhood Resource Directory.
- Providing hearing and vision screenings for 1,200 preschool (3-5 year old) children in child care centers and preschools.

- Coordinating our Physicians' Network, and supporting their efforts to focus on critical developmental and referral issues confronting health care providers working with young children and their families.
- Initiating a consent based data collection effort, which is a critical first step in the eventual establishment of a P – 20 information system.

The Collaboration has also made significant organizational changes. It has organized its goals and programs to align with the four task force structure articulated in PHD to maximize Oak Park's ability to leverage and integrate services.

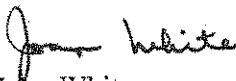
During spring, 2009, the Collaboration determined that the growth contemplated in the strategic plan highlighted the need for an executive director to develop, direct and coordinate its program and fundraising. Carolyn Newberry Schwartz began to serve as the Executive Director in July 2009. The Collaboration also established its first physical office in July 2009.

In August 2009, the Collaboration adopted a "resource development plan "Foundations for Success" and initiated a major gifts campaign. The campaign was seeded by 2 major multi-year gifts totaling \$30,000; a total of \$57, 470 has been raised through the 3rd quarter of the year.

The Collaboration's current year budget is attached. It is anticipated that the 2010 – 2011 budget will be similar, reflecting the continued growth and implementation of PHD over the last year and a half. The current State fiscal crisis continues to stymie our efforts to secure significant, stable funding streams to support key aspects of our strategic plan. This is why the Collaboration has moved quickly to inaugurate the individual gifts campaign. However, we anticipate reaching our goal of \$150,000 in individual gifts incrementally over a multi-year period. Additionally, other local jurisdictions (District 97 and Oak Park Township) have significantly increased their contributions to help assure the progress and sustainability of the Partnership for Human Development.

Again, we thank you for your leadership in promoting the growth of the Collaboration. We sincerely hope that you will favorably consider this request. We do believe that our efforts will provide significant benefits for your future students.

Very sincerely,



Joan White
Convenor



Collaboration for Early Childhood Care & Education

MEMBERSHIP: The Collaboration is a unique, voluntary public/private partnership whose participants include all local jurisdictions- the village, park district, township, elementary and high school districts, the library – as well as Concordia University, Triton College, preschools, childcare centers and home providers. Since its inception eight years ago, the Collaboration has initiated a substantial number of programs designed to further the goal of assuring that all children in Oak Park have high quality early childhood experiences.

MISSION: To foster high quality early care and educational experiences and support to families so that all children will have the opportunity to develop their full potential, and feel loved and valued in our caring, diverse community.

RECOGNITION: The Collaboration was the model for the statewide Early Learning Council, established as the result of legislation originated by Don Harmon, which developed the *Illinois Preschool for All* proposal. In 2007, the Collaboration was awarded the first ever Community Impact Award by the United Way of Oak Park, River Forest, and Forest Park. In 2008 it received the Staszak Award for its contribution to the well being of children in Oak Park, the first time the award has gone to an organization, not an individual.

FISCAL YEAR 2009 ACCOMPLISHMENTS/PROGRESS TOWARDS GOALS

With funding support and participation from the District 200 and the Village of Oak Park, the Collaboration completed the planning process to develop a comprehensive early childhood care and education system that supports all families and promotes kindergarten readiness. The plan was formally adopted in January 2009. The Collaboration has moved on some key aspects of the plan, and made organizational changes to support its implementation. The Executive Summary for *Investing in Oak Park's Future: A Strategic Plan for the Partnership for Human Development* serves as the organizing framework for the Collaboration for the next 3-5 years. It provides an ambitious plan for establishing a comprehensive, integrated system of high quality early childhood care and education for all children. It also establishes clear measurements to assess our progress. Over the past year the Collaboration has made substantial progress towards the implementation of this systemic approach.

Goal 1: To ensure that all at-risk children in Oak Park attend high quality preschool (part-day or enriched full day) and to ensure that all publicly funded preschool programs in Oak Park provide the educational experience needed for children to arrive at kindergarten ready to succeed.

In June, 2009, the Oak Park Elementary School District 97 Board of Education granted the Collaboration \$40,000 for a minimum of two years to underwrite the coordination of recruitment of at-risk children to publicly funded preschool programs (ABC Toon Town, Oak Park River Forest Day Nursery, District 97, and CEDA Head Start), as well as quality assurance and professional development within the programs.

Outreach and Recruitment: The Collaboration has established relationships with 21 social service providers to create referral and communication processes in an effort to ensure at-risk children are enrolled in the programs. The Collaboration has also identified outreach strategies and engaged an outreach worker to increase awareness of the preschool programs including recruitment at WIC offices, encouraging building owners and managers to provide information to families with young children in their buildings, and conducting outreach at hair and nail salons, grocery stores, churches and so on.

Additionally, the 4 agencies offering publicly funded preschool have agreed to use the same eligibility criteria and screening tool to determine whether children qualify for their programs. (Head Start uses somewhat different criteria – age and income only—but will use the same screening tool.)

Curriculum and Instruction: The Coordinator for the Publicly funded Preschool Programs spends time each month visiting and observing each program. Based on areas mutually identified for improvement, the Coordinator provided the following training: *Behavior Management: Guidance not Discipline, Misbehavior or Mistaken Behavior?, Child Development, Developmentally Appropriate Practice, Academic Versus Play Debate, Stages of Play: Cognitive and Social, How Teachers Talk to Children, Pre Math through the Arts, Literacy in our Natural World, Print Rich Environments, Communication Skills: Team Work, Parent-Child Activities, and Project Approach.*

Common Screening and Assessment

The four publicly funded preschool programs have agreed to use ESI-R as a common screening tool and Teaching Strategies GOLD Assessment System to assess the children's growth and learning. This will help to assure a higher quality of data in assessing the impact of the programs and areas for improvement.

Goal 2: To develop an Information System that describes Oak Park's very youngest children and leads to a consent based data collection effort that tracks the impact of the Collaboration's programs.

Through a commitment by the Oak Park Township in January 2010 to provide \$10,000 funding per year for 2 years, the Collaboration is implementing critical first steps toward establishing a comprehensive information system about our very youngest children and the impact of our efforts. This initial funding supports the development of an Information System to support the work of the Publicly Funded Preschool Programs. It is comprised of 3 components:

- Child Population Component that includes data on the number and location of Oak Park's at-risk preschool children;
- Recruitment and Referral component that will track data to provide information about which recruitment and retention strategies are most effective amongst hardest to reach families;
- Voluntary Child Outcome component to track the impact of participation in the programs.

A committee comprised of 4 people with expertise in database development and management and system interaction has been formed to guide this effort. The Collaboration has secured pro

bono legal services from Proskauer Rose LLP, through the Community Economic Development Law Project.

Goal 3: To increase participation in professional development activities by early care and education providers and to promote and support involvement of the providers in Illinois State quality enhancement initiatives.

The goal of the Collaboration's professional development programs is to improve the quality of early childhood education programs by engaging staff in regular and increasingly intensive professional development activities. The Collaboration focuses its efforts on 11 unaccredited centers caring for over 600 predominantly low-income children; a strategy that allows us to maximize our limited resources and leverage support from foundations. It has been a conduit of information, support, and training for centers through four core professional development programs.

On-Site Training: During the summer and fall 2009, 104 staff at 11 sites participated in the On-Site Training Program, which consisted of six, one-hour workshops developed by the Collaboration based on best practices in early childhood education and titled *Foundations in Literacy*. In addition to the training, each center that participated was given 13 children's books for use in their programs.

The six workshops were: *What is Literacy and Why is it Important?*, *Reading Aloud to Children*, *Developing Oral Language*, *Building Phonological Awareness*, *Beyond the library Corner: A Print-Rich Classroom Environment*, *Building Partnerships: Helping Parents Promote Literacy*

Creating Professional Development Plans: Through a grant from the Grand Victoria Foundation, the Collaboration is working with 10 targeted centers including Oak Park River Forest High School Program at the River Forest Community Center to establish individualized professional development plans for each staff member. Directors will be supported by the Collaboration as they work to use their staff's plans to create a Center Professional Development Plan. The Collaboration will also provide 2 hours of training to staff and up to 4 hours of training and follow-up technical assistance to directors at the targeted centers on parent engagement and communication.

Quality Rating Scale: The Grand Victoria Foundation has also provided funding to the Collaboration to provide intensive mentoring and technical support to 3 targeted centers to support their engagement in the Illinois Quality Rating System (QRS). This effort began in December 2009. Centers are scored on a scale of 1-4, with 1 being the lowest score. The rating scale quality indicators include the physical environment, staff educational levels, curriculum, administration and leadership. The goal is to increase the score by at least 1 point after a year of activity to address quality concerns based on each center's initial score. Most unaccredited centers in Oak Park score a 0 or 1 on the QRS based on pilot assessments.

Triton College Classes: In the fall semester of 2009, the Collaboration and Triton College partnered to offer a two - hour course, "The Power of Guidance in Classroom Management". Eleven childcare providers and preschool teachers and aides completed the class. Nine students

are enrolled in a 3-hour course: Early Childhood Development offered through Triton College during the spring semester 2010.

The Early Childhood Development Course is a foundation course that will position the students to move towards a college degree or to connect to the Illinois Early Childhood Career Lattice. During the spring of 2010 and over the next fiscal year, the Collaboration will work to support provider's participation in degree programs and the Illinois Career Lattice programs by providing counseling, information and referrals along with college level classes. Over the past year, the Collaboration worked with students to help them access tuition reimbursement funds administered by Illinois Action for Children. The Collaboration plans to continue use of these funds with the addition of the Illinois Board of Education's Gateways to Opportunity funding to support early childhood professionals in pursuit of higher education.

Director's Roundtable: The Director's Roundtable is a formal network of center directors from a wide range of early childhood programs, including many of the targeted centers. Monthly meetings (average attendance is 10-15) provide opportunities for peer learning, support, and training. During 2009 -2010, the focus of the Director's Roundtable included topics vital to systemic improvement of early childhood including creating professional development plans for each staff member and each center, how to include staff development in meetings, and a focus on healthy development of children including H1N1 readiness, nutrition, physical activities and environmentally sensitive practices in the child care and preschool settings.

Symposium: By leveraging tremendous volunteer resources in the community and raising additional funds from private sources, including District 97 PTOs, the Collaboration is able to offer a high-quality learning and networking opportunity free of charge to a broad-based audience. The 2010 Symposium, *Raising Ready Readers: Early Childhood Literacy* was held February 20, 2010 at Percy Julian Middle School with more than 350 early childhood educators, care providers and community members attending. Thirteen workshops were provided to attendees, in addition to a keynote address by Jim Alyesworth, a former District 97 teacher and noted author of many children's books.

Impact: In 2005, 10 of the 11 unaccredited centers that were targeted by the Collaboration were largely disengaged from professional development and quality enhancement activities. By 2008, four centers were demonstrating a commitment to quality enhancement by engaging in state-level systems that allow them to access supplemental funding from state programs (Quality Rating System and/or Preschool for All); over the past fiscal year seven centers were engaged in at least 3 of our professional development components.

Goal 4: To ensure that all children birth to five receive periodic developmental screening and to ensure that health care and early childhood care and education providers are informed about issues that impact children's optimal development.

The Physicians Network: In July 2008, the Collaboration launched the Physician's Network to promote a stronger connection between the early childhood community and health practitioners and to increase their awareness of early childhood developmental issues and services. During fiscal year 2010, the mailing list for the Physicians Network grew to 200 pediatric and family

practice doctors, and physician's assistants. To date, an average of 30-40 physicians have attended 4 different breakfast meetings. The most recent breakfast in February 2010 focused on perinatal/post partum depression screening and a May breakfast will focus on oral health. Physicians received Continuing Medical Education credits for attending the meeting, an added incentive. During 2010 the Steering Committee of the Physicians Network published its first newsletter and plans to publish one at least 2 times each year.

Hearing and Vision Screening: During winter, 2009, the Village of Oak Park discontinued its hearing and vision screening program for preschool age children due to budget constraints. Because of the critical importance of this screening, the Collaboration determined to undertake this program despite inadequate support from the State of Illinois. During the 2010 fiscal year, the Collaboration has provided hearing and vision screening to Oak Park's approximately 1,200 preschool age children in child care and preschool settings. It also provided monitoring support to assure that parents follow up on referrals.

Goal 4: To offer a continuum of services to all families with children birth to five.

Directory: The Collaboration revised and published the 2010 edition of the Early Childhood Resource Directory in January 2010. This biennial publication presents information on community organizations, child care centers, and other resources in addition to material on selecting quality providers, health and safety, transitioning to kindergarten, and early reading activities. Fifteen thousand copies will be distributed throughout the community. The Collaboration also plans to make it available on line.

Community Awareness: The Collaboration hosts an annual panel discussion of District 97 kindergarten teachers and administrators titled *Kindergarten and Your Child*. Parents are invited to learn ways to help their children get off to a great start in school. In 2009 it drew 125 participants. This spring, the program is scheduled of April 20, 2010. The Collaboration co-sponsored TV Tune Out week with the Oak Park and River Forest Public Libraries.

Parent Engagement: In partnership with member organizations, the Collaboration is exploring systemic strategies for engaging and supporting parents in their role as their children's first, and most important teachers. In 2008 and 2009, Parenthesis and the Collaboration submitted a joint application to the Illinois State Board of Education for a grant through the Prevention Initiative to implement the research-based Parents As Teachers home visiting program. The proposal was deemed eligible for funding in 2008, but was not awarded funding. No new grants were made for fiscal year 2010 due to State budget woes. The two organizations will reapply for funding in future years if and when the State fiscal situation improves, and continue to explore alternative sources of funding.

Advocacy: The Collaboration has been working with key stakeholders to educate Oak Park residents about the impact of the state fiscal crisis on Oak Park jurisdictions, service providers and their ability to maintain programs and services. The Collaboration is represented on the Illinois Early Learning Council, and members are active in several of its committees.

Additional Activity in 2009-2010

- During Spring, 2009, the Collaboration decided that the growth contemplated in the strategic plan highlighted the need for an executive director to develop, direct and coordinate its program and fundraising. Carolyn Newberry Schwartz began to serve as the Executive Director in July 2009.
- In August 2009 the Collaboration adopted a "Resource Development Plan" and initiated a major gifts campaign. The campaign was seeded by 2 major multi-year gifts totaling \$30,000; a total of \$57, 470 has been raised through the 3rd quarter of the year.
- The Collaboration established its first physical office in July 2009.

MAJOR INITIATIVES 2011

Publicly Funded Preschool Coordination

Work with the publicly funded preschool programs will continue to focus on finding and enrolling children from families who are most in need. Working on the curriculum, and instruction to assure that the programs offer high quality experiences is a paramount goal. Assuring appropriate use of the Teaching Strategies Gold Assessment system is a primary focus

Early Childhood Information System

Development of the information system, information sharing processes and protocols and learning to make good use of the data will be important efforts over the next year. Establishing protocols that allow for the use of the Illinois State Board of Education Student Identification Number, assigned to all children enrolled in Preschool for All programs, is a key step in creating an information system that will be useful to both District 97 and District 200 in understanding the educational history and experience of their students and in the development of a P-20 system.

Professional Development

The Collaboration anticipates that the work in the professional development area will continue along the same lines as that engaged in during the 2010 fiscal year.

- Developing center professional development plans that address staff needs at the targeted centers will continue through September. The Collaboration is seeking funding to be able to provide ongoing guidance and training for the directors and staff at targeted centers to implement the plans for fiscal year 2010 - 2011.
- The Parent Engagement Trainings will continue through September at the targeted centers. The Collaboration intends to ask the Grand Victoria Foundation to fund a continuation of center based training focusing on play as the primary method through which young children learn.
- The Directors Round Table, and Triton College classes are ongoing programs of the Collaboration. The Collaboration continues to engage with directors to assure that topics for the Round Table meet their needs. The Professional Development Coordinator will provide counseling and guidance to staff and directors around course work at the college level.
- The Symposium Committee recently identified the topic for its 2011 event: *Let's Work It Out*. The focus will be on developing children's problem solving skills, increasing emotional and social acuity, exploring the effect of classroom set-up and management on children's behavior, increasing children's ability to self regulate their behavior.

- Mentoring centers in the Illinois Quality Rating system through September 2010. The Collaboration is seeking funding to continue its mentoring with the 3 centers participating in the Quality Rating Scale QRS) to increase their scores further, and to begin to support 2 more centers engagement in QRS.

Developmental Screening and Referral System

The Collaboration will continue to promote increased connections between pediatricians, family practitioners and the early childhood community. Loyola University Medical Center has expressed an interest in placing its pediatric residents on site at Oak Park child care centers to screen children for developmental delays and to help to assure that identified children receive additional screenings and services when indicated. Both parties hope to pilot the program during fiscal year 2011. Additionally, the Collaboration has sought funding to develop a cohesive referral and follow-up process for physicians to use when they believe a child may have developmental delays and need additional tests and or services. Most doctors in the area find the early childhood developmental services sector fragmented and difficult to access.

Parent Information and Support

Illinois State budget woes have hampered the Collaboration's ability to expand a parent home visiting and education program beyond the pilot stage. During the next year, the Collaboration will continue to seek funding and identify ways to support parents of very young children. The Collaboration plans to revamp its web site during fiscal year 2011 which will allow for new and relatively low cost ways to provide parents with information they may need. It does not however, replace face-to-face contact, information and guidance that many parents need and or desire. The Collaboration will continue to host events to provide activities and information about key early childhood tasks and issues such as transitioning to kindergarten.

BUDGET INFORMATION

Sources of Funding/Leveraged Support

Since 2002, the Boards of all Oak Park jurisdictions have acted in support of the Collaboration. The jurisdictions endorsed the Collaboration's Vision and Goals and designated individuals to represent it at Collaboration meetings and allocated funding to support the Collaboration's budget. Financial support from local jurisdictions not only provides a stable operating base, but also allows the Collaboration to leverage critical resources from other public and private sources. Beginning in 2009-2010, the Collaboration began to seek increased support from the level that jurisdictions have maintained since spring, 2002. District 97 and Oak Park Township both increased their contributions very significantly to support the implementation of the strategic plan and committed to that funding through fiscal year 2011. The District 200, the Park District and Village are being asked to increase their level of support for fiscal year 2011.

2009-2010 Oak Park Jurisdictional Support

District 97	\$55,000
Village of Oak Park	\$15,000
District 200	\$15,000
Oak Park Township	\$10,000 (calendar year 2010)
Park District of Oak Park	\$2,500
Oak Park Public Library	\$1,650

Foundation, Corporate and Organizational Support

To date, the Collaboration has secured the contributions and grants following funding for FY 2009-2010:

Grand Victoria Foundation

\$30,000

Kraft Employee Fund and JPMorgan Chase

\$15,000 (carry over from previous year for current year activities)

Individual Donations

\$57,500

District 97 PTOs (Beye, Mann,)

\$4,300

State of Illinois

\$4,500

Whole Foods Market and Trader Joe's contributed food for the Symposium

Current Submissions:

American Academy of Pediatrics

\$12,000

District 200

\$30,000

Park District of Oak Park

\$5,000

Rotary Club of Oak Park River Forest

\$1,920

Planned Submissions:

Blowitz Ridgeway Foundation to support pilot of Pediatric residents conducting developmental screenings at child care centers

District 97 PTOs in support of the Symposium

Grand Victoria Foundation for a continuation grant to support Professional Development Activities.

JPMorgan Chase for Professional Development Programs

Illinois Department of Public Health for Hearing and Vision Screening

Oak Park River Forest Community Foundation



Collaboration
for Early Childhood
Care & Education

FY2009-2010 Budget

Description	Total Budget
INCOME	
Public Support (a)	98,500
Volunteer Support (b)	70,000
Government Support (c)	98,650
Interest Income (d)	1,000
Restricted Reserves (e)	7,360
Unrestricted Reserves (f)	20,605
TOTAL INCOME	296,122
EXPENSES	
Personnel (g)	50,599
Contracted Services – Program (h)	103,148
Contracted Services – Admin. (i)	27,540
Volunteer Services (j)	70,000
Insurance (k)	5,000
Operating Expenses (l)	21,000
Telephone/Telecommunications (m)	1,900
Postage/Shipping (n)	800
Printed Materials (o)	9,750
Rent (p)	3,000
License/Permits (q)	35
Agency Advertising (r)	300
Staff/Volunteer Development	3,000
Miscellaneous Expenses	50
TOTAL Expenditures	296,122

Budget Narrative

- Public Support includes all grants and gifts from foundations, corporations and individuals. This line item is significantly increased (\$43,000) from the previous fiscal year due to a **new** initiative to secure individual contributions in the form of major gifts.
- Volunteer Support includes all donated time from Collaboration volunteers.
- Government Support includes all funding from local governmental agencies.
- Interest reflects interest earned on money market and checking accounts
- Restricted Reserves are those funds received in a prior year designated for a specific expenditure in FY 09/10.
- Because of the growth in operations this year, the Collaboration approved use of fund balances. The hope is that increased fundraising activities will help to reduce the planned use of reserves. The Collaboration's reserves are more than adequate to cover the planned shortfall.

- g. Personnel reflects the cost of a .6 FTE Executive Director and an administrative assistant who works 7 hours per week.
- h. Contracted Services – Program include a coordinator who oversees professional development programming, works to coordinate the Vision and Hear Screening Program, and the Physicians Network. It includes a coordinator and Outreach Assistant to work in with the Publicly Funded Preschools Programs. Program Facilitators provide the training workshops for professional development, and the Visions and Hearing Screening Technician.
- i. Contractor Services – Admin. include a grant writer, computer consultant, auditors, bookkeeper, etc.
- j. Volunteer Services includes all activities performed by Collaboration volunteers.
- k. Insurance costs include the Collaboration's Directors and Officers and General Liability insurance, Professional Liability, Workers Comp. and so on.
- l. Operating expenses include program materials and supplies, food, site rental and other items used during the direct service of each program.
- m. Telecommunications covers the cost of the Collaboration's internet service, web hosting, telephone and fax lines.
- n. Postage and Shipping covers the mailing costs.
- o. Printed Materials includes fliers and publicity for the Collaboration's activities.
- p. Rent covers the cost of the new office at The Children's Clinic.
- q. License and Permits covers the cost of the Collaboration's annual filing.
- r. Agency Advertising covers the cost of advertising the Collaboration's activities.

AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT is made this first day of June, 2010 (hereinafter referred to as the "Effective Date"), by and between the COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION, an Illinois not-for-profit corporation, (hereinafter referred to as "Consultant"), and the BOARD OF EDUCATION OF OAK PARK RIVER FOREST HIGH SCHOOL DISTRICT NO. 200, COOK COUNTY, ILLINOIS, (hereinafter referred to as the "Board"), as follows:

1. Services. Consultant agrees to provide the Early Childhood Care and Education consulting services, described and specified more fully in Appendix A hereto (the "services"), under the direction of the Board's designee, Cheryl Hough, in Consultant's own offices, beginning on July 1, 2010, and continuing through (June 30, XXXX) unless earlier terminated or extended as provided herein. The Board agrees to provide Consultants with such information and be responsible for the activities specified in Appendix A.

2. Compensation. For all Services to be rendered by Consultant during the initial term of this Agreement, the Board shall pay Consultant a fee of \$XXXX. Such fees shall include Consultant's costs, if any, for telephone communications, postage, travel expenses, and other expenses incurred by Consultant in connection with the provision of the Services. The Board shall pay Consultant the agreed-upon compensation in one lump sum payment upon the Board's execution of the Agreement. Consultant shall be responsible for payment of all state and federal taxes in connection with its performance of the Services and receipt of compensation under this Agreement.

3. Relationship Between The Parties. Consultant is retained by the Board only for purposes and to the extent set forth in this Agreement, and nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties. Consultant shall be deemed at all times to be independent contractor and neither party has the authority to bind the other to any third person or to otherwise act in any way as the representative of the other, unless otherwise expressly agreed to in writing signed by both parties hereto.

4. Access. Consultant shall have access to such facilities, equipment and personnel of the School District which are necessary for the performance of any Services hereunder and only upon the permission of the Board or its designee.

5. Indemnification. Consultant does hereby indemnify and hold harmless the Board, its members, employees and agents from and against all claims, including reasonable attorney's fees, arising out of or in any way connected with the Consultant's performance or non-performance of any services hereunder.

6. Insurance. Consultant shall insure against all losses and damages which are the result of, the fault or negligence of Consultant in the carrying out the Services. Consultant will, if requested, produce a certificate of insurance showing that the necessary coverage is currently in force, and will also give the Board thirty (30) days written notice before the required insurance can be altered or cancelled.

7. Notice. Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail, registered or certified mail, postage prepaid, addressed:

If to the Board to

OPRF High School District 200
201 North Scoville
Oak Park, Illinois 60302
Attention: Superintendent

If to the Consultant, to:

Collaboration for Early Childhood Care and Education
320 Lake Street
Oak Park, Illinois 60302
Attention: Executive Director

8. Termination and Extension. This Agreement may be terminated at any time, for any reason, by mutual agreement of the parties or by giving thirty (30) days written notice by certified mail to the other party. Negotiations for an extension of this Agreement, if mutually requested, will be completed before June 1, 20 XX.

9. Entire Understanding. This Agreement contains all the terms agreed upon by the parties with respect to the subject matter of this Agreement and supersedes all prior agreements, agreements and communications between the parties concerning such subject matter, whether oral or written. Except as otherwise provided, no subsequent alteration, amendment, change or additional to this Agreement shall be binding upon the parties hereto unless reduced to writing and duly Authorized and signed by each of them.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

COLLABORATION FOR
EARLY CHILDHOOD CARE
AND EDUCATION, an Illinois
not-for-profit corporation

BOARD OF EDUCATION OF
OPRF HIGH SCHOOL
DISTRICT NO. 200
COOK COUNTY, ILLINOIS

By: _____

Its _____

By: _____

Its: _____

APPENDIX A

I. EARLY CHILDHOOD LEARNING CENTER AT OPRFHS

The Early Childhood Learning Center (hereafter “the center”) is an on-site, certified childcare center serving the needs of students, staff and the community. The center is an all day, week day program during the school year while the school is in session. The center offers services to children from infant to preschool. Priority placement is given to teenage parents who attend OPRFHS, then to the children of staff members and then to the general community.

The projects of the Collaboration described in this Appendix A will offer programs and services which the Collaboration will make available to the center. Specifically, the center may elect to:

- Enroll staff in college credit classes in early childhood at Triton College. Work with staff to receive full tuition reimbursements through Illinois State such as Gateways and Illinois Action for Children tuition reimbursement funds,
- Have its Director participate in monthly sessions of the Director’s Roundtable for the purpose of identifying and addressing issues of mutual concern in connection with the effective administration of early childhood programs.
- Arrange for the attendance of Director and staff of the Collaboration’s annual symposium.
- Participate in follow-up sessions to the Collaboration’s annual symposium.
- Receive, at no charge, copies of the most current edition of the *Early Childhood Resources Directory*. The number of copies required shall be determined by the center.
- Obtain the delivery of a series of workshops to staff of the center, at no charge.
- Access additional family resource materials available to the Collaboration.
- Obtain advice from Collaboration members regarding the selection of appropriate materials for use by the center.
- Receive, at no charge, reports of data analyses measuring changes in the early childhood experiences, outlooks, and practices of families in Oak Park.
- Participate in a workshop entitled “Kindergarten and Your Child”, designed to facilitate understanding of the transition from preschool or childcare to Kindergarten.

II. PROGRAMS AND SERVICES TO ASSURE THE SUCCESS OF ALL STUDENTS

The High School is embarked on a multi-year initiative to raise the achievement level for all students, with a special emphasis/ focus on underachieving students. Decades of research have established that much of the variance in student performance at the secondary level can be accounted for by the markedly different learning experiences in the earliest years prior to entry into kindergarten between children from more and less advantaged families. The Collaboration will undertake the following programs and services to address this differential:

- Partnering with District 97 to continue the Preschool for All/Head Start Coordinating Task Force. This initiative will coordinate outreach, recruitment, and program development to assure that all 200 publicly funded preschool slots in the community are filled by the most at-risk children, and that the providers housing these slots have high quality programs.
- Continue developing a voluntary data base of families with young children enrolled in the Publicly Funded Preschool Programs, with appropriate security features. This will provide the information spine for the a system, which would facilitate the continuous process of identification of families at risk, assessment, referral, and follow-up. It will enable assessment of progress on key measures of effectiveness. It will be the basis for the development of a P-20 system.
- Provide hearing and vision screening for all children enrolled in preschool and child care centers in Oak Park.
- The Physician's Network: Partner with local pediatricians and family practice doctors to promote timely developmental screenings and referrals.
- Partnering with Parenthesis and the Village of Oak Park to expand intensive parent coaching and support for at risk families. This is being piloted by Parenthesis through its Parents As Teachers home visiting program. Also the Village Health Department has a support program for Medicaid eligible mothers and infants, through the babies' first year; the Collaboration will seek to build upon, and extend this program.
- Promoting community wide engagement by childcare centers and staff in state-level systems that permit programs to access supplemental funding for quality improvements and staff to obtain salary supplements for undertaking professional development.
- Professional development activities for centers throughout the community, including the Director's Round Table, site based training, and college-credit courses offered through partnership with Triton College.

- Broadly distributing the Early Childhood Resource Directory throughout the Oak Park and River Forest. Hosting events to provide activities and information about key early childhood tasks and issues such as transitioning to kindergarten.

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

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

TO: Board of Education
FROM: Director of Assessment and Research
DATE: April 29, 2010
RE: Textbook Recommendation

BACKGROUND

At the Instruction Committee on April 22, 2010, the Board of Education reviewed new textbook proposals for the 2010-11 school year for consideration for approval.

SUMMARY OF FINDINGS

Please see the attached documents regarding the proposed texts, which were presented at the Instruction Committee meeting.

RECOMMENDATIONS

It is recommended that the Board of Education approve as part of the consent items the adoption of the textbooks for the corresponding courses for the 2010-11 school year.

Oak Park and River Forest High School

District 200

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

TO: Instruction Committee Members
FROM: Director of Assessment and Research
DATE: April 22, 2010
RE: Textbook Recommendations

BACKGROUND

New texts proposed for the 2010-2011 school year are presented here for consideration for approval by the Board of Education.

- The World Languages Division recommends the use of the following textbooks:
 - Revista by Jose A. Blanco for the course 485: Spanish 7-8A
 - Vergil: A Legamus (Transitional Reader) by Sienkewicz and Osburn for the course 407: Latin Poetry 5-6A/7-8A
- The Music Department of the Fine and Applied Arts Division recommends the use of
 - Modern Guitar Method Grade 2 by Mel Bay for the course 811: Intermediate/Advanced Guitar
- The English Division recommends the use of the following textbooks:
 - Women Write, edited by Susan Cahill, PhD, for the course 179: Women's Voices, Women's Vision.
 - The Watchmen by Alan Moore for the course 133: American Literature 1-2
 - Balzac and the Little Chinese Seamstress by Dai Sijie for the course 125A: World Studies 1-2
 - A Long Way Gone: Memories of a Boy Soldier by Ishmael Beah for the course 125A: World Studies 1-2
 - The Dew Breaker by Edwidge Danticat for the course 125A: World Studies 1-2
 - I Am The Messenger by Markus Zusak (Summer Read - Sophomore class [2013])
 - The Tempest Tales by Walter Mosley (Summer Read – Senior class [2011])
- The Special Education Department recommends the use of Into The Wild by Jon Krakauer for the course 1467: Contemporary Literature 1-2B
- The Driver Education Department recommends the use of Drive Right, Eleventh Edition by Crabb, Mottola, Thiel and Weaver for the course 920: Driver Education
- The Science Division recommends the use of the following textbooks:
 - Physical, Earth and Space Science by Thomas C. Hsu, PhD for the course 505: Physical Science 1-2
 - Conceptual Integrated Science by Hewitt, Lyons, Suchocki and Yeh for the courses 521, 523, and 525: Integrated Lab Science 1-2, 3-4, and 5-6
 - Astronomy: A Self-Teaching Guide by Dinah L. Moche for the course 552: Astronomy
 - Snorkeling Guide to Marine Life by Humann and DeLoach for the course S527: Field Marine Biology 1 (Summer Course)

- Physics: Principles and Problems by Zitzewitz, Elliott, Haase, Harper, Herzog, Nelson, Nelson, Schuler, and Zom for the course 535: Physics 1-2

SUMMARY OF FINDINGS

The Director of Assessment and Research has reviewed each textbook and recommends their adoption by the Board of Education.

World Languages Courses.

485: Spanish 7-8A. Revista focuses on making an easier and more stimulating way for students to participate in lively conversations in Spanish class as they explore a broad range of topics corresponding to each lesson's engaging theme. It offers abundant opportunities for students to engage in conversations on a number of captivating topics of an interdisciplinary nature. The themes, readings, films and exercises of Revista, along with its unique magazine-like presentation, were specifically chosen to capture the student's interest and imagination.

407: Latin Poetry 5-6A/7-8A. The Legamus Transitional Reader is an innovative text that forms a bridge between the initial study of Latin via basal textbooks and the reading of authentic author texts. The series of texts is being developed by a special committee of high school and college teachers to facilitate this challenging transition. This text will allow students a smooth entry into reading, understanding, and appreciating the major aspects of the *Aeneid*.

Fine and Performing Arts (Music Department).

811: Intermediate/Advanced Guitar: Mel Bay's Modern Guitar Method is the premier guitar course of instruction. Grade 2 contains a wealth of studies designed to enhance the learning of all concepts taught. The text includes instruction in alternate picking, triplets, thirds, second position, and chord/scale studies in the keys of F, D minor, D major and B minor. This literature includes music from many different cultures over many centuries.

English Courses

125A: World Studies 1-2. Balzac and the Little Chinese Seamstress is an enchanting tale about the magic of reading and the wonder of romantic awakening. The story is based on two hapless city boys from China who are exiled to a remote mountain village for re-education during China's infamous Cultural Revolution. A Long Way Gone: Memoirs of a Boy Soldier is based on the author's story of fleeing attacking rebels in Sierra Leone and being drafted into the government army at age 13 before being saved by UNICEF. The author describes how he learned to forgive himself, to regain his humanity and finally, to heal. The Dew Breaker explores themes of redemption among refugees from Haiti's Baby Doc Duvalier dictatorship, the immigrant experience in New York City, and gender issues in the US and Haiti.

133: American Literature 1-2. The Watchmen is set in an alternate 1985 America in which costumed superheroes and the "Doomsday Clock" – which charts the USA's tension with the Soviet Union--are part of the fabric of everyday society,.

179: Women's Voices, Women's Visions. A wide-ranging collection of extraordinary works of the most brilliant fiction, poetry, memoirs, letters and essays by women, Women Write includes writings of established authors such as Mary Shelley, Sylvia Plath, Alice Munro and Maya Angelou along with lesser known authors as Mary Lavin and Eudora Welty.

English Summer Reading

Sophomore class (2013). I Am The Messenger is an award winning novel chosen for its high interest, readability, and the innate goodness of the protagonist. As the unlikely hero attempts to complete challenges given him by an unknown all-knowing mysterious figure, he also copes with typical young adult dilemmas. The first-person narrative voice is genuine and his decision-making is age appropriate.

Senior class (2011). The Tempest Tales is an allegory about an unlikely hero who questions God's decision to send him to Hell after he's died. The hero, a Black man who has lived in the "hood" his whole life, has survived by his wits. This protagonist attempts to explain his way out of his post-life sentence and God gives him the chance. This book will be an easy, fast read for all our seniors but there are numerous elements which will lead to lively discussions in all levels of Senior English courses.

Physical Education

920: Driver Education course. Drive Right, Eleventh Edition is an updated edition to reflect the changes to new traffic laws and teaching practices. The pictures, charts and graphs have been updated as well. The new teacher's companion contains a digital interactive PowerPoint section and updated instructional material.

Special Education

1467: Contemporary Literature 1-2B. Into the Wild is an engaging, character-driven true story about a recent college graduate discovering himself and the world, only to have the most tragic ending in the Alaskan wilderness. The theme of the story is acceptance and embracing others.

Science Department

505: Physical Science 1-2. Physical, Earth and Space Science was selected in a collaborative effort between the Science Division and a Reading specialist. The text is particularly beneficial in its organization. It is laid out in a two column format. A bold word or phrase is set to the left of each paragraph of text. The word or phrase summarizes the main idea of the paragraph and each page is designed to cover one main idea. Practice problems follow each section.

521, 523, 525: Integrated Lab Science 1-2, 3-4, 5-6. Conceptual Integrated Science will be used for all three years of the Integrated Lab Science curriculum. It has compact text with adequate diagrams, explanation and self-tests perfect to supplement the Integrated Lab Science Course. Highlights are more depth (especially in biology topics), more questions in the book, and longer passages.

552: Astronomy. Astronomy: A Self-Teaching Guide has more compact text with adequate diagrams, explanation and self-tests perfect to supplement the technology of the Astronomy course. This text is written at a high school level and covers all topics effectively.

S524: Field Marine Biology 1 (Summer Course). Snorkeling Guide to Marine Life is the first comprehensive, photographic identification reference designed specifically for the snorkeling naturalist. The 260 displayed species all inhabit waters from 15-foot depths to shore. This feature, combined with the book's user-friendly format, makes the quick, accurate identification of shallow-water species possible for the first-time snorkeler as well as veterans of many underwater outings.

565: Physics 1-2. Physics: Principles and Problems has a large variety of easy, medium and hard questions/problems. Among our reviewers, the text scored a 4 (on a scale from 1 to 5) for having a variety of tutorial support links and a quality of "to try" style questions for students. The text layout is smooth and easy to follow.

RECOMMENDATIONS

It is recommended that the Instruction Committee recommend that the Board of Education approve the adoption of the above-named textbooks for the above-named courses at its regular Board of Education meeting on April 29, 2010.

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: World Languages Course Name(s): Spanish 7/8A
Course Code(s): 485
Grade Level of Course: _____

CHECK APPROPRIATE BOX ☐ Core Text ☒ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Revista

Author(s): José A. Blanco

Publisher: Vista Higher Learning

Copyright Year: 2010 Edition: 3rd

ISBN #: 978-1-60007-8569

Type of Cover: Soft OPRFHS Bookstore Cost to Student: \$ 94.50

Please complete the appropriate portion below. **If text replaces a book, please provide a copy of the current text.**

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title:	Title:
Publisher:	Publisher:	Publisher:
Year of Adoption:	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: _____ (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text: Currently, we do not have a textbook for this course. We would like to use this book as a supplement to what we are currently doing. In addition, this book is geared towards conversation, which is our main goal for
Evidence of Title IX and Cultural Pluralism: the students.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Instruction.)

Division Curriculum/Textbook Selection Committee: Stephanie Oliver
Juan P. Ruiz
Dana Tolomeo

Division Head: C. Sals Date: 3/12/10

Director of Assessment & Research: Angela Dief Date: 3/29/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: World Languages Course Name(s): Latin Poetry 5-6 A/7-8A
 Course Code(s): 407
 Grade Level of Course: 11/12

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Vergil A Legamus Transitional Reader
 Author(s): Thomas J. Sienkewicz & LeaAnn Osburn
 Publisher: Bolchazy-Carducci Publishers, Inc.

Copyright Year: 2008 Edition: 1 ISBN #: 978-0-86516-578-6

Type of Cover: paper OPRFHS Bookstore Cost to Student: \$ 36

Please complete the appropriate portion below. **If text replaces a book, please provide a copy of the current text.**

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: <u>A Song of War</u>	Title:	Title:
Publisher: <u>Prentice Hall</u>	Publisher:	Publisher:
Year of Adoption: <u>—</u>	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$ <u>39.97</u>	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 10.2 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text: The text contains passages from Books I, II and IV of Vergil's Aeneid. Each passage is accompanied by pre-reading materials, explanation of syntactical and grammatical usages, complete vocabularies and literary notes. Post-reading materials are also provided to further support the student's
 Evidence of Title IX and Cultural Pluralism: understanding of Vergil's style of writing.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Instruction.)

Division Curriculum/Textbook Selection Committee: Karen Mazzuchini
Mary Vyle Ben St...

Division Head: C. Saff Date: 4/7/10

Director of Assessment & Research: Angie Sleep Date: 4/9/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: FINE ARTS / MUSIC Course Name(s): INTERMEDIATE GUITAR
Course Code(s): _____
Grade Level of Course: 9-12

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Mel Bay's Modern Guitar Method Grade 2

Author(s): Mel Bay

Publisher: Mel Bay Publications, Inc.

Copyright Year: 1990/? 2006? Edition: _____ ISBN #: 0-87166-357-0

Electronic Format Available? ☒ No _____ Yes; describe: _____

Type of Cover: Soft OPRFHS Bookstore Cost to Student: \$ ~ 7.95

Please complete the appropriate portion below. This is a new course.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title:	Title:
Publisher:	Publisher:	Publisher:
Year of Adoption:	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: _____ (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

Mel Bay's Method Books have been standards in guitar teaching for decades. OPRF uses Book 1 for Beginning Guitar.

Evidence of Title IX and Cultural Pluralism:

The literature includes music from many different cultures over many centuries.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee:

Eloise Hlavach Arthur J. Duple

Division Head: [Signature]

Date: 4/8/10

Director of Assessment & Research: [Signature]

Date: 4/8/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: English Course Name(s): Women's Voices; Women's Visions
 Course Code(s): 179
 Grade Level of Course: 12

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Women Write
 Author(s): ed. Susan Cahill
 Publisher: New American Library
 Copyright Year: 2004 Edition: 1
 Type of Cover: pb.

ISBN #: 0-451-21121-9

OPRFHS Bookstore Cost to Student: \$ 12.60

Please complete the appropriate portion below. **If text replaces a book, please provide a copy of the current text.**

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title: <u>Top Girls</u>	Title: <u>Mrs. Dalloway</u>
Publisher:	Publisher: <u>Methuen Drama</u>	Publisher: <u>Harvest Books</u>
Year of Adoption:	Year of Adoption: <u>2009</u>	Year of Adoption: <u>2009</u>
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$ <u>13.31</u>	OPRFHS Bookstore Cost: \$ <u>13.37</u>

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 8.2 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

Huge range of authors (racially, economically, geographically diverse) displayed in many forms of writing (poetry, memoir and essay).
 Evidence of Title IX and Cultural Pluralism:
Shows the plurality of the feminine experience and diversity of the feminine voice.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Instruction.)

Division Curriculum/Textbook Selection Committee: [Signature]
[Signature]

Division Head: [Signature] Date: 3/24/10

Director of Assessment & Research: [Signature] Date: 4/6/10

Date of Approval by Board of Education: _____

OAK PARK AND RIVER FOREST HIGH SCHOOL

TEXTBOOK ADOPTION FORM

Division: ENGLISH Course Name(s): American Literature
 Course Code(s): 133
 Grade Level of Course: 11

CHECK APPROPRIATE BOX ☐ Core Text ☒ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: The Watchmen

Author(s): Alan Moore

Publisher: D.C. Comics

Copyright Year: 1986 Edition: _____

ISBN #: 9 780930 289232

Electronic Format Available? ☒ No _____ Yes; describe: _____

Type of Cover: Paper OPRFHS Bookstore Cost to Student: \$16.75 + tax

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: _____	Title: <u>Slaughterhouse Five</u>	Title: <u>The Crucible</u>
Publisher: _____	Publisher: _____	Publisher: _____
Year of Adoption: _____	Year of Adoption: _____	Year of Adoption: _____
OPRFHS Bookstore Cost: \$ _____	OPRFHS Bookstore Cost: \$ _____	OPRFHS Bookstore Cost: \$ _____

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 16.0 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

The most successful book I have ever taught. The book is extremely complex, and really challenges students' worldviews. Great philosophical discussions - great way to teach theme, symbolism, and plot. Very mature book that also has high interest with everyone (ev. style). Evidence of Title IX and Cultural Pluralism: Read & think about it. Only graphic novel to make time 100 best novels of all time

Diverse characters - variety of ethnicities

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: William Rogers

Paul D. McIntire

Division Head: S. Gervin

Date: 3/26/10

Director of Assessment & Research: Angie Seep

Date: 4/5/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: English Course Name(s): Summer read
Course Code(s): N/A
Grade Level of Course: Seniors (incoming)

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: The Tempest Tales

Author(s): Walter Mosley

Publisher: Black Classic Press

Copyright Year: 2008 Edition: 1 ISBN #: 9781416599494

Type of Cover: paper OPRFHS Bookstore Cost to Student: \$ 11.35 + tax

Please complete the appropriate portion below. **If text replaces a book, please provide a copy of the current text.**

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title:	Title:
Publisher:	Publisher:	Publisher:
Year of Adoption:	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 6.0 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

see attached

Evidence of Title IX and Cultural Pluralism:

see attached

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Instruction.)

Division Curriculum/Textbook Selection Committee: William R. [Signature]

Sue L. Donoghue [Signature]

Pete [Signature]

Division Head: S. Kevin [Signature]

Date: 4/13/10

Director of Assessment & Research: [Signature]

Date: 4/14/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: History/English Course Name(s): World Studies
Course Code(s): 125A
Grade Level of Course: 9

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Balzac and the Little Chinese Seamstress

Author(s): Dai Sijie

Publisher: Anchor Books: A division of Random House

Copyright Year: 2002 Edition: 1st ISBN #: 0-385-72220-6

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: paperback OPRFHS Bookstore Cost to Student: \$ 10.55

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title: <u>The Odyssey</u>	Title: <u>Romeo and Juliet</u>
Publisher:	Publisher:	Publisher:
Year of Adoption:	Year of Adoption: <u>blanket</u>	Year of Adoption: <u>1970</u>
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 9.3 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

tells a story of boys around their age; applauds the importance of education & literacy (a self-developed love of these) to transcend harsh realities of political oppression!

Evidence of Title IX and Cultural Pluralism:

Written by Chinese author about the rural countryside during the Cultural Revolution

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum Textbook Selection Committee: [Signature]
[Signature]
[Signature]

Division Head: [Signature] Date: 11/30/09

Director of Assessment & Research: [Signature] Date: 4/6/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: History/English Course Name(s): World Studies
Course Code(s): 125A
Grade Level of Course: 9

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: A Long Way Gone : Memoirs of a Boy Soldier

Author(s): Ishmael Beah

Publisher: Sarah Crichton Books - Farrar, Straus, & Giroux

Copyright Year: 2007 Edition: 1st ISBN #: 978-0-374-10523-5

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: paperback OPRFHS Bookstore Cost to Student: \$ 9.70

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title: <u>The Odyssey</u>	Title: <u>Romeo and Juliet</u>
Publisher:	Publisher: <u>Folger</u>	Publisher: <u>Folger</u>
Year of Adoption:	Year of Adoption:	Year of Adoption: <u>1970</u>
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$ <u>14.25</u>	OPRFHS Bookstore Cost: \$ <u>5.34</u>

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 6.9 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

Central character relatable (young boy); autobiography; written in easily accessible language; riveting

Evidence of Title IX and Cultural Pluralism:

Written by a recent college graduate (his own story) who escaped from life as a child soldier in Sierra Leone.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: [Signature]
[Signature]
[Signature]

Division Head: [Signature]

Date: 11/30/09

Director of Assessment & Research: [Signature]

Date: 4/6/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: History/English Course Name(s): World Studies
Course Code(s): 125A
Grade Level of Course: 9

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: The Dew Breaker

Author(s): Edwidge Danticat

Publisher: Vintage Contemporaries: A Division of Random House

Copyright Year: 2004 Edition: 1st ISBN #: 1-4000-3429-9

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: paperback OPRFHS Bookstore Cost to Student: \$ 11.30

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title: <u>The Odyssey</u>	Title: <u>Romeo and Juliet</u>
Publisher:	Publisher: <u>Faber</u>	Publisher: <u>Folger</u>
Year of Adoption:	Year of Adoption: <u>blanket</u>	Year of Adoption: <u>1970</u>
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$ <u>14.25</u>	OPRFHS Bookstore Cost: \$ <u>5.34</u>

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 9.9 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

Explores themes of redemption and new beginnings when transgressions were committed in a political context; post modern/shattered plot line unfolds via a series of vignettes & personal stories; prosaic writing style

Evidence of Title IX and Cultural Pluralism:

Examines the political setting of Haiti's dictatorship, the immigrant experience in New York City; gender issues in U.S. and Haiti.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: [Signature]

[Signature]

[Signature]

Division Head: [Signature]

Date: 11/30/09

Director of Assessment & Research: [Signature]

Date: 3/29/10

Date of Approval by Board of Education: _____

OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM

Division: English Course Name(s): Summer Read
Course Code(s): N/A
Grade Level of Course: Sophomore (incoming)

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: I am the Messenger

Author(s): Markus Zusak

Publisher: Alfred A. Knopf

Copyright Year: 2002 Edition: 1 ISBN #: 9780375836671

Type of Cover: paper OPRFHS Bookstore Cost to Student: \$ 7.25 plus tax

Please complete the appropriate portion below. **If text replaces a book, please provide a copy of the current text.**

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title:	Title:
Publisher:	Publisher:	Publisher:
Year of Adoption:	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 4.3 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

See attached

Evidence of Title IX and Cultural Pluralism:

See attached

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Instruction.)

Division Curriculum/Textbook Selection Committee: William R. Brown

Joe A. Donoghue John D. Hill

Division Head: S. Kevin

Date: 4/13/10

Director of Assessment & Research: Hugh Sleep

Date: 4/14/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

J.P. Coughlin

Division: SPED Course Name(s): Contemporary Literature 1-2
Course Code(s): 14671/14672
Grade Level of Course: 12

CHECK APPROPRIATE BOX ☐ Core Text ☒ Supplementary Text (Novel)

(A copy of the proposed text must accompany this form.)

Title: Into The Wild

Author(s): Jon Krakauer

Publisher: Anchor Books

Copyright Year: 1996 Edition: 1st ISBN #: 0-385-48686

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: Paperback OPRFHS Bookstore Cost to Student: \$ 13.95

Please complete the appropriate portion below. → 5 other novels used between #8-#15 Titles on reverse

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: <u>N/A</u>	Title: _____	Title: _____
Publisher: _____	Publisher: _____	Publisher: _____
Year of Adoption: _____	Year of Adoption: _____	Year of Adoption: _____
OPRFHS Bookstore Cost: \$ _____	OPRFHS Bookstore Cost: \$ _____	OPRFHS Bookstore Cost: \$ _____

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 7.8 (See reverse for instructions.)
Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text: Engaging, character driven true story about a recent college grad discovering himself and the world, only to have the most tragic ending in the Alaskan wilderness.

Evidence of Title IX and Cultural Pluralism:

● Main character and theme of story is accepting and embracing others.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: Bill Young
Andrea Hummer Arlene

Division Head: Linda Cade Date: 4/12/10

Director of Assessment & Research: Angela Seif Date: 4/13/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: Driver Education/Physical Education Course Name(s): Driver Education
Course Code(s): 920
Grade Level of Course: 10-11-12

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Drive Right
Author(s): Crabb, Mottola, Thiel and Weaver

Publisher: Pearson

Copyright Year: 2010 Edition: 11 ISBN #: 0-13-367266-2

Electronic Format Available? No X Yes; describe: Online Companion

Type of Cover: Soft OPRFHS Bookstore Cost to Student: \$ 43.00

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: Drive Right 10 Edition	Title: Study Drive Right Workbook	Title:
Publisher: Pearson	Publisher: Pearson	Publisher:
Year of Adoption: 2000	Year of Adoption: 2010	Year of Adoption:
OPRFHS Bookstore Cost: \$26.80	OPRFHS Bookstore Cost: \$12.50	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 8.6 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

The book has been updated to reflect the changes to new traffic laws and teaching practices. The pictures, charts and graphs have been updated as well. The new teacher's companion contains a digital interactive PowerPoint section and updated instructional material.

Evidence of Title IX and Cultural Pluralism:

The book has strong representation of gender equity and multi-culturalism.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee:

Grandma Zales My Kotu James E. Muelers Long Brown

Division Head: Val Crabb

Date: 3-9-2010

Director of Assessment & Research: Angie Seip

Date: 3/29/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: Science Course Name(s): Physical Science
Course Code(s): 5052
Grade Level of Course: 9th

CHECK APPROPRIATE BOX

☒ Core Text

☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Physical, Earth and Space Science

Author(s): Thomas C. Hsu, Ph.D.

Publisher: CPO Science

Copyright Year: 2010 Edition: First ISBN #: 978-1-60431-097-9

Electronic Format Available? No ☒ Yes; describe: The book is available as an electronic text on a DVD

Type of Cover: Hardcover OPRFHS Bookstore Cost to Student: \$ 79.20

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: Science Spectrum	Title:	Title:
Publisher: CPO Science	Publisher:	Publisher:
Year of Adoption: <u>2002</u>	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$79.20	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 9.7 GLE

Positive Qualities of the Proposed Text:

The text is laid out in a two column format. A bold word or phrase is set to the left of each paragraph of text. The word or phrase summarizes the main idea of the paragraph and each page is designed to cover one main idea. Practice problems follow each section and can be found at the reference pages: 153, 157, 176, 661 and 551 for evidence of Title IX and reference pages: 147, 177, 715, 529 and 448 for evidence of cultural pluralism.

Evidence of Title IX and Cultural Pluralism:

This text complies with the Title IX and cultural pluralism goals of the district.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee:

[Signature]
[Signature]

Division Head: William F. Thomas

Date: 4/8/10

Director of Assessment & Research: [Signature]

Date: 4/14/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: Science

Course Name(s): Integrated Lab Science 1-2, 3-4, 5-6

Course Code(s): 55211, 5212, 531, 5232, 5251, 5252

Grade Level of Course: 9-12

CHECK APPROPRIATE BOX

☒ Core Text

☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Conceptual Integrated Science

Author(s): Paul Hewitt, Suzanne Lyons, John Suchocki, and Jennifer Yeh

Publisher: Addison Wesley

Copyright Year: 2010 Edition: First

ISBN #: 978-0-13-135861-4

Electronic Format Available? No ☒ Yes; describe: eBook on Student Companion Website

Type of Cover: Hardbound OPRFHS Bookstore Cost to Student: \$ 129.91

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: Astronomy: Biology, Chemistry and Physics (3 books)	Title:	Title:
Publisher: Nelson Thornes Ltd.	Publisher:	Publisher:
Year of Adoption: 2002	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$93	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: Flesch-Kincaid Grade Level - 8.3 (See attached sheet)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

Compact text with adequate diagrams, explanation and self-tests perfect to supplement the Integrated Lab Science Course.

Evidence of Title IX and Cultural Pluralism:

This text complies with the Title IX and cultural pluralism goals of the district.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: [Signatures]

Division Head: William F. Sherry

Date: 4/8/10

Director of Assessment & Research: [Signature]

Date: 4/14/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: Science Course Name(s): Astronomy
 Course Code(s): 5521 and 5522
 Grade Level of Course: 12

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Astronomy: A Self-Teaching Guide

Author(s): Dinah L. Moche

Publisher: John Wiley and Sons Inc.

Copyright Year: 2009 Edition: Seventh ISBN #: 978-0-470-23083-1

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: Paperback OPRFHS Bookstore Cost to Student: \$ 20.16

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: Astronomy: A Self-Teaching Guide	Title:	Title:
Publisher: Wiley and Sons	Publisher:	Publisher:
Year of Adoption: 2007	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$18	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: 9.1 (See reverse for instructions.)

Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text:

Compact text with adequate diagrams, explanation and self-tests perfect to supplement the technology of the Astronomy course. It is low-cost, but highly readable and accurate.

Evidence of Title IX and Cultural Pluralism:

This text complies with the Title IX and cultural pluralism goals of the district.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: _____

Division Head: Walter Gurney

Date: 4/8/10

Director of Assessment & Research: Angela J. J. J.

Date: 4/14/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: Science Course Name(s): Field Marine Biology I
 Course Code(s): S527
 Grade Level of Course: 10-12

CHECK APPROPRIATE BOX ☐ Core Text ☒ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Snorkeling Guide to Marine Life

Author(s): Paul Humann and Ned DeLoach

Publisher: New World Publications, Inc.

Copyright Year: 2004 Edition: Fourth ISBN #: 1-878348-10-8

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: paperback OPRFHS Bookstore Cost to Student: \$ NA (will be purchased by individual student at Amazon.com)
\$10.00

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title:	Title:	Title:
Publisher:	Publisher:	Publisher:
Year of Adoption:	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost:	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: NA – Book is a reference guide
 Please Attach Reading Level Documentation.

Positive Qualities of the Proposed Text: NA

Evidence of Title IX and Cultural Pluralism: NA

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee:

[Signatures]

Division Head: [Signature]

Date: 4-8-10

Director of Assessment & Research: [Signature]

Date: 4/13/10

Date of Approval by Board of Education: _____

**OAK PARK AND RIVER FOREST HIGH SCHOOL
TEXTBOOK ADOPTION FORM**

Division: Science Course Name(s): Physics 1-2
Course Code(s): 565
Grade Level of Course: 11-12

CHECK APPROPRIATE BOX ☒ Core Text ☐ Supplementary Text

(A copy of the proposed text must accompany this form.)

Title: Physics: Principles and Problems

Author(s): Zitzewitz, Elliott, Haase, Harper, Herzog, Nelson, Nelson, Schuler, Zorn

Publisher: Glencoe

Copyright Year: 2009 Edition: 2009 ISBN #: 978-0-07-880721-3

Electronic Format Available? ☒ No ☐ Yes; describe: _____

Type of Cover: Hardbound OPRFHS Bookstore Cost to Student: \$ 106.30

Please complete the appropriate portion below.

Text replaces the following book:	Text is in addition to the following book(s) also used in this course:	
Title: The Physics of Everyday Phenomena	Title:	Title:
Publisher: McGraw-Hill	Publisher:	Publisher:
Year of Adoption: <u>2004</u>	Year of Adoption:	Year of Adoption:
OPRFHS Bookstore Cost: \$103.75 (new) and \$77.80 (used)	OPRFHS Bookstore Cost: \$	OPRFHS Bookstore Cost: \$

QUALITIES OF PROPOSED TEXT

(Completion of this entire section is mandatory. Attach additional sheets if needed.)

Readability Score: (also see attached)

Passive Sentences: 17%

Flesch Reading Ease: 49.3

Flesch-Kincaid Grade Level: 10.6

(Please Attach Reading Level Documentation)

Positive Qualities of the Proposed Text: large variety of easy, medium, hard questions/problems. Out of a scale from 1-5 (5 being great), it scored 4 for having a variety of tutorial support links, a quality of "to try" style questions for students. General impression of book—"there is a good feeling about it...the text layout is smooth and easy to follow."

Evidence of Title IX and Cultural Pluralism:

This text complies with the Title IX and cultural pluralism goals of the district.

ENDORSEMENTS

(Signatures are required prior to submission to the Director of Assessment & Research.)

Division Curriculum/Textbook Selection Committee: _____

Division Head: Walter F. McNamee

Date: 4/8/10

Director of Assessment & Research: Angela Seibel

Date: 4/13/10

Date of Approval by Board of Education: _____

Oak Park and River Forest High School
District 200
201 North Scoville Avenue • Oak Park, IL 60302-2296

Date: April 29, 2010
To: Board of Education
From: Superintendent
Subj: Approval of 2009 GALA 4th of July Fireworks Show at Oak Park and River Forest High School

ACTION

Background

Every year OPRFHS receives a request from the GALA Foundation to proceed with the annual fireworks display. This year the fireworks will be held on Sunday, July 4, 2010 or if inclement weather on Monday, July 5, 2010, at OPRFHS. GALA will provide a certificate of insurance prior to the event. We have not charged GALA for the use of our facilities.

Summary of Findings

GALA does a great job with this event. They use the resources of the Village and the Park District as well as those of OPRFHS to produce a wonderful community event. There have not been any issues surrounding the fireworks at the High School.

Recommendation:

Approve the motion to allow GALA to hold the annual 4th of July fireworks on the grounds of Oak Park and River Forest High School, subject to the submittal of a certificate of insurance.

Motion: Move to allow GALA to hold the annual 4th of July fireworks on the grounds of Oak Park and River Forest High School, subject to the submittal of a certificate of insurance.

Voice Vote

Agenda Item No. VIII. I.

Community Bank Oak Park • River Forest
GALA
GREAT AMERICAN LIGHT SHOW ASSOCIATION
JULY 4TH
FIREWORKS CELEBRATION

April 22, 2010

Jack Lanenga, Assistant Superintendent for Operations
Oak Park River Forest High School
201 North Scoville Avenue
Oak Park, Illinois 60302

Dear Jack:

We are beginning plans for the Great American Lightshow Association Charitable Trust (GALA) annual Fourth of July Fireworks Show. We ask again to hold the fireworks show on the grounds of Oak Park River Forest High School.

Accordingly, on behalf of GALA, I ask the Oak Park River Forest High School Board to be a partner sponsor in the 2010 GALA Fourth of July Fireworks Show. All arrangements will be substantially the same as in prior years. GALA representatives will coordinate with the staff of Oak Park River Forest High School on all details for the show. Prior to the presentation of the fireworks show, GALA will provide proof of insurance naming Oak Park River Forest High School as insured. We will also seek appropriate authorization from the Village Hall Board and the Park District of Oak Park. Additionally, all aspects of the show will be coordinated with the Oak Park Fire Department and the Oak Park Police Department.

The show will begin at dusk (approximately 9 pm) on Sunday, July 4th. In the event of inclement weather the event will be held the following evening, Monday, July 5.

If necessary, I am available to appear at your Oak Park River Forest High School Board meeting to answer any questions. We look forward to another great show with the support of the fine staff of Oak Park River Forest High School. Please contact me with any questions. We will schedule our regular planning meeting sometime in the next month.

Sincerely,



Ruth S. McLaren
Trustee

***Oak Park and River Forest High School
District 200
201 North Scoville Avenue • Oak Park, IL 60302-2296***

TO: Board of Education
FROM: Dr. Attila J. Weninger, Superintendent
DATE: April 29, 2010
RE: Policies ACTION

BACKGROUND

Following the March 25, 2010 Board of Education meeting, the following policies were sent to the Alumni Association, APPLE, Boosters, Citizens' Council, the Concert Tour Association, PTO, Student Council, Faculty Senate, and the Instructional Council for their review and comment. To date, no comments have been received. It was the consensus of the Policy, Evaluation and Goals Committee (PEG) members to recommend them for second reading and action.

Policy 1105, Corporate Sponsorship
Policy 1200, Board Meetings
Policy 1330, Tobacco Prohibition
Policy 1410, Rental of Facilities
Policy 1420, Citizens' Council
Policy 2120, Superintendent

On April 22, 2010, the PEG members recommended that the Board of Education approve the following policies for first reading at its regular April Board of Education meeting.

Policy 1125, School Auxiliary Organizations
Policy 5112, Waiver of School Fees and Charges
Policy 5114, Student Discipline
Policy 5117, Residency and Tuition
Policy 5143, Administering Medications

RECOMMENDATION

Motion: Move to:

- | | | |
|----|---|--------|
| A. | Amend Policy 1105, Corporate Sponsorship | Action |
| B. | Amend Policy 1200, Board Meetings | Action |
| C. | Amend Policy 1330, Tobacco Prohibition | Action |
| D. | Amend Policy 1410, Rental of Facilities | Action |
| E. | Amend Policy 1420, Citizens' Council | Action |
| F. | Amend Policy 2120, Superintendent | Action |
| G. | Approve Policy 1125, School Auxiliary Organizations, for First Reading | Action |
| H. | Approve Policy 5112, Waiver of School Fees and Charges, for First Reading | Action |

- | | | |
|----|---|--------|
| I. | Approve Policy 5114, Student Discipline, for First Reading | Action |
| J. | Approve Policy 5117, Residency and Tuition, for First Reading | Action |
| K. | Approve Policy 5143, Administering Medications, for First Reading | Action |

Roll Call Vote

Agenda Item No. IX. A-K.

SECOND READING

POLICY 1105, CORPORATE SPONSORSHIP

The Board of Education recognizes there can be mutual benefit to establishing relationships with corporate or business entities that support the educational mission of the District. All corporate relationships must be approved by the Board of Education. In working with a District corporate or business entity, the Superintendent/~~Principal~~(or his/her designee) is responsible for ensuring that such relationships are positive in nature and do not, in the process, distort the District's educational values. Positive corporate or business relationships must be ethical and structured in accordance with the following principles:

1. Corporate or business relationships must support the goals and objectives of the District and be structured to meet an identified educational need.
2. Corporate or business relationships must be age appropriate and in the best interest of students.
3. Corporate or business relationships should be substantially free of commercial advertising with no direct effort to induce students or District employees to buy products or enlist services associated with the corporate or business entity.
4. Corporate or business logos should be for identification purposes ~~rather than for commercial, marketing, and/or advertising purposes.~~
5. Corporate or business relationships should not limit the discretion of the District to use donated materials, goods or services.
6. Corporate or business relationships should be subject to public disclosure and provide District parent/alumni groups, employee groups, and student organizations the opportunity to comment upon any such relationships.
7. Corporate or business relationships must comply with all federal, state, local, and District laws, rules, and regulations. In addition, such relationships must be consistent in compliance with the District's negotiated labor-collective bargaining agreements.
8. Corporate or business relationships must not provide direct financial benefit to District employees, students, parents, or Board of Education members.
9. Corporate or business relationship agreements must be set forth in writing.
10. Corporate or business relationships must be subject to periodic review as set forth in the procedures to this policy.

~~10.11.~~ No commercial material or literature shall be posted or distributed that would 1) disrupt the educational process; 2) violate the rights or invade the privacy of others; 3) infringe on a trademark or copyright; or 4) be defamatory, obscene, vulgar, or indecent.

~~11.12.~~ The Superintendent (or his/her designee) /Principal or designee shall establish procedures governing all corporate or business relationships.

Amended Date(s):

Adopted Date: April 8, 2003

Review Date:

Law Reference:

Related Policies:

Related Instructions

And Guidelines:

PROCEDURES FOR ADDRESSING THE BOARD

1. Employees, students, and members of the public wishing to address the Board may be placed on the agenda of any regular meeting or any special meeting which is open to the public by filing a written request with the Clerk of the Board Superintendent/Principal at least ten (10) days before the scheduled meeting unless the Board of Education President Superintendent/Principal otherwise permits. Unless the Board decides otherwise, presentations on any given topic may not exceed fifteen (15) minutes.
2. At each regular meeting and at each special meeting open to the public, time will be set aside for comments and questions from employees, students, and members of the public. The Board may also allow comments from employees, students, and members of the public during the discussion of any item on the agenda. The Board reserves the right to limit the time for individual comments.
3. During the Comments from Visitors section of the Board meeting, comments on non-agenda items concerning matters within the jurisdiction of the Board of Education are invited. Comments or questions relating to other governmental bodies or to other employees should be directed to them.

Option 1 If a response is indicated or requested, any Board of Education member may give a response. The President of the Board of Education has the responsibility to chair the meeting, maintain decorum, and ensure that a balance is maintained between Board-public engagement and appropriate length of a meeting. Thus, the Board President may establish reasonable time limitations for public comment, and for Board member responses to public comments on non-agenda items.

Option 2

If an immediate response is requested, the President of the Board of Education or the Superintendent may, on behalf of the Board or District respectively, provide a response.

4. Prior to coming before the Board of Education, Aa member of the public having a specific complaint concerning a dDistrict employee should first address that complaint to the employee's supervisor or to the Director of Human Resources Superintendent/Principal. If the interested party believes that he/she has not received a satisfactory administrative response, then the interested party may submit the complaint in writing to the Superintendent.
5. A member of the public having a complaint concerning the disciplining of a particular student should first address that complaint to the Assistant Superintendent for Pupil Support Services Assistant Principal for Student, Health, and Safety. If the interested party believes that he/she has not received a satisfactory administrative response, then the interested party may submit the complaint in writing to the President of the Board of Education Principal.

PROCEDURES FOR ADDRESSING THE BOARD

1. Employees, students, and members of the public wishing to address the Board may be placed on the agenda of any regular meeting or any special meeting which is open to the public by filing a written request with the Clerk of the Board Superintendent/Principal at least ten (10) days before the scheduled meeting unless the Board of Education President Superintendent/Principal otherwise permits. Unless the Board decides otherwise, presentations on any given topic may not exceed fifteen (15) minutes.
2. At each regular meeting and at each special meeting open to the public, time will be set aside for comments and questions from employees, students, and members of the public. The Board may also allow comments from employees, students, and members of the public during the discussion of any item on the agenda. The Board reserves the right to limit the time for individual comments.
3. During the Comments from Visitors section of the Board meeting, comments on non-agenda items concerning matters within the jurisdiction of the Board of Education are invited. Comments or questions relating to other governmental bodies or to other employees should be directed to them.

Option 1 If a response is indicated or requested, any Board of Education member may give a response. The President of the Board of Education has the responsibility to chair the meeting, maintain decorum, and ensure that a balance is maintained between Board-public engagement and appropriate length of a meeting. Thus, the Board President may establish reasonable time limitations for public comment, and for Board member responses to public comments on non-agenda items.

Option 2

If an immediate response is requested, the President of the Board of Education or the Superintendent may, on behalf of the Board or District respectively, provide a response.

4. Prior to coming before the Board of Education, Aa member of the public having a specific complaint concerning a dDistrict employee should first address that complaint to the employee's supervisor or to the Director of Human Resources, Superintendent/Principal. If the interested party believes that he/she has not received a satisfactory administrative response, then the interested party may submit the complaint in writing to the Superintendent.
5. A member of the public having a complaint concerning the disciplining of a particular student should first address that complaint to the Assistant Superintendent for Pupil Support Services Assistant Principal for Student, Health, and Safety. If the interested party believes that he/she has not received a satisfactory administrative response, then the interested party may submit the complaint in writing to the President of the Board of Education Principal.

Amended Date(s): April 24, 1997, April 23, 1992
Adopted Date: June 28, 1984
Review Date:
Law Reference:
Related Policies:
Related Instructions
And Guidelines:
Cross Ref.: Policy 1200

POLICY 1125, SCHOOL AUXILIARY ORGANIZATIONS

Recognizing that community support is fundamentally related to the success of the educational programs at ~~Oak Park and River Forest High School~~ the District, the Board of Education may seek to build such support by granting school auxiliary status to organizations which meet the criteria and conditions set forth in this Policy. The Board of Education may limit the number of school_-auxiliary organizations in order to avoid duplication of effort or conflict among organizations. The Board of Education may revoke ~~school-auxiliary~~ school auxiliary status should an school auxiliary organization fail to meet the criteria specified in this Policy.

Non-profit adult organizations based within the attendance area of ~~Oak Park and River Forest High School~~ the District may seek ~~school-auxiliary~~ school auxiliary status from the Board of Education. Such approval may be granted provided the primary purpose of the organization, as specified in its by-laws or constitution, supports the policies of ~~Oak Park and River Forest High School~~ the District. The Board of Education will review the bylaws or constitution and organizational practices of each school auxiliary organization on a semi-annual basis. A member of the Board of Education and ~~District~~ District Administration shall be appointed as a liaison to all ~~each~~ auxiliary organizations.

School auxiliary organizations are separate and distinct entities from the District and the Board of Education. The District and the Board of Education accept no responsibility for the actions of any school auxiliary organization. The District and the Board of Education are not, and will not be, responsible for a school auxiliary organization's business or the conduct of its members. Further, a school auxiliary organization shall maintain and protect its own finances.

Organizations granted school auxiliary status will be assigned a room for meetings, on a space-available basis, as designated by the Superintendent (or his/her designee) and may utilize school facilities as specified under Policy 1130, Use of Mailboxes and Mailing Privileges.

The Superintendent shall develop a process for the application, consideration, and approval/disapproval of school auxiliary organizations by the Board of Education, which shall include but not be limited to explicit support of the District and Board policies and a focus on and support of District 200 students.

The Board of Education has approved the following organizations as qualifying school auxiliary organizations.

Alumni Association

African American Parents for Purposeful Leadership in Education (A.P.P.L.E.)

Booster Club

Citizens' Council

Concert Tour Association (CTA)

Parent Teacher Organization (PTO)

Amended Date(s): April 24, 2008
Adopted Date: January 24, 2002
Review Date:
Law Reference:
Related Policies: POLICY 1130, Use of Mailboxes and Mailing Privileges
Related Instructions
And Guidelines:
Cross Ref.:

POLICY 1330, TOBACCO, ALCOHOL, AND DRUG PROHIBITION

As required by Section 10-20.5b of *The School Code of Illinois*, "...the use of tobacco on school property is prohibited when such property is being used for any school purposes." The terms "tobacco" and "school purposes" are used in this policy as defined in Section 10-20.5b of *The School Code of Illinois*. Effective date: January 25, 1994.

The use of tobacco and alcohol is prohibited at all times (i) on District grounds, facilities, buildings, vehicles (owned or leased by the District, or other property); (ii) at any on campus school-sponsored event; and (iii) at any off campus school-sponsored event that includes students or school participation. The use of illegal drugs or narcotics is prohibited at all times on any District grounds, facilities, buildings, vehicles (owned or leased by the District or other property) and at any on or off campus school-sponsored event). ~~The use of tobacco, alcohol, and drugs on school grounds, facilities, buildings, vehicles (owned or leased), and at any school-sponsored or participated event, on or off campus, are prohibited at all times. The Board has not designated any area within or outside the school buildings in which the use of tobacco is permitted when the school property is being used for school purposes. OPRFHS grounds, facilities, buildings, vehicles (owned or leased), and events (on or off campus) are tobacco free, alcohol free, and drug free zones at all times. When the school property is being used for non-school purposes, the contract for such use shall specify the restrictions regarding tobacco use.~~

Amended Date(s):

Adopted Date: October 28, 1993

Review Date:

Law Reference: 105 ILCS 5/10-20.5b; 410 ILCS 82/1 *et seq.*; 20 U.S.C. Sec. 6081; 235 ILCS 5/1-3.01 to 3.05; 235 ILCS 5/6-15

Related Policies:

Related Instructions:

And Guidelines:

Cross Ref.:

Policy 1410, Rental of Facilities

The Board of Education recognizes the investment which the community has made in the Oak Park and River Forest High School buildings, grounds, and facilities. The rental policy shall encourage utilization by community groups.

I. Guidelines

A. School building and grounds may be temporarily used—under such provisions and control as the Board of Education may see fit to impose—for educational, recreational, religious, social and civic activities, and for such other purposes as the Board deems proper. (School Code: Section 10-22.10)

B. The Board of Education believes ~~holds the conviction~~ that school facilities, grounds, and buildings should be made generally available for use by citizens/groups/organizations of the community for ~~P~~permitted ~~P~~purposes, as long as such use does not substantially disrupt or interfere with school activities. “Permitted Purposes” include educational, recreational, religious, social and civic activities, and exclude commercial or political fundraising activities. The Superintendent (or his/her designee) ~~Board~~ may at any time deny or refuse to grant any application or cancel, without liability, any rental whenever 1. the use ~~—in the reasonable judgment of the Board—is not for a Ppermitted Ppurpose in the reasonable judgment of the Board of Education~~ Superintendent; 2) presents or may present a clear and present danger to persons or property; or 3) may be in violation of or contrary to applicable federal, state, or local law or ordinance, or to Board of Education policies.

C. Prior to any approved rental of any District facility, ~~T~~the renter will provide property damage and bodily injury liability insurance, naming Oak Park and River Forest High School District 200 ~~this high school~~ as “additional insured,” with the following minimums:

- ~~—B~~odily injury liability \$~~100~~300,000/~~43~~000,000; and
- ~~—p~~roperty damage liability \$~~100~~300,000/500,000.

D. Rental rates shall be approved by the Board of Education upon recommendation of the Superintendent (or his/her designee), ~~Principal~~ and shall be based on the following categories:

Class I ~~Non-profit R~~renters representing taxing bodies within District 200 boundaries ~~in the School District~~ will be charged only for personnel expenditures incurred beyond the normal operation of the school.

Class II ~~Non-profit R~~renters located within the boundaries of the ~~School District~~ 200 wishing to conduct activities that are intended to contribute educationally, culturally,

religiously, or socially to the community will be charged rates which approximate operating costs, as approved by the Board.

District 200 employees will be charged Class II rates for personal/professional use events, i.e. weddings, graduate classes, showcases, etc. In addition, all employee rentals are subject to all provisions of this Board Policy.

Class III ~~Non-profit Renters~~ located outside the boundaries of the ~~School District~~ District 200 wishing to conduct activities that are intended to contribute educationally, religiously, culturally, or socially to the community will be charged higher rates as approved by the Board.

Class IV ~~Not for~~ Non-profit organizations within the boundaries of District 200 providing services for middle school and high school students, 85% of who are residents within the ~~d~~District will be charged one half of the rate applicable for Class II rentals, with reoccurring rental contracts.

Class V All other organizations and/or individuals including for profit groups. Any organizations or persons located outside the District or who do not qualify for the first four classifications, i.e.e.g. filming. All rentals are subject to all provisions of this policy.

Prospective renters must obtain Board of Education approval no less than three (3) months prior to the events and must produce certificates of liability insurance with their applications.

Class VI For profit which directly impact the educational process at Oak Park & River Forest High School, i.e.e.g. ACT Testing.

~~District 200 employees will be charged Class II rates for personal/professional use events, i.e. weddings, graduate classes, showcases, etc. In addition, all employee rentals are subject to all provisions of this Board Policy.~~

E. The following rules will apply to all rentals.

1. All renters are required to enforce the non-tobacco, non-alcohol, non-drug smoking regulations of the District.
2. The renter must provide adequate and responsible adult supervision throughout the time the facilities are in use.
3. A school technician, facility attendant, safety officer and/or other sSchool Resource ~~o~~Officers as may be required, shall be present and in authority over the school facilities and properties while they are in use. The cost of additional personnel will be the responsibility of the renter.

5. The name of the high school and District shall not be associated with any program or activity for which District school properties are used without specific approval and in advance, in writing, from the Superintendent (or his/her designee). ~~Principal.~~

6. Renters may make no discrimination as to those in attendance as it relates to race, nationality, ethnicity, religion, gender, sexual orientation, physical characteristics, or disability.

7. Rentals will not be made for commercial or political fund-raising purposes.

Except for a grandfathered organizations (The Academy of Movement and Music; and Ignite Volleyball, formerly Nemesis), all renters must be registered, non-profit organizations.

8. No outside rental shall be allowed to use the facilities if the building is designated officially closed. Exceptions may be made by the Superintendent.

9. At the discretion of the Director of Buildings and Grounds ~~head custodian~~, clean-up and set-up costs will be assessed as necessary.

~~10~~11. In cases of cancellation after an event has been scheduled, the renter will be required to pay for any expenses relating to the event incurred by the ~~high school~~ District.

~~11~~12. Although every effort will be made to honor rental agreements, occasions may arise in which schedules change and the needs of the ~~high school~~ District conflict with the rental. In such cases, the ~~high school~~ District will cancel the rental without liability for any expenses incurred by the renter.

~~12~~13. Renters using the ~~high school's~~ District's facilities for the first time and all Class III renters must pay a deposit equal to the rental fee at least ten (10) days prior to their events.

~~13~~14. Class II renters conducting a fund-raisers, and/or charging admission, must pay Class III rates, except those holding tax exempt status.

14. ~~15.~~ The ~~Sstadium~~ and/or stadium ~~f~~Field will be rented only by special action by the Board of Education. Prospective renters must obtain Board of Education approval no less than three (3) months prior to the events and must produce certificates of liability insurance with their applications.

~~16.~~15. When conflicting facility requests are submitted, priority will be given to groups providing services to youth within the community.

Reoccurring rental contracts are defined as the following: daily (a minimum of 10-18 weeks); weekly (a minimum of 10-18 weeks); or monthly (a minimum of 9 months).

II. Procedures

Applications for the use of school facilities are to be directed to the Director of Buildings and Grounds~~Assistant Superintendent for Operations~~ who is authorized to approve requests, which meet the policy guidelines, and who will prepare rental contracts.

Questionable requests will be referred to the Superintendent (or his/her designee)~~Principal of the District~~. No Outside Rental requests will be considered if application is not received by the Director of Buildings and Grounds a minimum of 30 days prior to the event. All set-up requests need to be on original applications (electrical needs, tables, chairs, etc.). A rental fee or deposit is required at the time an application is submitted. The rental fee or deposit will be returned if a cancellation is made 72 hours one week prior to the scheduled event. Applications are to be kept on file for two years.

When approved by the Superintendent (or his/her designee)~~Assistant Superintendent for Operations~~, the applications will be submitted to the Director of Buildings and Grounds who will prepare ~~the~~ rental contracts.

Insurance certificates and billing for rentals and related fees will be handled by the ~~Coordinator~~ Director of Buildings and Grounds of Building Rentals.

Amended Date(s): April 27, 2006; January 25, 2001, November 15, 1983, July 26, 1979, November 21, 1974

Adopted Date: May 20, 1971

Review Date:

Law Reference:

Related Policies:

Related Instructions

And Guidelines:

Cross Reference:

Cross Ref.:

POLICY 1420, CITIZENS' COUNCIL

To encourage community and parent awareness of the school's programs, procedures, problems, and plans, and to seek suggestions from community representatives regarding proposed plans the Board of Education authorizes a Citizens' Council. Such authorization may be granted provided the primary purpose of the Citizens' Council, as specified in its by-laws, does not violate the or eenstitution, supports the policies and general direction of Oak Park and River Forest High School, provided that the Citizens' Council is encouraged to engage in the free exchange of constructive ideas and dialogue and share such ideas with the Board of Education related to school policies and programs. The Board of Education may revoke its status should Citizens' Council fail to meet the criteria specified in this Policy. The Board of Education may revoke its status should Citizens' Council fail to meet the criteria specified in this Policy.

Upon recommendation by the Superintendent, Council members are appointed by the Board of Education, shall serve two year terms with half the members appointed each year, and members shall be representative of the residents of the two villages, Oak Park and River Forest. The Council will follow the by-laws of the Citizens' Council as attached to this policy. elect a chairperson in May and adopt a meeting schedule for the following school year. The Superintendent is a standing member of the Council. Representatives from the Board of Education, and administration and faculty will attend the meetings via designated representataives.

Citizens' Council will be assigned a room for meetings, on a space-available basis, as designated by the Superintendent (or his/her designee) and may utilize school facilities as specified under Policy 1130, Use of Mailboxes and Mailing Privileges.

Amended Date(s):	January 23, 1975
Adopted Date:	April 10, 1968
Review Date:	
Law Reference:	
Related Policies:	<u>Policy 1125, School Auxiliary Organizations</u>
Related Instructions	
And Guidelines:	
Cross Ref.:	

OAK PARK AND RIVER FOREST HIGH SCHOOL

CITIZENS' COUNCIL BY-LAWS

ARTICLE I

Name

The name of this organization shall be the Citizens' Council of Oak Park and River Forest High School.

ARTICLE II

Purpose

The purpose of the Citizens' Council shall be:

1. To encourage community and parent awareness of the high school and understanding of school issues and needs.
2. To provide for an interchange of ideas among members of the Council and to provide a forum for discussing community concerns with the Oak Park and River Forest High School administration.
3. To be available to the Board of Education for the purpose of advice, discussion, and study.
4. To be available to the administration in regards to any issue which they might care to bring to the Council for consideration.

ARTICLE III

Membership

1. The Citizens' Council shall consist of forty-five members.
2. Citizens' Council members shall be appointed by the Board of Education (upon recommendation by the superintendent). Nominations for membership shall be submitted by:
 - a. members of the Citizens' Council
 - b. members of the Board of Education
 - c. high school professional staff
 - d. eighth-grade principals and professional staff
 - e. other interested persons
3. Members shall be chosen for their genuine interest in the community and school affairs. The Citizens' Council membership shall be representative of all viewpoints of the High School District, including economic, geographic, racial, religious, and age groups.

4. Council members serve two-year terms and, with the approval of the nominating committee, may serve a second consecutive two-year term.
5. There shall be no membership fee.
6. Vacancies shall be filled by the Board of Education (see item 2 above) upon notification of a vacancy from the Chairpersons. They shall nominate one person to fill each vacancy so occurring.
7. Ex-officio members shall be the Superintendent and members of the professional staff designated by the Superintendent.

ARTICLE IV

Officers

The Citizens' Council shall be directed by two Co-chairpersons.

1. The chairperson serving his or her second year in such position shall preside over meetings of the Citizens' Council.
2. One chairperson shall be elected for a term of two years at each annual meeting.
3. A Secretary shall be elected for a term of one year at each annual meeting.
4. The Co-chairperson elected shall have at least two years of membership eligibility remaining at the beginning of his or her term. The Secretary shall have at least one year of membership eligibility remaining at the beginning of his or her term.
5. The term of all officers shall commence immediately after the annual meeting at which they are elected.
6. The Co-chairpersons shall be ex-officio members of all committees except the Nominating Committee.

ARTICLE V

Committees

1. The Co-chairpersons may appoint, with the Council's approval, any special or study committee as they deem necessary.
2. The Co-chairpersons shall jointly select members to serve on the respective committees. They will appoint a Nominating Committee by the November meeting.
3. The number of members to serve on a committee shall be determined by the officers.
4. The Nominating Committee shall consist of a chair and four other members. The Nominating Committee shall present its slate of officers at the February meeting. The slate shall be mailed with the notice of the March meeting.
5. All the committees shall report to the Citizens' Council. The Council's written recommendations and suggestions shall be reported to the Superintendent and a copy sent to the President of the Board of Education. All publicity released by the Citizens' Council shall be released through the same procedures as other school publicity.

ARTICLE VI

Meetings

1. Meetings of the Citizens' Council shall be held the second Thursday of each month from September through May except December.
2. The April meeting shall be established as the annual meeting.
3. Special meetings may be called by the Co-chairpersons of the Council, Superintendent, or President of the Board of Education.
4. One-third of the membership shall constitute a quorum for a meeting.
5. A majority vote of those present shall be necessary to act upon a motion.

ARTICLE VII

Parliamentary Authority

The rules contained in the latest edition of Robert's Rules of Order Revised shall govern the Council in all cases to which they are applicable, and in which they are not inconsistent with the By-laws of the organization.

ARTICLE VIII

Recommendations for Amendments to By-laws

Recommendations to amend the By-laws may be adopted at any meeting of the Council by a two-thirds vote of those present, provided that the amendment shall have been submitted in writing to the members not less than thirty days before the meeting, and that notice of the proposed amendment shall be included in the notice of the meeting. These recommendations shall be presented to the Board of Education at its next meeting.

Adopted September, 1974
Amended December 14, 1888
Amended March 13, 1996
Amended September 18, 2003

POLICY 2120, SUPERINTENDENT

The Superintendent is the chief administrative officer to the District, reports to the Board of Education, and is responsible for the total administration of the District. The Board of Education shall evaluate the Superintendent in the administration of Board of Education policies and stewardship of the assets of the District. The Board of Education charges the Superintendent to provide leadership, which maintains and forwards Oak Park and River Forest High School's commitment to excellence, as well as a vision for the future. The Superintendent regularly attends meetings of the Board of Education (except when the Superintendent's own employment is under consideration), as well as other meetings, internal and external to the District that are important to the advancement of the District's mission. The duties of the Superintendent are as follows:

- A. administers all policies adopted by the Board of Education. In the absence of an explicit policy of the Board of Education, the Superintendent is expected to use the best judgment in making a decision. If the Superintendent feels the situation is sufficiently serious, the Superintendent should communicate the problem as soon as practical to the President of the Board of Education, or in the absence of the President of the Board of Education, to the Vice President or another Board of Education member;
- B. mutually develops annual District goals and indicators of success with the Board of Education;
- C. provides information to the Board of Education regarding the total program of the school and makes recommendations for its consideration;
- D. attends meetings of all Board of Education committees;
- E. plans agendas in conjunction with the Board of Education President and prepares packet information for official meetings of the Board of Education;
- F. reviews legislative proposals and recommends appropriate action to the Board of Education;
- G. oversight and coordination of the responsibilities of the District Leadership Team (DLT) and the responsibilities of all administrative personnel. In particular, the Superintendent:
 - 1. works with the designated administrator(s) in all matters related to the welfare of students;
 - 2. works with the Chief Financial Officer to propose an annual budget, determines the need for fiscal resources, and initiates such recommendations as the Superintendent may deem necessary to assure adequate revenue;
 - 3. works with the ~~Assistant Superintendent for~~ Director of Human Resources to recommend action to the Board of Education on all personnel matters, including the recruitment, selection, employment, retention, and dismissal of all employees;

4. ~~works with the Assistant Superintendent for Human Resources to recommend new and revised policies for consideration by the Board of Education;~~
5. works with the Assistant Superintendent for Curriculum and Instruction and the Director of Assessment and Research on curriculum development, curriculum coordination and evaluation, the selection of textbooks, instructional materials, courses of study, collection and analysis of student data, and the implementation of all special curriculum projects;
5. works with the Chief Information Officer to develop and implement short and long range technology plans that support the student, personnel, finance, operational, and curricular/instructional programs of the District;
6. works with the Principal in developing and implementing a program for the safe, orderly, and effective daily operation of the school;
7. works with the Community Relations and Communications Coordinator to coordinate the District's public and community relations programs; and
8. ~~works with the Assistant Superintendent for Operations~~Chief Financial Officer, the Principal, and the Director of Buildings and Grounds on District building/facility and renovation projects, short- and long-range building/facility plans, and the location of sites;

- H. approves, monitors, and completes professional growth plans for members of DLT;
- I. evaluates members of DLT, except the Director of Assessment and Research;
- J. prepares agendas for and conducts meetings of DLT-;
- K. ensures the District's Collective Bargaining Agreements (CBAs) are implemented in a collaborative manner, and maintains an effective and collaborative relationship with the District's bargaining units and their representatives;
- L. works with District 90 and District 97 superintendents to ensure smooth articulation and cooperates with other high school superintendents in the Des Plaines Valley Region;
- M. works with the Principal and -officials of the Villages of Oak Park and River Forest and officials of community organizations to develop programs and opportunities for the school community;
- N. serves as administrative liaison to Citizens' Council, and one additional Parent/Alumni group, and the Illinois State Board of Education;
- O. ~~works with the Principal~~members of the DLT and the Building Leadership Team (BLT) to represent the District at meetings of community agencies whose objectives coincide with those of the District, e.g., Park Districts, the Village of Oak Park, and the Village of River Forest, Police Departments, Fire Departments, Townships, Oak Park River Forest Community Foundation, River Forest Community Center, Early Childhood Collaboration, -Libraries, etc.;

- P. serves on the Governing Board of the Minority Student Achievement Network (MSAN);
- Q. ~~D~~develops, recommends for approval, and executes a long-range, comprehensive educational plan that positively impacts all students; ~~and~~
- R. works with the Chair of the Board Policy, Evaluation, and Goals Committee to systematically review all Board policies, as well as offer changes to policies as needed; and
- ~~RS.~~ makes recommendations to the Board of Education pertaining to District business including matters related to items for which the Board of Education would seek educational/operational counsel.

The President of the Board of Education shall annually initiate the Superintendent's evaluation process no later than February 1, and he/she shall be responsible for guiding the evaluation process so that it is completed no later than April June 1.

Amended Date(s):	February 26, 2009; October 26, 2006; October 24, 2002; June 24, 1993; January 23, 1975
Adopted Date:	July 18, 1974
Review Date:	
Law Reference:	
Related Policies:	
Related Instructions	
And Guidelines:	
Cross Ref.	

FIRST READING

POLICY 1125, SCHOOL AUXILIARY ORGANIZATIONS

Recognizing that community support is fundamentally related to the success of the educational programs at ~~Oak Park and River Forest High School~~ the District, the Board of Education may seek to build such support by granting school auxiliary status to organizations which meet the criteria and conditions set forth in this Policy. The Board of Education may limit the number of school_-auxiliary organizations in order to avoid duplication of effort or conflict among organizations. The Board of Education may revoke ~~school auxiliary~~ school auxiliary status should an school auxiliary organization fail to meet the criteria specified in this Policy.

Non-profit adult organizations based within the attendance area of ~~Oak Park and River Forest High School~~ the District may seek ~~school auxiliary~~ school auxiliary status from the Board of Education. Such approval may be granted provided the primary purpose of the organization, as specified in its by-laws, or constitution, and/or guidelines (to the extent that any or all exist for an auxiliary organization) ~~supports~~ do not violate the policies of ~~Oak Park and River Forest High School~~ the District. The Board of Education will review the bylaws, or constitution, and/or guidelines (to the extent that any or all exist for an auxiliary organization) and organizational practices of each school auxiliary organization on a ~~semi~~-annual basis. Such reviews will be completed in every odd Fiscal Year (FY), and such review will reaffirm the organization's status as a school auxiliary organization. A member of the Board of Education and ~~District~~ District Administration shall be appointed as a liaison to ~~all~~ each auxiliary organizations.

School auxiliary organizations are separate and distinct entities from the District and the Board of Education. The District and the Board of Education accept no responsibility for the actions of any school auxiliary organization. The District and the Board of Education are not, and will not be, responsible for a school auxiliary organization's business or the conduct of its members. Further, a school auxiliary organization shall maintain and protect its own finances.

Organizations granted school auxiliary status will be assigned a room for meetings, on a space-available basis, as designated by the Superintendent (or his/her designee) and may utilize school facilities as specified under Policy 1130, Use of Mailboxes and Mailing Privileges.

The Superintendent shall develop a process for the application, consideration, and approval/disapproval of school auxiliary organizations by the Board of Education, which shall include but not be limited to compliance with Board policies and insuring a focus on and support of District 200 students.

The Board of Education has approved the following organizations as qualifying school auxiliary organizations.

Alumni Association

African American Parents for Purposeful Leadership in Education (A.P.P.L.E.)

Booster Club
~~Citizens' Council~~
Concert Tour Association (CTA)
Parent Teacher Organization (PTO)

Amended Date(s):	April 24, 2008
Adopted Date:	January 24, 2002
Review Date:	
Law Reference:	
Related Policies:	POLICY 1130, Use of Mailboxes and Mailing Privileges
Related Instructions	
And Guidelines:	
Cross Ref.:	

Policy 5112, ~~WAIVER OF SCHOOL FEES AND CHARGES~~ — District Fee and Book Waiver Policy

The District shall loan textbooks and shall waive all or some fees assessed by the District for students who meet the eligibility criteria for District fee waivers contained in this policy.

The following fees may be waived for students who meet the eligibility criteria for fee waivers contained in this policy:

- ~~1. All~~ charges for required textbooks and instructional materials listed on booklist; ~~and/or~~
- ~~1.~~
- ~~2. c~~Charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class; ~~and/or,~~
- ~~2.3.~~ fees included within the school registration fee list.

The Superintendent (or his/her designee) shall employ an application and verification process for determining eligibility for District fees and book waivers that is separate from the free and reduce meals application process.

I. Eligibility Criteria

A student shall be eligible for a District fee and book waiver when

1. the student currently lives in a household that meets the federal income guidelines established under the National School Lunch Act, 42 W.S.D. § 1758; 7 C.F.R. Part 245;
2. the student or student's family is currently receiving aid under the Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance for Needy Families (TANF) services;
3. the student or student's family is homeless;
4. the student is migrant or runaway; and/or
5. the student is placed by the Department of Children and Family Services (DCSF) with a foster parent or placed in another type of child care facility.

II. Notification

The Superintendent (or his/her designee) shall provide written notification to parents/guardians of those students enrolling in the District for the first time and the District's school fee waiver application, in accordance with *The School Code of Illinois* and Illinois State Board of Education regulations.

The first bill or notice of each school year sent to parents/guardians who owe fees shall state that the District waives fees for persons unable to afford them in accordance with this

policy, and the procedure for applying for a fee waiver, or the name, address and telephone number of the person to contact for information concerning a fee waiver.

III. Verification

The Superintendent (or his/her designee) may require verification of a student's eligibility for a District fee waiver no more often than every 60 calendar days. The Superintendent (or his/her designee) shall not use any information obtained from its independent verification process to determine or verify eligibility for any federally funded, school-based child nutrition program.

IV. Determination and Appeal

The Superintendent (or his/her designee) shall promptly notify the parent(s)/guardian(s) requesting a fee waiver as to whether the fee waiver request has been granted or denied. If the District denies the request, the Superintendent (or his/her designee) shall mail a copy of its decision to the parents/guardians within 30 calendar days after the receipt of the request. The decision shall state the reason for the denial and shall inform the parents/guardians of their right to appeal, including the process and timelines for that action, and a statement informing the parents that they may reapply for a waiver any time during the school year, if circumstances change.

The denial of a fee waiver request may be appealed by submitting the appeal in writing to the Chief Financial Officer within 14 days of the denial. An appeal shall be decided within 30 calendar days after the receipt of the request for an appeal. The parents/guardians shall have the right to meet with the Chief Financial Officer. If the appeal is denied, the District shall mail a copy of its decision to the parents/guardians, and shall state the reasons for the denial.

~~The District shall loan textbooks and shall waive all or some fees assessed by the District for students whose parent(s) or guardian(s) qualify under Federal guidelines and the School Code of Illinois.~~

~~Schools fees that may be waived include but are not limited to the following:~~

- ~~1. All charges for required textbooks and instructional materials;~~
 - ~~2. All charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment);~~
 - ~~3. School-wide Technology Fee;~~
 - ~~4. Charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extracurricular activity;~~
-

5. ~~Charges or deposits for uniforms or equipment related to IHSA intramural sports, or to fine arts programs;~~
6. ~~Charges to participate in extracurricular activities;~~
7. ~~Charges for supplies required for a particular class;~~
8. ~~Graduation fees;~~
9. ~~School records fees;~~
10. ~~School health services fees; and~~
11. ~~Driver's education fee assessed pursuant to 105 ILCS 5/27-23.~~

Amended Dates:	March 22, 2007, May 22, 1997
Adopted Date:	January 22, 1976
Review Date:	
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Code §1.245.	
Related Policies:	
Related Instructions	
And Guidelines:	
Cross Ref.	

Policy 5114, Student discipline

The Board of Education delegates authority to the Superintendent, the Principal, Assistant Principal for Student Health and Safety, Deans, and other administrators to provide appropriate interventions when needed and to take disciplinary action against any student guilty of disobedience or misconduct in accordance with Board Policy 103, Philosophy of Discipline. Such disciplinary action may include suspension for up to ten (10) days and recommendations to the Board of Education for expulsion as permitted under the *The School Code of Illinois*. In determining whether a student will be suspended or recommended for expulsion, the Board's authorized school personnel will take into consideration the context, the student's intent, attitude, degree of involvement, and the harm done. Suspension and expulsion recommendations are expected to be consistent with the current District's Code of Conduct. Suspension and expulsion of Special Education students shall be in accordance with Article X 10.01,1, J of "The Rules and Regulations to Govern the Administration and Operation of Special Education," Board Policy 5114-1, and applicable State and federal law.

Misconduct, which may lead to disciplinary action pursuant to the provisions of Section 10.22.6 of *The School Code of Illinois* shall include, but is not limited to, the types of activities or behaviors provided below and those listed in the District's *Code of Conduct*.

- A. Insubordination to any school personnel disobeying directives from staff members and/or rules and regulations governing student conduct);
- B. Unexcused absenteeism, truancy, tardiness, or class cutting after warnings. State law and Board policy on truancy control will be used with chronic and habitual truants (Section 105 ILCS 5/26-13 of *The School Code of Illinois*);
- C. Using, possessing, distributing, transferring or selling tobacco materials;
- D. Using, possessing, distributing, transferring, purchasing, or selling alcoholic beverages. Students who are under the influence are not permitted to attend school or school functions;
- E. Using, possessing, distributing, transferring, purchasing or selling legal over-the-counter or prescription drugs, controlled substances, "look-alike" drugs, or drug paraphernalia. A "look-alike" drug is defined as a substance not containing an illegal drug or controlled substance, but one that a student believes, or represents, to be an illegal drug or controlled substance. Students who are under the influence of any prohibited substance or drug or in possession of any drug paraphernalia are not permitted to attend school or school functions;

- | F. ~~E~~ngaging in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented a substance to be an illegal drug or controlled substance;
- | G. ~~U~~sing, possessing, distributing, transferring, purchasing or selling any legal substance that is intended for unlawful purposes;
- | H. ~~U~~sing, possessing, distributing, transferring, purchasing, selling, controlling, or transferring explosives, firearms, knives or any other object that can reasonably be considered a weapon, as further defined within the Definitions section below;
- | I. ~~U~~sing electronic signaling or receiving devices in a manner that is inconsistent with Board Policy 5152, Cellular Telephones and Electronic Paging devices, or the District's Code of eConduct. Electronic signaling devices include Personal Digital Assistants, graphing calculators, pocket—and all similar—electronic paging devices;
- | J. ~~U~~sing or possessing a laser pointer unless under a staff member's supervision and in the context of instruction;
- | K. ~~F~~ighting or assaulting any person;
- | L. Serious verbal abuse, threats, profanity or obscenity to any person;
- | M. ~~U~~sing any form or type of aggressive behavior that does physical or psychological harm to someone else and/or urging other students to engage in such conduct. Prohibited aggressive behavior includes, without limitation, the use of violence, force, noise, coercion, threats, intimidation, fear, hazing, bullying, or other comparable conduct;
- | N. ~~C~~causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property;
- | O. ~~K~~knowingly permitting the entry of any unauthorized persons into the school;
- | P. ~~M~~embership in, or involvement with, a fraternity, sorority or secret society. Involvement may include the promise to join, the participation in pledging or other activities, or the solicitation of any other person to join the fraternity, sorority, or secret society;
- | Q. ~~A~~cademic dishonesty;
- | R. ~~I~~nvolvement in gangs or gang-related activity, including the display of gang symbols or paraphernalia;
- | S. ~~S~~exual ~~H~~harassment (as defined by Policy 5310, Sexual Harassment of Students);

- | T. ~~U~~ nauthorized use of a computer or computer software, including the use of the District's computers to use, copy or distribute non-school software. This also includes any violation of Board Policy 5160, Acceptable Use of Technology—Students;
- | U. ~~G~~ gambling or participation in games of chance or skill for money or other profit;
- | V. ~~I~~ ntentionally setting or attempting to set fires on school property, or bringing materials onto school property that are designed to be ignited or are capable of being used for ignition;
- | W. ~~P~~ pulling the fire alarm when the student knows that no fire exists, unauthorized use of a fire extinguisher, or creating an emergency situation by making a false report of any kind;
- | X. ~~W~~ wearing clothing which presents a health or safety hazard, or which materially and substantially disrupts the educational process.
- | Y. ~~E~~ ngaging in any other activity that constitutes interference with school purposes or an educational function or any disruptive activity;
- | Z. ~~E~~ ngaging in any activity that violates *The School Code of Illinois*; and/or
- | AA. ~~V~~ iolation of any other school policy or rule.

Disciplinary action may be taken whenever the student's misconduct is reasonably related to school or school sponsored events or activities, including without limitation misconduct that occurs (1) on or within sight of school property, before, during or after school hours, or at any other time when school is being used by a school group; (2) off school grounds at a school sponsored event or activity, or any event or activity which bears a reasonable relationship to the school; (3) traveling to or from school or –a school activity or function; (4) anywhere, if the conduct may reasonably be considered to threaten, intimidate, assault, and –or physically attack a staff member or Board member or interferes with school purposes and/educational functions.

| In accordance with Section 10.22.6 (a) of *The School Code of Illinois*, the Board of Education reserves the right to expel students guilty of gross disobedience or misconduct for any length of time up to two calendar years. In the case of any student who is determined to have brought a weapon or look-alike weapon to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to the school, the expulsion shall be for not less than one calendar year, except as modified on a case-by-case basis. The Board will only act to expel a student after the student and parent(s) or guardian(s) of record have been requested to appear at a Hearing with the Board or with an appointed Hearing Officer. The process for such Hearings is enumerated in this policy's accompanying procedures. In determining whether a student will be expelled, the Board will take into consideration the context, the student's intent, attitude, degree of involvement, the harm done, and the student's behavioral history.

I. Expulsion Expungement

The Board of Education reserves the right to expunge expulsion documentation from the records of any student expelled by the Board of Education of Oak Park and River Forest High School District 200, except where the Board is required by law to maintain such records. Any expelled student who returns to Oak Park and River Forest High School and establishes himself or herself as a good citizen, and satisfies graduation requirements for Oak Park and River Forest High School, is eligible for such consideration.

II. Transfer Students

Students seeking to transfer into Oak Park and River Forest High School District 200 who are under a current suspension or expulsion sanction from another school must comply with the requirements of Board Policy 5117A, Student Transfers from Non-District Schools, prior to admission.

III. Definitions

For the purpose of this policy, the following terms shall be defined as set forth below:

- A. Bullying – ~~b~~Bullying includes, but is not limited to, any aggressive or negative gesture or written, verbal, or physical act that places another student in reasonable fear of harm to his or her person or property, or that has the effect of insulting or demeaning any student in such a way as to disrupt or interfere with the school's educational mission or the education of any student. (See *The School Code of Illinois*.)
- B. Hazing – hazing is defined as students, acting alone or in concert with others to:
 - 1. ~~P~~perform an intentional *or* reckless act directed against a student that endangers the mental or physical health or the safety of a student; and/or
 - 2. ~~E~~coercing, compelling, or instructing a student to perform any act that endangers his or her mental or physical health or safety; for the purpose of or as a condition of being initiated into, holding office in or maintaining membership in any formal or informal student organization or group or in any fraternity, sorority, gang, or other prohibited secret society as defined in ~~#~~*The School Code of Illinois*.
- C. Sexual Harassment - Sexual harassment is generally defined as unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication when the purpose or effect of the conduct or communication is to unreasonably interfere with the student's education or to create an intimidating, hostile or offensive education environment.
- D. Possession – ~~p~~Possession means having: any knowledge of, and any control over an item. Control includes, but is not limited to, having access to an item in a school locker, personal effects, a vehicle, or other place where the item is located. It is not necessary

PROCEDURES FOR STUDENT DISCIPLINE FOR POLICY 5114

I. General Guidelines

The Superintendent, ~~Principal, Assistant Superintendent for Pupil Support~~ Principal for Student Health and Safety Services, and Deans of Discipline, and other designated administrators may impose disciplinary sanctions as appropriate to the infraction and as outlined in this Policy and the District's Code of Conduct. Classroom teachers, when students are under their charge, are authorized to impose any appropriate disciplinary sanctions, as outlined in this Policy and the District's Code of Conduct, other than suspension, expulsion, or in-school suspension.

Students who violate the rules and regulations of the District's Code of Conduct will be subject to a range of disciplinary sanctions. The grounds for disciplinary action apply whenever the student's misconduct is reasonably related to school or school sponsored events or activities, including, but not limited to: (i)a) on, or within sight of, school grounds before, during, or after school hours or at any other time when the school is being used by a school group; (i)b) off school grounds at a school sponsored event or activity, or any event or activity which bears a reasonable relationship to the school; (i)c) traveling to or from school or a school-sponsored event or activity; or (i)d) anywhere, if the conduct may reasonably be considered to be a threat or an attempted threat or intimidation of a staff member, Board member or student, an interference with school purposes and/or an educational function or any conduct that may reasonably carry over into the school setting.

Disciplinary measures may include, but are not limited to: a disciplinary conference; the withholding of privileges; seizure of contraband; suspension from school for up to ten (10) days, provided appropriate procedures are followed; expulsion from school and all school sponsored activities and events for a period of up to two calendar years, provided appropriate procedures are followed; notification of law enforcement authorities whenever the misconduct involves illegal drugs, controlled substances, look-alikes, alcohol, weapons, or violations of local, state or federal law; notification of parents or guardians of record with the District; removal from the classroom environment; in-school suspension for a period not to exceed 5 school days; and/or before or after school detention, provided the student's parent or guardian of record with the District has been informed.

Students serving out of school suspensions or expulsions are prohibited from being on school grounds or in attendance at school sponsored activities or events. School officials shall properly supervise students serving in-school suspensions, as well as before and after school detentions. Corporal punishment shall not be used. Teachers, other certified educational District employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain the safety of the student, other students, school personnel or other persons, or for the purpose of self-defense or defense of property.

A student who is subject to suspension or expulsion may be eligible for a transfer to an alternative educational setting.

Students shall be afforded due process as required by law prior to the imposition of disciplinary sanctions.

II. Parent-Teacher Advisory Committee (Known as the O.P.R.F.H.S. Joint Committee on Student Behavior and Discipline)

In compliance with *The School Code of Illinois*, the District shall establish a Parent-Teacher Advisory Committee for the purpose of reviewing the District's student discipline policies and procedures. The Advisory Committee shall make recommendations to the District regarding aggressive behavior on the part of students, including bullying, recommend procedures for notifying parents, as well as recommendations regarding early intervention procedures based on available community and district resources. The Advisory Committee shall annually review the District's *Code of Conduct*.

III. Code of Conduct

The Assistant Superintendent for Pupil Support Services ~~Principal~~ for Student, Health, and Safety, with input from the Parent-Teacher Advisory Committee, shall develop a *Code of Conduct* that fully outlines the District's behavioral expectations of students. The *Code of Conduct* shall be presented annually to the Board of Education for its review and approval.

The *Code of Conduct* shall be distributed annually to students and their parents or guardians of record with the District within fifteen (15) days of the beginning of the school year or a student's enrollment.

IV. Legal Authority to Expel or Suspend

A. Section 10-22.6(a) of *The Illinois School Code of Illinois* grants a Board of Education the authority to expel a student guilty of gross disobedience or misconduct. Expulsion may be for any length of time from 11 days to two calendar years. Only the Board of Education may expel a student, and this may occur only after the student and parents or guardians of record with the District have been requested to appear at a Hearing before a Hearing Officer appointed by the Board of Education.

B. Pursuant to Section 10-22.6(b) of *The School Code of Illinois*, the Board of Education has conferred upon the Superintendent, ~~Principal~~, the Assistant Principal for Student Health and Safety ~~Superintendent for Pupil Support Services~~, and the Deans of Discipline, and other designated administrators the authority to suspend pupils guilty of gross disobedience or misconduct for a period not to exceed 10 consecutive school days. The District's *Code of Conduct* lists some of the specific types of misbehaviors that constitute gross disobedience or misconduct.

V. Suspension Procedures

A student may be suspended from school for up to ten (10) school days at a time for gross disobedience or misconduct. Disciplinary action based on conduct which occurs at the end of the

school year may be extended into the following school year. The following procedures shall generally apply to students recommended for expulsion.

- A. Authorized school personnel will confer with any student who is under consideration for suspension prior to taking such disciplinary action, unless the student is unavailable.
- B. Prior to any suspension, authorized school personnel will ascertain whether the student is a sspecial eEducation student or may be eligible for sSpecial eEducation services. If so, authorized school personnel must also follow the District's sSpecial eEducation procedures.
- C. The student will be advised of the reason(s) for the proposed suspension and the evidence in support of the reason(s). The student will be given an opportunity to respond to the allegations.
- D. Authorized school personnel may then determine whether to suspend the student.
- E. When the student poses an immediate and continuing danger to persons or property, the student may be summarily removed from school without holding a suspension conference as set forth above. In such event, written notice, sent by certified mail or hand delivered by the Superintendent/~~Principal~~ (or his/her designee) will be given to the student and his/her parent(s) or guardian(s). The notice will request the student to attend a post-suspension conference as soon as possible after the notice is received. Failure to attend the scheduled conference will constitute a waiver of such conference. Regardless of the student's attendance at the post-suspension conference, the parent(s) or guardian(s) will be advised by written notice of any subsequent disciplinary decision.
- F. Parents or guardians of record shall receive written notice of the student's suspension via certified return receipt mail. The notice shall include: (a) a statement of the reason(s) for the suspension, including any school rule which has been violated; (b) the dates and duration of the suspension; and (c) a statement of the parent(s)' or guardian(s) of record's right to appeal the decision.
- G. To appeal a suspension, a student and/or parent or guardian must make a written request per the District's Decision and Appeal Process to the Assistant Superintendent for Pupil Support ServicesPrincipal for Student Health and Safety. The appeal must be postmarked within three (3) calendar days after receiving written notice of the suspension. ~~Student Discipline Hearings will be conducted by a Hearing Officer designated by the Board of Education and will follow the same hearing procedures outlined below for expulsions.~~ Per The School Code of Illinois, a meeting shall be held to review such an appeal with the Assistant Principal for Student Health and Safety and the student and/or parent/guardian. Per the District's Decision and Appeals Process, the next and final appeal must be made to the Principal. This final appeal must be made through a written request to the Principal and postmarked within three (3) calendar days after receiving written notice of the denial of the first appeal. Per The School Code of Illinois, the Board of Education will review any appeal made to the Principal regarding a suspension.

VI. Expulsion Procedures

Prior to any recommendation for expulsion, authorized school personnel will ascertain whether the student is a sSpecial eEducation student or may be eligible for sSpecial eEducation services. If so, authorized school personnel must also follow all sSpecial eEducation procedures. The following procedures shall generally apply to students recommended for expulsion.:

VII. Notification

A. The District will notify the parent(s) or guardian(s) of record by certified letter of the proposed expulsion and the student's right to an expulsion hearing.

B. The expulsion notice will include:

1. a statement of the reason(s) for the proposed expulsion, including any District or school rule that has been violated;
2. the potential maximum duration of the expulsion;
3. the time and place of the expulsion hearing; and
4. a statement of the parent(s) or guardian(s) right to be present at the hearing and/or represented by an attorney or other representative.

VIII. Hearing

A. A Student Discipline Hearing shall be conducted by a Board appointed Hearing Officer; However, the Board of Education reserves the right to preside over expulsion hearings consistent with Section 10-22.6 of The Illinois School Code of Illinois.

B. The student may attend the Hearing along with his/her parent(s) or guardian(s) and may be represented by an attorney or other representative. If the administrator recommending the expulsion has proof of notice of the Hearing being sent and received, the Hearing may proceed regardless of whether the student and his parent(s) or guardian(s) of record choose to attend.

C. The Hearing will be conducted as follows:

1. -Authorized school personnel and the student, or his/her representative, may make short opening statements concerning both the charges of gross disobedience/misconduct and the appropriate discipline.
2. -Authorized school personnel will first present evidence. The student or representative may cross examine all witnesses in attendance at the Hearing, and review any written evidence presented by authorized school personnel.

3. The student or his/her representative may then present evidence to refute the charges. The District may cross examine all witnesses in attendance at the Hearing and review any written evidence presented by the student or representative.
4. The Hearing Officer or Board, at any time, may direct questions to the parties or their witnesses.
5. Student witnesses may be requested to testify at a Hearing. If a parent or student wishes to call a student witness to testify at a Hearing, it is their responsibility to arrange for the student witness to be in attendance. Authorized school personnel may provide a written summary in which the identity of a student witness is concealed if any imminent fear of reprisal exists.
6. Authorized school personnel and the student or his/her representative may make closing statements at the conclusion of the Hearing concerning both the issue of gross disobedience/misconduct and the issue of appropriate discipline.
7. The Hearing Officer shall prepare a written summary of the testimony and evidence received at the Hearing.

IX. Administrative Review Committee Action

The Hearing Officer's report shall be forwarded to the Administrative Review Committee, who will review the report to determine whether to recommend expulsion to the Board. The parent or guardian of record shall be notified of the Administrative Review Committee's determination. If the Administrative Review Committee decides to recommend expulsion, the Board of Education shall be provided a copy of the Hearing Officer's Report.

X. Board Action

- A. If the Administrative Review Committee decides to recommend expulsion to the Superintendent/~~Principal~~ and the Superintendent/~~Principal~~ agrees, the Superintendent/~~Principal~~ will forward an expulsion recommendation to the Board of Education. The Board of Education shall consider the Hearing Officer's written report in executive session.
- B. The Board will determine and make findings on the following two issues:
 1. the validity of the charges of gross disobedience or misconduct; and
 2. the appropriate disciplinary measure, if any, if the charges are upheld.

The parent or guardian of record shall be notified of the Board of Education's determination.

Accepted Date(s):	November 18, 2004; March 21, 2002;
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Adopted Date:	April 22, 1982
Review Date:	
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Related Policies:	
Related Instructions	
And Guidelines:	
Cross Ref.:	

Policy 5117, Residency and Tuition

- I. A student is required to reside within the boundaries of the District in order to attend school in the District without tuition charge. Under the provisions of Section 10-20.12a of *The School Code of Illinois*, the Board of Education has the duty to charge tuition to any non-resident student permitted to attend a District school.

Each student, with his/her parent/guardian, will be required to demonstrate residency. Such information and documentation will be subject to verification by District personnel using District enrollment and residency forms.

The Board of Education recognizes the importance of and the responsibility of conducting the residency verification process as expeditiously as possible in order to eliminate or reduce the loss of instructional time for students. Therefore, the Superintendent will establish rules and procedures intended to enroll students as expeditiously as possible and in a manner that respects the dignity of each individual. As used in this policy, the term "Superintendent" includes the designee of the Superintendent.

- II. As used in this policy, the term "parent" includes a person with legal custody of the student who has established his/her primary residence in the District. Legal custody exists in any one of the following circumstances.

- A. Custody is exercised by a natural or adoptive parent with whom the student resides.
- B. Custody has been granted by court order to a person with whom the student resides for reasons other than to have access to the educational programs of this District.
- C. Custody is exercised under a short-term guardianship for reasons other than to have access to the educational programs of this District. Short-term guardianship is transferred by a document containing information specified by law and signed by the parent transferring guardianship to another person. Unless court approval is obtained, the transfer cannot exceed 60 calendar days.
- D. Custody is exercised by a caretaker adult relative who is receiving aid under the Illinois Public Aid Code for the student who resides with that caretaker for purposes other than to have access to the educational programs of this District.
- E. Custody is exercised by an adult who demonstrates that, in fact, he/she has assumed and exercises legal responsibility for the student and provides the student with a regular fixed nighttime dwelling for purposes other than to have access to the educational programs of this District.

- III. A student will be deemed a resident of this District and enrolled on a tuition-free basis in the following circumstances:

- A. In all cases in which Special Education services and facilities are provided pursuant to Article 14 of *The School Code of Illinois*, residency shall be determined in accordance with Sections 14-1.1a and 14-1.11 of *The School Code of Illinois*.
- B. The student has been placed with a foster parent or child care facility by the Department of Children and Family Services outside this District, but DCFS has determined it to be in the best interest of the student to maintain attendance in ~~the~~ District. In this instance, the responsibility for provision of transportation will rest with DCFS.
- C. The student is at least 18 years old and has established his/her primary residency in the District and intends to remain in the District indefinitely or for a substantial period of time.
- D. The student is under 18 years old, but has been emancipated by court order or marriage and has established his/her primary residence in the District and intends to remain in the District indefinitely or for a substantial period of time.
- E. District 200 shall abide by the Education for Homeless Children Act as defined by *The School Code of Illinois*, 105 ILCS 45/1-1 to 105 ILCS 45/1-45. A homeless student is one who: (1) lacks a fixed, regular and adequate nighttime place of abode; or (2) has a primary nighttime place of abode as defined in the procedures for this policy.
- F. Non-resident students whose parents demonstrate sufficient intent to establish residency within 60 calendar days from the student's first days of attendance shall be permitted to attend subject to the procedures for this policy.
- G. A regular education student who is a resident and who becomes a non-resident during a school term may complete that term without payment of tuition. However, a special education student may be subject to dis-enrollment upon becoming a non-resident in accordance with *The School Code of Illinois*.
- H. Any student who is a resident during a school term and becomes a non-resident due to the military service obligation of his/her custodial parent may maintain his/her residency status as determined prior to the military obligation. This request must be made in writing by the parent with legal custody of the student.
- III. A student whose parents are citizens and residents of a foreign country and who is living with a family resident in this District may, with the approval of the Superintendent, attend the school as an exchange student subject to the procedures for this policy. The maximum number of exchange students meeting these criteria who will be accepted in the District in a given school term will be six subject to the provisions of the exchange programs included

in the Advisory List of International Travel and Exchange Programs. Immigrants are not considered to be exchange students and are subject to the ordinary rules of residency.

- I. Under Sections 20.12a and 10-22.5 of The School Code of Illinois, the Board of Education may, but is not required to, admit non-resident students. Due to limited capacity in the school, it is the policy of the Board of Education to deny admission to non-resident students. If in exceptional circumstances, the Board of Education permits a non-resident student to enroll or continue enrollment or if an unauthorized non-resident student attends, the student must be charged tuition in accordance with the mandate of The School Code of Illinois.
- IV. If the District has not certified residency for a student, that student will not be permitted to enroll and begin attendance in the District on a tuition-free basis until District residency is certified.
- V. Unless another means of communication is specified in this policy any written communication from the Superintendent or the Board of Education, whether it be the result of a decision, notice of a hearing, or a request for information or otherwise, shall be deemed conclusively given as of the time the communication is deposited in the United States mail, postage prepaid, addressed to the person to whom the communication is directed at the last known address in possession of the District.

Amended:	February 28, 2008; December 22, 2005; August 28, 2003; February 22, 2001; May 22, 1997; July 8, 1993; November 8, 1989; November 20, 1986; October 17, 1985; December 19, 1984; November 15, 1983; November 18, 1982; July 26, 1979; June 8, 1978; October 20, 1977; January 22, 1976; October 17, 1974; December 17, 1970; October 17, 1968; and December 20, 1967
Adopted Date:	February 25, 1965
Review Date:	September 2005
Law Reference:	105 ILCS 5/10-20.12a & b; 105 ILCS 5/10-22.5; 105 ILCS 5/14-1 et.seq.; 105 ILCS 45/1-1 et.seq.,
Related Policies:	
Related Instructions	
And Guidelines:	
Cross Ref:	

Administrative Procedures for Policy 5117, Residency and Tuition

I. Homeless Students

A primary nighttime place of abode for a homeless student is defined as one that is:

- A. a supervised publicly or privately operated shelter designated to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing);
- B. an institution that provides a temporary residence for individuals intended to be institutionalized; or
- C. a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings.

A parent or guardian of a homeless student may enroll that student in either the "school of origin" or in the school for the attendance area in which the student actually lives. "School of origin" is the school that the student attended when permanently housed or the school in which the student was last enrolled.

II. Tuition

- A. The school auditor provides, as part of the annual audit, information necessary for the Board of Education to charge each non-resident pupil tuition equal to the per capita cost of maintaining the high school for the preceding school term. Tuition is payable by cashier's or certified check prior to the beginning of each semester. Tuition shall be prorated when non-resident attendance is for less than a complete semester.
- B. Parents/guardians may make the payment of tuition in advance by cashier's or certified check for the number of school days within the 60-calendar day period. Demonstration of sufficient intent must be by a real estate purchase contract or a closing statement or a lease, showing entitlement to possession within the 60-day period. Within the 60-day period, residency must be demonstrated subject to verification by District personnel using District enrollment with residency forms. If residency is not established within the 60-day period, the student shall be disenrolled effective at the end of the 60-day period or as soon thereafter as reasonably possible, subject to the payment of tuition for any additional days of attendance beyond the 60 days. If residency is established within the 60-day period, the tuition for this period will be refunded.

III. Citizens/Residents of a Foreign Country Living with Resident of District 200

A student may enroll in the District for a period of time not to exceed one school term without payment of tuition only if (1) the student is participating in an international exchange program specifically listed in the Advisory List of International Travel and Exchange Programs prepared annually by the Council on Standards for International Educational Travel in Reston, Virginia; (2) the student exchange program has been approved by the State Board of Education; (3) the student is sufficiently proficient in the English language to do coursework without special language assistance; and (4) meets any other requirements enumerated by the Office of Homeland Security or other governmental entity or authority.

IV. Non-Residents

- A. The Superintendent is authorized to permit admission of a non-resident student, if the Superintendent determines in his/her discretion that the student is about to become a resident of the District, or to permit continued enrollment beyond the end of the current school term should a student become a non-resident while enrolled, if in each case the Superintendent determines in his/her discretion that the benefits of such enrollment to the student and the school substantially outweigh the burdens such enrollment imposes. Transportation of nonresident students is the responsibility of the student's parent(s) or guardian of record.
- B. The Superintendent may investigate and determine the residency of any student before or after enrollment in accordance with the applicable provisions of Illinois law and may require the involved persons to provide additional information to be considered by the District in determining residency. Such information may include, but is not limited to, real estate contracts, leases, financial documents, voter registration, tax documents, bills, and vehicle registrations and licenses. The investigation may include, but not be limited to interviews, completion of questionnaires, observations, and home visits. Whenever the Superintendent receives information believed to be reliable questioning the residency of the student, the Superintendent shall conduct an investigation to determine whether the student is a resident of the District.

If a student has not begun attendance in school when residency is questioned, the Superintendent shall generally deny attendance pending determination of the student's residency; however, students who are considered homeless under the Education for Homeless Children Act, 105ILCS 45/1-1 et seq. and Section VII of this policy, shall be enrolled immediately. At the conclusion of the investigation and after providing the student and the student's parents or other appropriate person an opportunity to discuss the matter, the Superintendent shall make a decision as to the student's residency. If the Superintendent determines that the student is not a resident, the Superintendent will take appropriate action, which shall include refusing to enroll the student.

If the Superintendent determines that a student already enrolled is not a resident of the School District, notice of the decision, the amount of tuition owed, and an opportunity for a hearing shall be given in accordance with the procedures specified in *The School Code of Illinois*. The student shall be disenrolled and tuition charged for the period of non-residency, if non-residency is found by the Superintendent, subject to appeal to, and/or affirmation by, the Board of Education; however, pending any appeal to, and/or affirmation by the Board of Education or the Superintendent's determination of non-residency, a student enrolled and attending school in the District may continue to attend school. The person responsible for the student, or the student if 18 years or older, is responsible for tuition pending an appeal if non-residency is found by the Board of Education, as well as tuition for the balance of the period of non-residency.

If the Superintendent determines that the student is not a resident, the notice (1) shall be given to the person who enrolled the student; (2) shall state the amount of tuition due and, if applicable, the intent to dis-enroll the student; and (3) shall be given by certified mail, return receipt requested. No student shall be disenrolled until at least 10 days after receipt of the tuition notice or, if a hearing is requested under Section X and it is requested that the student remains in school pending the hearing, until the conclusion of the hearing process.

V. Review of adverse residency decisions shall be subject to the following rules.

- A. The ~~person-parent~~ who enrolled the student may request a review hearing within 10 days of receipt of the Superintendent's notice of decision. If a hearing is requested, the Board of Education, or the Superintendent, shall notify the requestor within 10 days, by certified mail, of the time and place of the hearing. The hearing shall be held not less than 10 and not more than 20 days after the date of the notice of the hearing.
- B. The Board of Education may hold the hearing itself or designate a hearing officer to do so. The requestor may also be represented by the representative of its choice, and has the burden of providing evidence of the student's residency.
- C. If a hearing officer conducted the hearing, the hearing officer shall send his/her findings to the Board of Education and the person who enrolled the student within five (5) days after the close of the hearing. The person who enrolled the student may file written objections to the Superintendent within five (5) days after receiving the findings. Within 15 days of the hearing, the Board of Education shall make a final determination as to the student's residency and send its decision to the person who enrolled the student.

Policy 5143, ADMINISTRATION OF MEDICATIONS

The Superintendent/Principal (or his/her designee) shall establish regulations for the administration of medications to students. The regulations shall be substantially based on the Recommended Guidelines for Medication Administration in the Schools published by the Illinois Department of Public Health and State Board of Education and shall provide for administration of medication to a student during school hours or during school activities only when necessary to maintain the student in school.

A copy of the regulations will be sent to parents or guardians of each student in the summer registration letter.

Amended Dates:	October 26, 2006
Adopted Date:	August 26, 1993
Review Date:	
Law Reference:	Ill. Rev. Stat. ch. 122, par. 10-20.14b.
Related Policies:	
Related Instructions	
And Guidelines:	
Cross Ref.:	

REGULATIONS GOVERNING ADMINISTRATION OF MEDICATIONS TO STUDENT POLICY 5143

I. Authorization for Administration of Non-Asthma and Non-Epinephrine Auto-Injectors (Epi Pen) Medication to Students

A. Only those medications necessary to maintain a student in school and which must be given during school hours or school activities may be administered to a student. All medications given to students must be prescribed by a licensed prescriber on an individual basis as determined by the student's health status. Standing orders may not be used as a basis for administration of medication.

B. Approval for administration of medication must be obtained from the Health Services Office ~~school nurse~~ as follows:

1. A written order for prescription and non-prescription medications must be obtained from the Health Services Office ~~school nurse~~, completed and signed by the student's licensed prescriber, signed by a parent or guardian, and filed with the school nurse. The order must include the following:

- a. the student's name;
- b. licensed prescriber's name, signature, and date of signature;
- c. licensed prescriber's regular and emergency telephone
- d. numbers;
- ~~d.e.~~ -name of medications
- e.f. dosage;
- ~~f.g.~~ route of administration;
- ~~g.h.~~ frequency and time of administration;
- ~~h.i.~~ date prescription was filled;
- ~~i.j.~~ date order by licensed prescriber;
- ~~j.k.~~ discontinuation date;
- ~~k.l.~~ diagnosis requiring medication;
- ~~l.m.~~ intended effect of medication;
- ~~m.n.~~ side effects from medication for which the student must be observed;
- ~~n.o.~~ whether the student may self-administer and, if so, instructions for self-administration;
- ~~o.p.~~ emergency conditions under which medication should be administered including directions for administration by a certified staff member if administration by the school nurse,

emergency medical personnel, or self-administration cannot reasonably be achieved;

~~P.O.~~ other medications the student is receiving;

~~Q.T.~~ time interval for re-evaluation; and

~~F.S.~~ the parent's or guardian's name, signature, date of signature, and regular and emergency telephone numbers.

2. The school nurse shall review the written order, require any additional information from the parent or guardian or the student's licensed prescriber appropriate to complete the review, consult with the Superintendent/~~Principal~~ (or his/her designee) as appropriate and approve or deny the order depending on its completeness. An appeal of the denial of any order prescribing the administration of medication may be made by the parent or guardian to the Superintendent/~~Principal~~ or (or his/her designee) of the school and then to the Superintendent/~~Principal~~ (or his/her designee).

II. Persons Authorized to Administer Medication

- A. The school nurse or any registered nurse approved by the school/~~District~~ may administer medications under these guidelines.
- B. Any ~~faculty-certified staff~~ member or any health aide may supervise self-administration of medication by a student under these guidelines.
- C. Any ~~faculty-certified staff~~ member may, but is not required to, administer medications in emergency situations if, under the circumstances, the school nurse or emergency medical personnel cannot be available in sufficient time and the student cannot self-administer the medication. Under no circumstances are ~~faculty-certified staff~~ members or other school employees required to carry medications for students nor are they required to ensure that students carry such medications.
- D. Parents/guardians may administer medications in school with the approval of the school nurse or the Superintendent/~~Principal~~ (or his/her designee), ~~of the school.~~

III. Procedures for Administration of Medications

- A. The student shall report to the Health Services Nurse's ~~Office~~ or other designated area at the time the medication is to be administered.
- B. Each dose of medication shall be documented in the student's individual health record. Documentation shall include date, time, dosage, ~~-route,~~ and the

signature of the person ~~administering the~~ administering the medication or supervising the student in self-administration.

- C. Over-the-counter and prescription medication orders must be renewed annually. Changes in medication shall be through a revised order or other written authorization from the licensed prescriber as approved by the school nurse.
- D. Medication must be brought to the school in the original package or an appropriately labeled container.
 - 1. Prescription medications shall display the following:
 - a. student's name;
 - b. prescription number;
 - c. medication name/dosage;
 - d. administration route and/or other directions;
 - e. date and refill;
 - f. licensed prescriber's name;
 - g. pharmacy name, address and phone number; and
 - h. name or initials of pharmacist.
 - 2. Over-the-counter medications (OTC) should display the following:
 - a. OTC (non-prescription) medications shall be brought to school with the manufacturer's original label with the ingredients listed and the student's name affixed to the container.
- E. Medications, and special items necessary to ~~administer~~ administer medications such as syringes and hypodermic needles, must be stored in a separate locked drawer or cabinet. Medications requiring refrigeration must be refrigerated in a secure area. Medications which must be available while a student is engaged in a school activity conducted away from the customary site of storage must be brought by the student to that site, unless there is prior agreement and approval of other arrangements.
- F. The parent or guardian will be responsible at the end of the treatment regime for removing from the school any unused medication which was prescribed for the student. If the parent or guardian does not pick up the medication by the end of the school term, the ~~school nurse~~ Health Services Office will dispose of them.
- G. Except in emergencies, the written order must be consulted before administration of medications.

H. A record of the administration must be made in accordance with Section A. above.

IV. Self-Administration of Asthma and Epinephrine Auto-Injectors (Epi Pen) Medication

Students shall be allowed to self-administer asthma medication or epinephrine auto-injectors (EpiPen injections) under the following conditions:

A. The medication has been prescribed by a physician, a physician's assistant or advanced practice registered nurse possessing the proper authority to prescribe medication;

B. The student's parents or guardians have provided the Health Services school nurse with written authorization for the self-administration of asthma medicine or epinephrine auto-injectors (EpiPen injections) and a written statement from the student's physician, physician assistant, or advanced practice nurse containing the following information to be kept on file in the Health Services Office nurse's office:

1. the name and the purpose of the medication;
2. the prescribed dosage; and
3. the time or times at which or special circumstances under which the medication is to be administered; and

C. The student's parents or guardians have signed the District's "Hold Harmless and Indemnity Agreement for the Self-administration of Asthma Medication or epinephrine auto-injectors (EpiPen injections)." This Agreement is available in the Nurse's Health Services Office.

Parents/guardians have the primary responsibility for the administration of medication to their children. Only those medications necessary to maintain a student in school and which must be given during the administration of medication to students during regular school hours or during school related activities may be administered to a student. ~~is discouraged unless necessary for the critical health and well-being of the student.~~ The administration of medication to students is subject to guidelines established by the Superintendent/Principal (or his/her designee), in keeping with state agency recommendation (e.g., Illinois Department of Professional Regulation, Illinois Department of Public Health, and Illinois Department of Public Health, and Illinois State Board of Education).

Procedures and Guidelines

1. **Medication Authorization Form.** ~~No~~ school personnel shall administer to any student, nor shall any student possess or consume any prescription or non-prescription medication except after filing complete Medication Authorization information. This authorization and any subsequent changes shall include the following:

- ~~P~~physician, dentist, or podiatrist's (licensed prescriber) written prescription with ~~Child's~~ student's name, medication name and dosage, date of order;
- ~~a~~Administration instructions (route, time or intervals, duration of prescription);
- ~~I~~ntended effects and possible side effects; and
- ~~P~~arent/guardian written permission, phone number, and email address in case of emergency.

The school nurse will review the written authorization and will consult with the parent/guardian, licensed prescriber, or pharmacist for additional information, as necessary.

2. **Appropriate Containers**—Medication and refills are to be provided in containers which are:

- ~~P~~rescription-labeled by a pharmacy or licensed prescriber (to display Rx number, student name, medication, dosage, directions for administration, date and refill schedule, pharmacy label, and name/initials of pharmacist); or
- ~~M~~anufacturer-labeled for non-prescription over-the-counter medication.

3. **Administration**—Medication will be administered by the ~~Registered Nurses, or school administrator~~ Health Services' nurse. Other ~~certified~~ ~~certified~~ school personnel may also volunteer to assist in medication administration, and they will receive instructions by the ~~school~~ Health Services' nurse. If no volunteer is available, the parents/guardian must arrange for administration. The Health Services' school nurse or administration retains the discretion to deny requests for administration of medication. The parent or guardian may make an appeal of denial of any order prescribing the administration of the medication to the Superintendent/Principal (or his/her designee).

4. **Self-Administration**—A student may self-medicate at school if so ordered by his or her physician; ~~H~~however, the medication must be stored in the Health Services Office and a completed Medication Authorization Form must be on file. Daily documentation will be provided as below (#75) for such ~~H~~Health Services' Office supervised self-administration. For "as needed" medications such as those taken by students with Asthma, the physician may also order that the student carry the medication on his or her person; ~~H~~however, no daily documentation will be possible. Self-administration privileges may be withdrawn if the student exhibits behavior, which indicates lack of responsibility toward self or others in regards to his or her medication.

5. **Food Allergies and Asthma** A Medical Authorization Form must be filed in the Health Office if the student is carrying medication (e.g., Epipen, Inhaler). All faculty and staff receive training annually related to the use of an Epipen. A medical alert is sent to all teachers, coaches, and sponsors of students with medical conditions, as well as food allergies. School rules state that no food or drink is allowed in the classrooms unless required due to a student's medical condition. If a student needs a cafeteria table surface cleaned before use, the Counselor will make the initial contact to the cafeteria staff. OPRFHS District 200 is not responsible for the food that a student chooses to consume. Information related to the ingredients of food prepared and served in the cafeteria can be requested from the Director of Food Service.

6. **School Activities** A Medical Authorization Form must be filed in the Health Services Office and medication is to be stored in the Health Services Office. Under no circumstances are faculty members or other school employees required to carry medications for students nor are they required to ensure that students carry such medications. Medications which must be available while a student is engaged in a school activity conducted during non-school hours and/or conducted away from the customary site of storage will be distributed to the student at the end of the day (3:00 – 3:15 p.m.) from the Health Services Office and must be brought by the student to that site, unless there is prior agreement and approval of other arrangements. Any faculty member or any health aide may supervise self-administration of medication by a student under these guidelines. Self-administration under these circumstances will not be documented.

7. **Storage and Record Keeping**—Medication will be stored in a locked cabinet. Those requiring refrigeration will be in a secure area. Each dose will be recorded in the student's individual health record. The parent may be notified if indicated. To assist in the safe monitoring of side effects and/or intended effects of the treatment with medication, faculty and staff may be informed regarding the medication plan. ~~Medications, which must be available while a student is engaged in a school activity conducted away from the customary site of storage, must be brought by the student to that site, unless there is prior agreement and approval of other arrangements.~~

8. **Documentation, Changes, Renewals, and Other Responsibilities**—~~T~~To facilitate needed documentation, physician orders, any changes in the orders, and parent permissions may be faxed to 708-434-3912. It is the parent/guardian responsibility to assure that all physician orders and permissions are brought to school and refills provided when needed and to inform the ~~Health Services Offices'~~ school nurse of

any significant changes in the student's health. Medication remaining at the end of the school year must be taken home or will be discarded. Over-the-counter and prescription medication orders must be renewed yearly.

Oak Park and River Forest high School

MEDICATION AUTHORIZATION

Health Services Fax: _____ 708-434-3912

Student Name: _____ Date of Birth: _____ & ID # _____

- Regulation Highlights (See reverse side for more details and information.)
- ☐ Medical form is required for all OTC and Rx medicine.
- ☐ Physician must fill in form for all OTC and prescription medicine.
- ☐ All medicine must be provided in a pharmacy or brand labeled bottle with student name, dose, and time.
- ☐ Unused medication must be picked up; any left at the end of the year will be discarded.

Physician's Order

(All medications need a Physician's Order. See ~~Regulations Governing the Administration of Medications on Reverse Side.~~)

Student's Name _____ Date of Birth _____
Medication _____ Dosage _____
Time to be given/Instructions _____ Route _____ Starting Date _____
Ending Date _____ Time Interval for Re-evaluation _____
Diagnosis/Reason for medication _____
Procedure if dosage is missed _____
Possible side effects _____
Other Medications student is receiving _____

ASTHMA OR ALLERGY MEDICATION ONLY—e.g., Inhaler, EpiPen

1. Student may carry medication on his/her person _____ Yes _____ No
2. Student may self-administer medication _____ Yes _____ No
(It is recommended that "backup" medication be stored in health services as well.)
Directions for self-administration _____

Physician's Name (Print) _____ Address or Office Stamp _____

Physician's Signature _____

Date _____ Regular Phone _____ Emergency Phone _____

Over-the-counter medication must be in the manufacturer's labeled container.
Prescription medication MUST be in containers labeled by a physician or pharmacist. (See #2 on reverse)

Parental Authorization

I authorize Oak Park and River Forest High School District 200 OPRFHS employees to administer/supervise the medication described above to my child in accordance with the School District's Regulations Governing the Administration of Medications in the School (on reverse side of this form.) I agree to indemnify and hold harmless OPRFHS, its Board of Education and the Board's members, officers, employees, and volunteers from any claim, liability, loss or expense, including reasonable attorneys' fees, suffered by any of the foregoing indemnities and arising out of a claim related directly or indirectly to my son/daughter's self-administration of the above referenced medication of and brought by me, any other parent or guardian of my student or another student, or by or on behalf of my student or another student. We understand that the OPRFHS and the foregoing individuals are to incur no liability as a result of any injury arising from the self-administration of medication, provided, however, this indemnity and hold harmless commitment does not apply to the willful and wanton conduct of the foregoing indemnities.

Signature(s) _____

Student's Name _____ Date _____

Parent/Legal Guardian _____

Signature _____

Emergency Phones _____ of
number _____

Mother/Guardian _____ Father/Guardian _____

For Office Use Only

Signature of School Nurse _____

Date _____

Email _____ Address _____ of

Mother/Guardian _____ Father/Guardian _____

Approved _____ by _____ School Nurse _____ to _____ begin _____ administration _____ on _____

Signature _____ of _____ School Nurse _____ Date _____ of

Signature _____

Physician's orders and parental authorization must be renewed YEARLY for all prescription or over the counter medications. (Form may be copied as needed.)

***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: April 29, 2010

RE: Hearing for the Fiscal Year 2009 - 2010 Amended Budget

BACKGROUND

The Fiscal Year 2009 - 2010 Amended Budget was presented at the March 16, 2010 Special Board of Education meeting to be placed on display for 30 days.

SUMMARY OF FINDINGS

I will be available to answer any questions presented by the public at this Public Hearing.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

To present the Fiscal Year 2009 - 2010 Amended Budget to be adopted by the Board of Education.

AGENDA ITEM X. A.

***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: April 29, 2010

RE: Adoption of Fiscal Year 2009 - 2010 Amended Budget

BACKGROUND

The Amended Budget is presented for the consideration of the Board of Education and the communities of Oak Park and River Forest. The Amended Budget was placed on display for 30 days beginning March 18, 2010. There will be a presentation of the Amended Budget and a public hearing at the April 29, 2010 regularly scheduled Board of Education meeting.

SUMMARY OF FINDINGS

Attached is the Amended Budget which contains adjustments related to new information gathered since the Original Budget was approved by the Board in September, 2009.

In addition, a change has been reflected in the O & M and Life Safety funds to reflect Summer Construction Projects which will commence prior to July 1, 2010.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To adopt the Fiscal Year 2009 - 2010 Amended Budget as presented

ROLL CALL VOTE

AGENDA ITEM X. B.

**OAK PARK & RIVER FOREST HIGH SCHOOL
FISCAL YEAR 2009 – 2010
AMENDED BUDGET
MANAGEMENT DISCUSSION AND ANALYSIS**

The Amended Budget is presented for the consideration of the Board of Education and the communities of Oak Park and River Forest. The Amended Budget will be placed on display for 30 days beginning March 18, 2010. There will be a presentation of the Amended Budget and a public hearing at the April 22, 2010 regularly scheduled Board of Education meeting.

The Original Budget, approved by the Board of Education in August 2009, was prepared based on the five-year projections using a zero-based budget model. Some of the assumptions used to compile the budget have now changed. The Amended Budget contains adjustments related to new information gathered since the Tentative Budget was presented to the Board last July.

Since the Original Budget was approved in August of 2009, the District has realized several cost saving initiatives.

- Refunded the Series 1998 Bonds for a savings of \$700,000 over the next 5 years.
- Restructured the Medical plans and a new broker was selected, realizing a savings of \$235,000 this year.
- Pre-purchased energy for an estimated savings of \$50,000.
- Bid the waste management contract for a savings of \$23,000 per year.
- Signed the Enernoc contract for additional revenue of \$36,000 over the next 3 years.

In addition, the District has realized additional sources of revenue related to a surplus distribution from the River Forest TIF district in the amount of \$954,000 and \$1,000,000 excess Loss and Cost reserves from the Bond and Interest Fund. These funds will be used for much needed construction projects on the vintage building.

EDUCATION FUND

Revenue

Federal sources of revenue have been adjusted to reflect actual grant amounts. State sources have been reduced due to the reduction in the State Hold Harmless of \$25,000 and the State Block Grant of \$82,000.

Expenditures

Minor changes have been made in different program areas to adjust the budget for changes in plans. Amounts have been increased in some areas with corresponding decreases in others.

The January 1, 2010 health insurance renewal was budgeted to be an increase of approximately 10%. However, no increase was necessary for the final 6 months of the fiscal year. The budget has been reduced by approximately \$300,000 to reflect the savings in premiums. This year the District selected a new insurance broker, changed the HMO plan to self funded, increased the stop loss attachment point and moved the pharmacy plan back to Blue Cross Blue Shield.

The increase in Support Services—Administrative reflects an increase in the budget for Courageous Conversations about Race for \$15,000, expenses related to the Superintendent search for \$40,000, the Finance Advisory Committee for \$1,900, and an increase in tuition costs for Harbor of \$55,000.

Federal Grants have been adjusted to reflect the actual grant amounts.

The remainder of the adjustments relate to the increases to the actual salaries compared to estimate salaries in various program areas and to reclassify of some account codes to properly reflect expenditures.

The \$1,000,000 transfer is the amount of funds transferred from the Working Cash Fund, to the Education Fund and then to the Operations and Maintenance Fund. These funds relate to the bond refunding.

CAFETERIA FUND

Expenditures

The Support Services – Administrative budgeted expenditures were decreased by \$43,000 to reflect a reduction in salaries and food costs due to lower than anticipated catering functions and participation rates at the high school.

OPERATIONS AND MAINTENANCE FUND

Revenue

The District has received a surplus distribution from the River Forest Town Center TIF in the amount of \$954,000. The District intends to use these funds for refurbishment of science labs. The District refinanced some of the outstanding bonds. A part of the refinance plan included harvesting \$1,000,000 from the Bond and Interest Fund which was excess fund balance due to loss and cost provisions of the levy process. The District plans to use these funds for summer 2010 construction projects.

Expenditures

The capital expenditures budget was increased to reflect an increase in costs related to construction projects. Several of the summer 2010 projects will begin before June 30, 2010 and we have adjusted the 2009-2010 budget to reflect those projects. The same dollar amount will be deducted from the 2010 – 2011 construction budget. This adjustment advances the payment of the bills into the 2009 – 2010 fiscal year while maintaining the total cost of construction over the two year period.

The Board of Education agreed to use approximately \$2,000,000 from the O & M Fund reserves in order to complete the summer 2010 projects. The use of reserves will be expended over the two budget cycles; FY 2010 and FY 2011.

BOND AND INTEREST FUND

The District refinanced the series 1998 bonds. The refunding savings is approximately \$700,000. A part of the refinance plan included harvesting \$1,000,000 from the Bond and Interest Fund which was excess fund balance due to Loss and Cost accumulation.

LIFE SAFETY FUND

Expenditures

Several of the summer 2010 projects will begin before June 30, 2010 and we have adjusted the 2009-2010 budget to reflect those projects. The same dollar amount will be deducted from the 2010 – 2011 budget. This adjustment advances the payment of the bills into the 2009 – 2010 budget while maintaining the total cost of construction over the two year period.

TRANSPORTATION FUND

Expenditures

A slight adjustment was needed to record the anticipated cost for transportation for the Prom event.

ILLINOIS MUNICIPAL RETIREMENT/SOCIAL SECURITY FUND

Expenditures

Adjustments have been made to reflect IMRF expenditures for the summer school program, which were inadvertently omitted in the Original Budget. In addition, the rate

increase effective 1/1/10 was less than anticipated due to the market recovery. We have adjusted the account accordingly.

MEDICAL SELF INSURANCE FUND

The District experienced a very positive renewal effective 1/1/10. There was no rate increase. The District has moved the HMO to a self-funded plan and the pharmacy has moved to Blue Cross Blue Shield. The budget has been adjusted to recognize the addition of the HMO premiums and claims in the self funded accounts.

**OAK PARK RIVER FOREST HIGH SCHOOL
FISCAL YEAR 2010
AMENDED BUDGET**

	EDUCATION FUND	DENTAL INS. FUND	MEDICAL INS FUND	WORKERS' COMP FUND	TORT FUND	BOOKSTORE FUND	FOOD SERVICE FUND	OP. & MAINT. FUND
Receipts								
Property Taxes	44,221,578	-	-	-	1,184,844	-	-	5,732,755
Other Local Sources	3,418,620	2,000	15,000	-	15,000	899,427	2,084,204	1,073,525
State Sources	2,315,135	-	-	-	-	-	7,812	-
Federal Sources	2,634,125	-	-	-	-	-	249,266	-
Insurance Premiums	-	453,053	4,443,347	-	-	-	-	-
TIF Rebate	-	-	-	-	-	-	-	954,000
Total Receipts	52,589,458	453,053	4,458,347	-	1,199,844	899,427	2,341,282	7,760,280
Expenditures								
General Instruction	20,435,399	-	-	-	-	-	-	-
Special Education	5,511,306	-	-	-	-	-	-	-
Adult Education	20,282	-	-	-	-	-	-	-
Vocational Programs	376,506	-	-	-	-	-	-	-
Interscholastic Programs	2,042,932	-	-	-	-	-	-	-
Summer School	309,390	-	-	-	-	-	-	-
Drivers Education	764,284	-	-	-	-	-	-	-
Other Instructional	2,936,823	-	-	-	-	-	-	-
Support Svcs. - Pupil	7,013,924	-	-	-	-	-	-	-
Support Svcs. - Admin.	4,838,406	453,053	4,443,347	-	1,007,395	895,999	2,267,152	9,976,813
Construction	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Total Expenditures	44,249,252	453,053	4,443,347	-	1,007,395	895,999	2,267,152	9,976,813
Sources of Funds	1,000,000	-	-	-	-	-	-	1,048,480
Uses of Funds	(1,000,000)	-	-	-	-	-	-	-
Change in Fund Balance	8,340,206	2,000	15,000	-	192,449	3,428	74,130	(1,168,053)
Beginning Balance (audited)	52,572,102	143,399	1,594,968	15,857	1,917,776	695,840	274,282	9,044,358
Est. Ending Balance	60,912,308	145,399	1,609,968	15,857	2,110,225	699,268	348,412	7,876,305

**OAK PARK RIVER FOREST HIGH SCHOOL
FISCAL YEAR 2010
AMENDED BUDGET**

	<i>LIFE SAFETY</i>	<i>BOND & INT.</i>	<i>TRANSP.</i>	<i>IMRF</i>	<i>WORKING</i>	<i>FY 10</i>	<i>FY 10</i>
	<i>FUND</i>	<i>FUND</i>	<i>FUND</i>	<i>FUND</i>	<i>CASH FUND</i>	<i>AMENDED</i>	<i>ORIGINAL</i>
						<i>BUDGET</i>	<i>BUDGET</i>
<i>Receipts</i>							
Property Taxes	1,734,662	2,958,262	878,289	2,209,285	1,089,966	60,009,641	60,009,641
Other Local Sources	3,045	48,480	40,964	95,721	117,249	7,813,235	7,795,235
State Sources	-	-	650,354	-	-	2,973,301	3,074,490
Federal Sources	-	-	-	-	-	2,883,391	2,716,427
Insurance Premiums	-	-	-	-	-	4,896,400	4,831,816
TIF Rebate	-	-	-	-	-	954,000	-
<i>Total Receipts</i>	<i>1,737,707</i>	<i>3,006,742</i>	<i>1,569,607</i>	<i>2,305,006</i>	<i>1,207,215</i>	<i>79,529,968</i>	<i>78,427,699</i>
<i>Expenditures</i>							
General Instruction	-	-	-	356,852	-	20,792,251	20,937,388
Special Education	-	-	-	192,753	-	5,704,059	5,804,050
Adult Education	-	-	-	-	-	20,282	20,282
Vocational Programs	-	-	-	23,157	-	399,663	442,360
Interscholastic Programs	-	-	-	103,420	-	2,146,352	2,175,231
Summer School	-	-	-	3,346	-	312,736	310,296
Drivers Education	-	-	-	7,467	-	771,751	769,230
Other Instructional	-	-	-	1,021	-	2,937,844	2,967,209
Support Svcs. - Pupil	-	-	1,494,837	358,504	-	8,867,265	9,023,213
Support Svcs. - Admin.	-	-	-	873,584	-	24,755,749	20,789,707
Construction	1,474,581	-	-	-	-	1,474,581	963,537
Debt Service	-	4,624,861	-	-	-	4,624,861	3,482,174
<i>Total Expenditures</i>	<i>1,474,581</i>	<i>4,624,861</i>	<i>1,494,837</i>	<i>1,920,104</i>	<i>-</i>	<i>72,807,394</i>	<i>67,684,677</i>
<i>Sources of Funds</i>							
<i>Uses of Funds</i>							
	-	12,229,358	-	-	1,000,000	15,277,838	666,743
	(618,263)	(11,516,888)	-	-	(1,000,000)	(14,135,151)	(666,743)
<i>Change in Fund Balance</i>	<i>(355,137)</i>	<i>(905,649)</i>	<i>74,770</i>	<i>384,902</i>	<i>1,207,215</i>	<i>7,865,261</i>	<i>10,742,932</i>
<i>Beginning Balance (audited)</i>	<i>355,137</i>	<i>2,468,889</i>	<i>2,114,846</i>	<i>1,323,641</i>	<i>5,300,950</i>	<i>77,822,045</i>	<i>77,822,045</i>
<i>Est. Ending Balance</i>	<i>-</i>	<i>1,563,240</i>	<i>2,189,616</i>	<i>1,708,543</i>	<i>6,508,165</i>	<i>85,687,306</i>	<i>88,564,977</i>

OAK PARK - RIVER FOREST HIGH SCHOOL DISTRICT 200
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Education Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	44,221,578	44,221,578	-	0.00%
Other Local Sources	3,400,620	3,418,620	18,000	0.53%
State Sources	2,416,324	2,315,135	(101,189)	-4.19%
Federal Sources	2,467,161	2,634,125	166,964	6.77%
	<u>52,505,683</u>	<u>52,589,458</u>	<u>83,775</u>	<u>0.16%</u>
<i>Expenditures</i>				
General Instruction	20,572,513	20,435,399	(137,114)	-0.67%
Special Education	5,592,252	5,511,306	(80,946)	-1.45%
Adult Education	20,282	20,282	-	0.00%
Vocational Programs	417,685	376,506	(41,179)	-9.86%
Interscholastic Programs	2,055,238	2,042,932	(12,306)	-0.60%
Summer School	309,488	309,390	(98)	-0.03%
Drivers Education	761,763	764,284	2,521	0.33%
Other Instructional	2,966,188	2,936,823	(29,365)	-0.99%
Support Svcs. - Pupil	7,144,050	7,013,924	(130,126)	-1.82%
Support Svcs. - Admin.	4,653,551	4,838,406	184,855	3.97%
	<u>44,493,010</u>	<u>44,249,252</u>	<u>(243,758)</u>	<u>-0.55%</u>
Sources of Funds	-	1,000,000	1,000,000	
Uses of Funds	<u>-</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>	
Change in Fund Balance	8,012,673	8,340,206	327,533	4.09%
Beginning Balance (audited)	<u>52,572,102</u>	<u>52,572,102</u>		
Ending Balance	<u>60,584,775</u>	<u>60,912,308</u>		

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Tort Immunity Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	1,184,844	1,184,844	-	0.00%
Other Local Sources	15,000	15,000	-	0.00%
	<u>1,199,844</u>	<u>1,199,844</u>	<u>-</u>	<u>0.00%</u>
<i>Expenditures</i>				
Support Svcs. - Admin.	1,013,645	1,007,395	(6,250)	-0.62%
	<u>1,013,645</u>	<u>1,007,395</u>	<u>(6,250)</u>	<u>-0.62%</u>
Change in Fund Balance	186,199	192,449	6,250	3.36%
Beginning Balance (audited)	<u>1,917,776</u>	<u>1,917,776</u>		
Ending Balance	<u>2,103,975</u>	<u>2,110,225</u>		

Bookstore Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Other Local Sources	899,427	899,427	-	0.00%
	<u>899,427</u>	<u>899,427</u>	<u>-</u>	
<i>Expenditures</i>				
Support Svcs. - Admin.	895,999	895,999	-	0.00%
	<u>895,999</u>	<u>895,999</u>	<u>-</u>	
Change in Fund Balance	3,428	3,428	-	0.00%
Beginning Balance (audited)	<u>695,840</u>	<u>695,840</u>		
Ending Balance	<u>699,268</u>	<u>699,268</u>		

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Cafeteria Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Other Local Sources	2,084,204	2,084,204	-	0.00%
State Sources	7,812	7,812	-	0.00%
Federal Sources	249,266	249,266	-	0.00%
	<u>2,341,282</u>	<u>2,341,282</u>	<u>-</u>	<u>0.00%</u>
<i>Expenditures</i>				
Support Svcs. - Admin.	2,309,947	2,267,152	(42,795)	-1.85%
Construction	-	-	-	N/A
	<u>2,309,947</u>	<u>2,267,152</u>	<u>(42,795)</u>	<u>-1.85%</u>
Change in Fund Balance	31,335	74,130	42,795	136.57%
Beginning Balance (audited)	<u>274,282</u>	<u>274,282</u>		
Ending Balance	<u>305,617</u>	<u>348,412</u>		

Operations and Maintenance Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	5,732,755	5,732,755	-	0.00%
Other Local Sources	1,073,525	1,073,525	-	0.00%
TIF Rebate	-	954,000	954,000	N/A
	<u>6,806,280</u>	<u>7,760,280</u>	<u>954,000</u>	<u>14.02%</u>
<i>Expenditures</i>				
Support Svcs. - Admin.	6,198,860	9,976,813	3,777,953	60.95%
	<u>6,198,860</u>	<u>9,976,813</u>	<u>3,777,953</u>	<u>60.95%</u>
Sources of Funds	48,480	1,048,480	1,000,000	2062.71%
Uses of Funds	-	-	-	
Change in Fund Balance	655,900	(1,168,053)	(1,823,953)	-278.08%
Beginning Balance (audited)	<u>9,044,358</u>	<u>9,044,358</u>		
Ending Balance	<u>9,700,258</u>	<u>7,876,305</u>		

Note: Restricted Building Fund has been combined with the Operations & Maintenance Fund for FY 10.

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Life Safety Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	1,734,662	1,734,662	-	0.00%
Other Local Sources	3,045	3,045	-	0.00%
	<u>1,737,707</u>	<u>1,737,707</u>	<u>-</u>	<u>0.00%</u>
<i>Expenditures</i>				
Construction	963,537	1,474,581	511,044	53.04%
	<u>963,537</u>	<u>1,474,581</u>	<u>511,044</u>	<u>53.04%</u>
Sources of Funds	-	-	-	
Uses of Funds	<u>(618,263)</u>	<u>(618,263)</u>	<u>-</u>	<u>0.00%</u>
Change in Fund Balance	155,907	(355,137)	(511,044)	327.79%
Beginning Balance (audited)	<u>355,137</u>	<u>355,137</u>		
Ending Balance	<u><u>511,044</u></u>	<u><u>-</u></u>		

OAK PARK - RIVER FOREST HIGH SCHOOL DISTRICT 200
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Bond and Interest Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	2,958,262	2,958,262	-	0.00%
Other Local Sources	48,480	48,480	-	0.00%
	3,006,742	3,006,742	-	0.00%
<i>Expenditures</i>				
Debt Service	3,482,174	4,624,861	1,142,687	32.82%
	3,482,174	4,624,861	1,142,687	32.82%
Sources of Funds	618,263	12,229,358	11,611,095	
Uses of Funds	(48,480)	(11,516,888)	(11,468,408)	
Change in Fund Balance	94,351	(905,649)	(1,000,000)	-1059.87%
Beginning Balance (audited)	2,468,889	2,468,889		
Ending Balance	2,563,240	1,563,240		

Transportation Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	878,289	878,289	-	0.00%
Other Local Sources	40,964	40,964	-	0.00%
State Sources	650,354	650,354	-	0.00%
	1,569,607	1,569,607	-	0.00%
<i>Expenditures</i>				
Support Svcs. - Pupil	1,488,837	1,494,837	6,000	0.40%
	1,488,837	1,494,837	6,000	0.40%
Change in Fund Balance	80,770	74,770	(6,000)	-7.43%
Beginning Balance (audited)	2,114,846	2,114,846		
Ending Balance	2,195,616	2,189,616		

OAK PARK - RIVER FOREST HIGH SCHOOL DISTRICT 200
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Illinois Municipal Retirement/Social Security Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	2,209,285	2,209,285	-	0.00%
Other Local Sources	95,721	95,721	-	0.00%
	<u>2,305,006</u>	<u>2,305,006</u>	<u>-</u>	<u>0.00%</u>
<i>Expenditures</i>				
General Instruction	364,875	356,852	(8,023)	-2.20%
Special Education	211,798	192,753	(19,045)	-8.99%
Vocational Programs	24,675	23,157	(1,518)	-6.15%
Interscholastic Programs	119,993	103,420	(16,573)	-13.81%
Summer School	808	3,346	2,538	314.11%
Drivers Education	7,467	7,467	-	0.00%
Other Instructional	1,021	1,021	-	0.00%
Support Svcs. - Pupil	390,326	358,504	(31,822)	-8.15%
Support Svcs. - Admin.	885,889	873,584	(12,305)	-1.39%
	<u>2,006,852</u>	<u>1,920,104</u>	<u>(86,748)</u>	<u>-4.32%</u>
Change in Fund Balance	298,154	384,902	86,748	29.10%
Beginning Balance (audited)	<u>1,323,641</u>	<u>1,323,641</u>		
Ending Balance	<u>1,621,795</u>	<u>1,708,543</u>		

Working Cash Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Property Taxes	1,089,966	1,089,966	-	0.00%
Other Local Sources	117,249	117,249	-	0.00%
	<u>1,207,215</u>	<u>1,207,215</u>	<u>-</u>	<u>0.00%</u>
<i>Expenditures</i>				
Other	-	-	-	N/A
	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Sources of Funds	-	1,000,000	1,000,000	N/A
Uses of Funds	-	(1,000,000)	(1,000,000)	N/A
Change in Fund Balance	1,207,215	1,207,215	-	0.00%
Beginning Balance (audited)	<u>5,300,950</u>	<u>5,300,950</u>		
Ending Balance	<u>6,508,165</u>	<u>6,508,165</u>		

OAK PARK - RIVER FOREST HIGH SCHOOL DISTRICT 200
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Dental Insurance Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Insurance Premiums	453,053	453,053	-	0.00%
Other Local Sources	2,000	2,000	-	0.00%
	<u>455,053</u>	<u>455,053</u>	<u>-</u>	<u>0.00%</u>
<i>Expenditures</i>				
Staff Services	<u>453,053</u>	<u>453,053</u>	<u>-</u>	<u>0.00%</u>
Change in Fund Balance	2,000	2,000	-	0.00%
Beginning Balance (audited)	<u>143,399</u>	<u>143,399</u>		
Ending Balance	<u>145,399</u>	<u>145,399</u>		

Medical Self Insurance Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Insurance Premiums	4,378,763	4,443,347	64,584	1.47%
Other Local Sources	15,000	15,000	-	0.00%
	<u>4,393,763</u>	<u>4,458,347</u>	<u>64,584</u>	<u>1.47%</u>
<i>Expenditures</i>				
Staff Services	<u>4,378,763</u>	<u>4,443,347</u>	<u>64,584</u>	<u>1.47%</u>
Change in Fund Balance	15,000	15,000	-	0.00%
Beginning Balance (audited)	<u>1,594,968</u>	<u>1,594,968</u>		
Ending Balance	<u>1,609,968</u>	<u>1,609,968</u>		

Self-Insurance Workers' Comp Fund

	Original Budget 2009-2010	Amended Budget 2009-2010	Difference Amount	Difference Percent
<i>Receipts</i>				
Insurance Premiums	-	-	-	N/A
Transfers	-	-	-	N/A
	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
<i>Expenditures</i>				
Staff Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Change in Fund Balance	-	-	-	N/A
Beginning Balance (audited)	<u>15,857</u>	<u>15,857</u>		
Ending Balance	<u>15,857</u>	<u>15,857</u>		

***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: April 29, 2010
RE: Acceptance of Donations and Gifts

BACKGROUND

All gifts and donations are presented to the Board of Education as received.

SUMMARY OF FINDINGS

A monetary donation was received from board member, Sharon Patchak Layman in honor of the meals enjoyed during the Superintendent Search.

RECOMMENDATIONS (OR FUTURE DIRECTIONS)

MOTION: To accept with gratitude the gifts as presented.

ROLL CALL VOTE

AGENDA ITEM X. C.

Oak Park and River Forest High School
District 200

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

TO: Human Resources Committee of the Board of Education

FROM: Jason Edgecombe

DATE: April 20, 2010

RE: Renewal of River Forest Community Center Child Care and CITE Programs Agreement

BACKGROUND

Effective for the 2008-2009 school year the District entered into a two year agreement with the River Forest Community Center (RFCC) regarding the operation of the on-site Huskie Pup Child Care Program and the sharing of space at the RFCC River Forest Campus for the Special Education CITE Program. This initial Agreement with RFCC expires on June 11, 2010.

SUMMARY OF FINDINGS

In renewing the Agreement to operate the on-site Huskie Pup Child Care Program and to share space at their River Forest Campus with the CITE Program, the RFCC is requesting an Agreement that is four (4) year in duration. While the District has not formally conducted a survey of employees who use the services of the Day Care Program, informally we are aware of a high level of satisfaction by its users. Comments such as we are well pleased and satisfied with the services of the Center; our child is thriving in the Center; our child is well cared for and safe; the Director, Teachers and Mr. Chappell are responsive to the needs of the children and the concerns of the parents; the learning needs of my child are being more than adequately met have been offered by a number of parents; and the convenience of the Center's location cannot be beat.

In addition, the RFCC has been instrumental in creating a stronger relationship with the Oak Park Township Youth Services Division, River Forest Township, Parenthesis, and the Oak Park Health Department as these organizations have worked collaboratively to meet the needs of the parenting adolescents of our communities.

In terms of weekly rates, RFCC has complied with the Agreement to limit annual increases in fees to three percent (3%) or less. For 2010-2011 the weekly rates will be \$255 for infants, \$240 for toddlers and two (2) year olds, and \$210 for pre-schoolers.

RECOMMENDATION

The Administration is pleased to recommend the approval of the renewal of the operation of the Huskie Pup Child Care Center and the CITE Program space sharing Agreement with the River Forest Community Center for a four (4) year period – July 1, 2010 through June 30, 2014 at the April 29, 2010 regular meeting of the Board of Education.

Attachments (3)

SPACE SHARING AGREEMENT

This Agreement ("Agreement") dated April 29, 2010, by and between the Oak Park River Forest High School District 200 ("School District") and the Community Center of River Forest ("Community Center") is by and for the mutual benefits and purposes set forth herein.

WHEREAS, the School District is a unit of local government established and governed by the Illinois School Code 105 ILCS 5/1-1, *et seq.*; the Community Center is an Illinois not-for-profit corporation organized for the purpose of providing services to the residents of the Township of River Forest; and

WHEREAS, both the School District and the Community Center are empowered to agree and to cooperate and to enter into contracts for services; and

WHEREAS, the Illinois School Code authorizes the School District to enter into an agreement for the purpose of providing services to individuals who reside within the jurisdictional boundaries of the School District or who work for the school district.; and

WHEREAS, the governing Boards of the School District and Community Center have determined that it is in their respective best interests to enter into an agreement to provide for child care services as provided herein,

NOW THEREFORE, the Oak Park River Forest High School District 200 and the Community Center of River Forest agree as follows:

1. Child Care Services: The Community Center shall provide all personnel and services necessary to operate a child day care center at the School District campus.

More specifically as described within the child day care provider agreement attached hereto as Exhibit A, which is incorporated herein by reference.

2. Payment for Child Care Services: The Community Center and School District shall pay for such services as specified in Exhibit A.

3. Execution of Agreement: The School District's Superintendent and the Community Center's Executive Director are hereby authorized to take any and all such steps necessary to execute and effectuate this Agreement and its terms for the term of this Agreement. The term of the agreement shall be provided in the Agreement attached hereto as Exhibit A.

4. Authority to Execute Agreement: The School District and the River Forest Community Center certify that each has the authority to enter into and bind itself in this agreement and that the parties executing this agreement have been duly authorized to bind each respective party.

IN WITNESS WHEREOF, the River Forest Community Center and the Oak Park River Forest High School District 200 have caused this Agreement to be executed by duly authorized officers thereof on the dates indicated below.

**OAK PARK-RIVER FOREST
SCHOOL DISTRICT #200**

Ralph H. Lee, Board President Protempore

ATTEST:

John C. Allen IV, Board Secretary

DATE: _____

**COMMUNITY CENTER OF
RIVER FOREST**

William Thomas, Board Chairman

ATTEST:

Dennis Alcock, Board Secretary

DATE: _____

EXHIBIT A
(Child Care Services Agreement)

This Child Care Services Agreement ("Care Agreement") is made by and between the Oak Park River Forest High School District 200 ("School District") and the River Forest Community Center ("Community Center") by and for the mutual benefits and promises set forth below:

WHEREAS, the School District is a unit of local government established and governed by the Illinois School Code 105 ILCS 5/1-1, *et seq.*, and the Community Center is an Illinois not-for-profit corporation organized for the purpose of providing services to the residents of the Township of River Forest; and

WHEREAS, both the School District and the Community Center are empowered to agree and to cooperate and to enter into contracts for services; and

WHEREAS, the Illinois School Code authorizes the School District to enter into an agreement for the purpose of providing services to individuals who reside within the jurisdictional boundaries of the School District or are employed by the school district; and

WHEREAS, the governing Boards of the School District and Community Center have determined that it is in their respective best interests to enter into an agreement to provide for child care services as provided herein,

NOW THEREFORE, Oak Park River Forest High School District 200 and the Community Center of River Forest agree as follows:

1. The Community Center shall operate a child day care facility on the campus of the School District. The Community Center shall provide these services to the

staff and students of the School District on an established priority basis. The priority shall be as follows:

- a. Oak Park River Forest High School District 200 teen parents.
- b. Oak Park River Forest High School District 200 staff.
- c. Residents of the School District and the Township of River Forest
- d. All other interested parties.

The parties agree that the weekly rates, per five (5) day week, charged for child care shall be as follows for the year commencing July 1, 2010:

-2010-2011	
<i>Infants</i>	\$ 255.00
<i>Toddlers</i>	\$ 240.00
<i>Two year olds</i>	\$ 240.00
<i>Preschool</i>	\$ 210.00

The Community Center shall not increase the above rates by more than 3% per year without the express written agreement of the School District. For purposes of this paragraph, a "year" shall end on June 30 and begin on July 1st of each calendar year. However, should the Community Center and the Board of Education mutually agree to extend the hours of service, a commensurate increase (as determined by the Community Center) in the fee structure will be deemed appropriate.

2. The Community Center shall be entitled to occupy certain areas of the School District campus on a weekly basis under the stated conditions and subject to the floor plan diagram which is attached hereto and made a part hereof as Exhibit 1. This diagram shall control all space designations described below, which shall be referred to hereinafter as the "Premises." All use of the Premises shall be subject to the general rules and regulations applicable to all occupants of School District property.

3. The Community Center shall be entitled to full use and possession of the Premises during all week days, Monday through Friday, from 6:00 a.m. to 6:00 p.m. all months of the year.

4. The employees of the child care program must be fingerprinted and be subject to a criminal background check, -which shall be completed prior to the first day of employment. Should an individual not be eligible for employment with the School District due to a criminal history; he/she shall not be eligible for employment within the child care program. It is the responsibility of the site director to provide the names of all employees to the School District, who will then issue identification cards and parking permits to the Community Center employees.

5. The Community Center shall provide a fulltime site director for the program. The site director shall be responsible for all aspects of the program including compliance with local, state and federal regulations and shall serve as a liaison between the Community Center and the School District for purposes of the child care program. The site director shall also familiarize himself/herself with the rules and regulations of the School District and shall ensure that the Community Center program abides by those rules. The site director may promulgate rules for the child care program that are not in conflict with those of the School District. The site director shall forward any rules or policies adopted to the School District at the notice location referenced below.

6. At a minimum the child care center shall be operational between the hours of 7:00 a.m. and 5:00 p.m. during the school year. In no event shall the Community Center operate its child care program before 6:00 a.m. nor after 6:00 p.m., unless mutually agreed to by both the School District and Community Center. The Community

Center may remain open after 6:00 p.m. if necessary to ensure the safety of children whose parents are late picking them up. Additionally, since it is anticipated that a number of program participants will also be children of School District employees, the Community Center will be permitted to operate an extended child care program during the evenings of School District sponsored activities including, but not limited to, Parent Open House, Parent/Teacher conferences, etc.

7. The Community Center acknowledges that the School District has installed fixtures and provided property for use on the Premises for the child care program. All fixtures located on the Premises installed or purchased by the Community Center shall belong to the School District at the expiration and termination of this Agreement. It is expressly understood by both parties that the School District retains ownership of these fixtures. The School District shall repair or replace, at its option, any fixture that is damaged as a result of use by the Community Center and the Community Center shall be responsible for the cost of said repair/replacement. The Community Center agrees to keep the fixtures and property owned by the School District in good condition subject to normal wear and tear. Likewise, the Community Center may purchase non-fixture items of property that will be located on the premises. This property shall remain the property of the Community Center and may be removed from the premises at the conclusion of this agreement. In the event that improvements must be made to the Premises, the requesting party shall bear the costs of such improvements, except where such improvements are mutually agreed upon by the School District and the Community Center. However, prior to any expenditure of funds, the Community Center

and the School District shall mutually agree upon the modifications to be made and the costs of such modifications.

Included in the use and occupancy of the Premises shall be access to the telephone and internet systems of the School District. The School District shall provide the Community Center with a direct dial telephone line. Use of such line shall be ordinary and reasonable. At the sole discretion of the School District, if it is determined that such use of the provided service is not ordinary and reasonable, the School District may modify the use or require the Community Center to be liable for any toll calls or additional expenses beyond basic connection fees for the telephone and internet service. The Community Center agrees to abide by the School District rules related to internet and telephone use. Nothing in this paragraph shall be interpreted to suggest that the School District shall be liable for temporary failure to provide the aforementioned services due to circumstances beyond the control of the School District.

8. The Community Center shall operate the child care facility in compliance with all federal statutes, statutes and administrative rules of the State of Illinois, and any requirements of the Village of Oak Park and Township of Oak Park.

9. Security for public entry into the child care program shall meet or exceed the security requirements for entry onto general School District property.

10. Personnel/employees of the Community Center, who serve as staff of the child care center, shall provide parent training for the School District staff and students, in compliance with the requirements of the 0-3 Early Childhood Grant. The School District shall appoint a liaison to work with and communicate with the Community Center site director regarding accessibility to the premises for scheduling educational

training. Said liaison shall also provide information required to the site director of the Community Center regarding the requirements of any grant that the School District needs assistance from the Community Center to obtain.

11. The School District recognizes the benefits of the services provided by the Community Center for child care for its students and staff. The School District agrees to reimburse the Community Center an amount equal to the grant revenue specifically attributable to the child care program upon receipt of the grant funds. These grant funds shall be the only payment payable by either party. The Community Center may explore other grants and available methods for contributing to the funding necessary to operate the program provided. Should the Community Center or School District receive any grants relative to the continuing operation of the child care program, it is agreed by both parties that the proceeds of those grants shall be the exclusive property of the Community Center. The parties expressly agree that the Community Center may collect Teen Age Parent Program (TAPP) Funding for the School District's teen parents, whose children are enrolled in the child care program. The parties shall cooperate with each other in identifying and applying for any other grant opportunities to assist in the funding the teen parent child care program.

12. The Community Center shall allow access to the child care program and shall cooperate with the School District to allow students in the District's Child Development classes to observe and interact with the children in the child care program; while supervised by an educator or a member of the staff of the School District and only while so supervised. All students in the Child Development program must comply with the requirements set forth by DCFS in order to observe and interact with participants in

the child care program. Should this access disturb the care given to children in the program, the parties shall meet to discuss potential solutions to the issues that have arisen. The School District shall be given an opportunity to remedy any concerns related to this access. If the concerns cannot be satisfactorily remedied then the Community Center's obligation under this paragraph may be terminated if a material number, more than 20%, of parents object to this aspect of the program.

13. As part of this agreement to share space, the Community Center agrees to permit the School District to occupy space in the River Forest Community Center for operation of the Student CITE Program with accommodations as necessary to support the Summer Camp programs of the Community Center. The Student CITE Program shall be operated by the School District from the third week of August through the end of the school year. For the administration of the CITE program, the School District shall occupy that part of the Community Center as delineated on Exhibit 2, attached hereto and made a part hereof, with the accommodation exception as noted with the Summer Camp program. In addition to access to the Premises as delineated in Exhibit 2, the School District is permitted to park not more than three (3) motor vehicles as used in the CITE Program in the parking lot of the Community Center without restriction as to day or time. The School District shall provide, on an annual basis and prior to the third week of August, a list of days and time that the School District expects to use the premises.

The School District shall provide all necessary furniture and equipment and shall contribute fifty percent (50%) of the costs toward facility reconfiguration of the Premises as necessary to accommodate the specific use of the School District. The Community Center shall ensure that the entrance to the River-Forest Community Center is ADA

compliant prior to the School District occupying the Premises. In the event that the School District must alter the premises to ensure ADA compliance and/or compliance with applicable state and local building and fire codes, the Community Center expressly agrees to permit said modifications and expressly agrees that the Community Center shall be solely liable for any costs that the School District may incur in bringing the Community Center into compliance with ADA regulations. Prior to incurring any expenditure, the School District and the Community Center shall mutually agree upon the modifications to be made and the costs thereof.

The Community Center additionally agrees to allow access to the Center's facilities that are not contained within the premises as delineated under Exhibit 2 including, but not limited to, the kitchen, fitness center, dance room, washing machines, and other areas as agreed between the parties and subject to scheduling with priorities to be determined by the Executive Director of the Community Center. Included in the use and occupancy of the premises shall be access to the telephone and internet systems of the Community Center. The Community Center shall provide the School District with a direct dial telephone line. Use of such line shall be ordinary and reasonable. At the sole discretion of the Community Center, if it is determined that such use of the provided telephone service is not ordinary and reasonable, the Community Center may modify the use or require the School District to be liable for any toll calls or additional expenses beyond basic connection fees for telephone and internet services. The School District agrees to abide by the Community Center rules related to internet use. Nothing in this paragraph shall be interpreted to suggest that the Community Center shall have any liability whatsoever for the failure of the telephone and internet systems.

The parties agree to cooperate with each other to utilize students in the CITE Program for job training experiences where permissible including, but not limited to class room assistants, clerical, food preparation, janitorial, or other appropriate and agreed upon tasks.

14. The School District and Community Center shall jointly endeavor to maintain each facility in a clean and neat condition with floors, walls, windows, doors, roof and mechanical systems in good working condition. Each party shall also ensure the utility services for water, gas, electric, and scavenger shall continue without interruption. Each shall treat the other's facilities with due care and respect and shall be responsible to repair damage caused by any staff persons or other invitee that occurs as a result of the School District's or Community Center's use; reasonable wear and tear accepted.

Each party jointly agrees to keep the premises in good repair, replacing broken glass and replacing any damage to plumbing fixtures and shall keep the premises in a clean and healthful condition according to the municipal ordinances and direction of the proper public officials during the term of this Agreement at each parties' respective expense (School District shall maintain School District premises and Community Center shall maintain Community Center premises accordingly). If either party is required to make repairs in order to maintain or otherwise restore the premises to its present condition, then the occupant of those premises shall be liable to reimburse the owner for any related expenses, including, but not limited to, reasonable labor and materials expended. Each party shall provide its own janitorial services for its own building. Each party shall be responsible for cleaning the premises efficiently to prevent any infestation of insects or rodents caused by its occupancy.

15. All decorations, additions, and improvements made by either party shall be with the express agreement of the party that owns the building. Any work performed on or to either premises by the occupant with or without the approval of the owner of the building, shall comply with all requirements of any federal, state, or municipal authority with jurisdiction including the Department of Child and Family Services (DCFS). Neither party shall permit mechanics liens or other liens to be placed on the facility during the term of this Agreement. In the event of any mechanic's lien being placed on the property, the owner or occupant responsible for making the applicable repairs or modification shall be responsible for paying the amount secured by such lien (or in the cases where renovation costs are to be shared 50/50, such lien expenses shall also be shared 50/50).

16. If during the term of this Agreement either facility is so injured by fire, explosion, or casualty as to prevent occupancy, unless said injury can be repaired within sixty (60) days thereafter, either party may cancel this Agreement. In which case, the grant receipts shall be apportioned and paid to the day of such fire, explosion, or other casualty and the parties' agree to make all efforts to transfer the child care program or CITE Program to another location and shall jointly accommodate the program.

17. The parties shall jointly carry the following insurance policies from an insurance company satisfactory to the other, which policies shall name the other party and its respective agents and employees as an additional insured:

- a. Comprehensive general liability insurance on the building without any deductible amount and with initial limits of not less than \$1,000,000.00 for

injury or death of any person and not less than \$1,000,000.00 for any one occurrence to property damage insurance;

b. Property damage insurance without any deductible amount in an initial amount of not less than \$500,000.00 for damage to property;

c. Each insurance policy shall not be subject to cancellation, termination, or change except at least after thirty (30) days' prior written notice to all insureds;

d. The policies or duly executed certificates for the policies, together with satisfactory evidence of payment of the premiums thereof, shall be exchanged between the parties prior to the occupancy of the respective premises; and

e. Each party shall be solely responsible for the costs of their own insurance coverage.

18. The owner of each respective building shall indemnify the other for any injuries resulting from the occupants' failure to maintain the property in a safe condition. Each party has the responsibility to notify the other if the occupant is aware of a hazard that could cause injury to the employees, agents or invitees of the occupant. A failure to notify the owner shall result in a cancellation of this indemnification provision. Neither party shall be liable for injury to any student, faculty member or invitee due to the negligent actions of the occupant or its agents.

19. The term of this Agreement shall be for four (4) years (~~from July 1, 2010 to June 30, 2014~~) automatically renewing under the stated terms for an additional four (4) year period, unless either party contacts the other party in writing to terminate or modify

the Agreement sixty (60) days prior to the expiration of the annual renewal date.

20. In the event that the parties wish to modify this Agreement, an addendum duly approved and executed by both parties may alter any or all aspects of this Agreement.

21. In the event that notice is required to be served upon the other party; written notice shall be sent via certified and first class mail, postage prepaid, to the signatories on this Agreement or their acting representatives.

22. The laws of the State of Illinois shall control the interpretation of the terms of this Agreement and to the disposition of any legal conflict. If any term or clause within this Agreement shall be determined by a court of law to be invalid or void for any reason the said part shall be severed from the whole and the remaining provisions shall remain in full force and effect.

**OAK PARK-RIVER FOREST
RIVER FOREST
SCHOOL DISTRICT #200**

COMMUNITY CENTER OF

Ralph H. Lee, Board President Protempore

William Thomas, Chairman

ATTEST:

ATTEST:

John C. Allen IV, Board Secretary

Dennis Alcock, Board Secretary

DATE: _____

DATE: _____

EXHIBIT B

River Forest Community Center Building Plan Supplement

8020 Madison Street Building Plan First Floor

The Community Integrated Transition Education (CITE) program of Oak Park and River Forest High School District 200 will be housed in Room 106 on the first floor of the River Forest Community Center building located at 8020 Madison Street in River Forest.

Room 106 is approximately 840 square feet in size and accounts for 2.2% of the total building space at 8020 Madison Street. The Community Center building is compliant with the provisions of the American with Disabilities Act (ADA) and Room 106 is wheel chair accessible.

In addition to the CITE program being based in Room 106, the program will also have access to other areas of the building including, but not limited to, the kitchen, gymnasium, meeting rooms, laundry areas, and fitness area. It is understood that access to these areas will be subject to the daily building activity schedule and can be arranged between the designated staff members of the Community Center and Oak Park and River Forest High School.

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

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

TO: Board of Education
FROM: Jason Edgecombe
DATE: April 30, 2009
RE: Personnel Recommendations

BACKGROUND

The Personnel Recommendations for this month include the following:

- Coaching Stipends (5)
- Resignation – Non-certified (1)

SUMMARY OF FINDINGS

The attached document provides a brief description for each of the above recommendations. In addition, attached is a memorandum from the Athletic Director explaining the rationale for the coaching stipends.

RECOMMENDATIONS

Motion: Move to approve the Personnel recommendations as presented.

MOTION: Move to Approve

Roll Call Vote

AGENDA ITEM NO. IX.A.

PERSONNEL RECOMMENDATIONS

April 29, 2010

RESIGNATIONS – NON-CERTIFIED

- **Michael Siegel** Safety and Support Officer from August 30, 1996 to January 2, 2009 and December 7, 2009 through April 30, 2010 has resigned his position effective April 30, 2010 to take another position.

Oak Park and River Forest High School

District 200

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

TO: Board of Education

FROM: John Stelzer, Athletic Director

DATE: April 29, 2010

RE: Coaching Stipends

BACKGROUND

The school has had the practice in place for many years where by coaches who are not receiving a school District stipend for their services may be paid a stipend through their sport's summer camps or activity accounts funds. The net revenues from summer camps and/or fundraising efforts, which are deposited into school activity accounts, have traditionally been used in many ways to "enhance" individual sports programs. Some examples are: purchase of equipment, banners, tents, buses/hotels for over-night trips, and coaching stipends.

Coaches receiving these stipends have met all of the same criteria as our coaches who receive District stipends. The stipend amounts may not exceed what coaches would have received if there were District stipends available. Due to the Board of Education's recent decision to approve additional District Stipends for athletic coaches, the Athletic Department will discontinue the practice of paying coaches from Activity or Summer Camp accounts at the conclusion of the current school year.

RECOMMENDATIONS

We recommend that the following coaches receive stipends to be paid from Activity or Summer Camp Accounts as noted below.

Robert Strzemp	2009-10 Boys Basketball Season	\$800 – Summer Camp
Quinn Peterson	2009-10 Boys Basketball Season	\$800 – Summer Camp
Luke Bagos	2009-10 Tennis Season	\$900 – Activity Account
Eric Meyer	2009-10 Girls Swimming	\$1,000 – Activity Account
Eric Meyer	2009-10 Boys Swimming	\$1,000 – Summer Camp

Oak Park and River Forest High School
District 200

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

TO: Board of Education
FROM: Jason Edgecombe
DATE: April 29, 2010
RE: Appointment of Assistant Superintendent, Principal, Assistant Principals and Division Heads

BACKGROUND

The appointment of individuals to serve as Assistant Superintendent, Principal, Assistant Principals, and Division Heads are approved annually based on the recommendation of the Superintendent.

SUMMARY OF FINDINGS

The attached document provides the names of the individuals being recommended for these annual positions. In the instance where a position is vacant, individuals selected for appointment at a later date will be presented to the Board of Education for approval.

RECOMMENDATIONS

Motion: Move to approve the annual appointment of Assistant Superintendent, Principal, Assistant Principals, and Division Heads as presented.

MOTION: Approve Appointment of Assistant Superintendent, Principal, Assistant Principals, and Division Heads

ROLL CALL VOTE

AGENDA ITEM XI.B.

TEL: (708) 383-0700

WEB: www.oprfhs.org

TTY/TDD: (708) 524-5500

FAX: (708) 434-3910

2010 – 2011 Administrative Appointments

Assistant Superintendents

Curriculum and Instruction	Phil Prale
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Principal

Nathaniel Rouse

Assistant Principals

Student Activities	Cindy Milojevic
Student Health and Safety	Janel Bishop
Student Services	TBD

Directors

Assessment and Research	Amy Hill
Human Resources	Lauren Smith*
Special Education	Tina Halliman*

Division Heads


English	Daniel Cohen*
Fine & Applied Arts	TBD
History	Richard Mertz
Mathematics	TBD
Physical Education	Dale Craft
Science	William Grosser
World Languages	Claudia Sahagun

*Previously appointed for the 2010 – 2011 school year

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

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

TO: Board of Education

FROM: Attila J. Weninger, Ph.D., Superintendent 

DATE: April 29, 2010

RE: 2010 – 2011 Administrative Salaries

BACKGROUND

Over the past several months, per Board of Education directive, the Administration has engaged in a thorough review of administrative compensation. During committee meetings in March and April, the Board discussed the review and the Administration's recommendations.

SUMMARY

Below, please find Administrative salary recommendations for 2010-2011. Totals include base salary plus a 3% District contribution for ITRS or IMRF pension funds. All administrators have the option of participating in the 403(b) match program as provided to the Faculty Senate in its negotiated agreement. Administrators not included below are those whose positions have not yet been filled (Mathematics and Fine and Applied Arts Division Head, and Assistant Principal for Student Services), those whose contracts have already been approved by the Board (Chief Financial Officer and Director of Human Resources), and those who have submitted letters of retirement (Cindy Milojevic). Upon Board approval, each administrator will receive a contract, as well as a contract summary statement listing benefits, to be signed by the Administrator, Assistant Superintendent for Human Resources, and Board Secretary.

Bishop, Janel	\$117,420.00
Carioscio, Michael	\$151,590.25
Craft, Dale	\$120,510.00
Foran, Kay	\$ 77,456.00
Grosser, Bill	\$126,947.50
Hill, Amy	\$116,057.16
Mertz, Richard	\$121,282.50
Prale, Philip	\$171,422.34
Rouse, Nathaniel	\$152,852.00
Sahagun, Claudia	\$110,725.00
Stelzer, John	\$110,725.00

RECOMMENDATION

Move to approve the recommended Administrative salaries for 2010-2011 as presented.

Agenda Item No. XI. C.

Oak Park and River Forest High School
District 200

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

TO: Board of Education
FROM: Jason Edgecombe
DATE: April 29 2010
RE: Substitute Teacher/Clerical Pay Rates for 2010 – 2011

BACKGROUND

Traditionally the Office of Human Resources has recommended increases for substitute teachers and clerical workers on a bi-annual basis. The previous increase for substitute teachers and clerical staff was approved for the 2008 – 2009 school year.

SUMMARY OF FINDINGS

An analysis of substitute rates in area school districts would allow the proposed rates to remain competitive.

RECOMMENDATIONS

It is recommended that an increase of \$2.50 for certified substitutes and increase of \$1.00 for clerical staff be approved for the 2010 – 2011 school year. Based on approval of the recommended increase the pay schedule for substitutes is provided below.

CERTIFIED SUBSTITUTES (Teachers)

\$117.50 per diem
\$176.50 per diem (long term 4 – 12 weeks)
\$201.50 per diem (long term 13 – 24 weeks)
\$226.50 per diem (long term 25 – 38 weeks)

NON-CERTIFIED (Clerical Staff)

\$14.50 per hour

MOTION: Move to approve Substitute Teacher/Clerical Pay Rates for 2010 - 2011

ROLL CALL VOTE

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

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

TO: Board of Education
FROM: Jason Edgecombe
DATE: April 29, 2010
RE: Administrative Request for Retirement

BACKGROUND

Typically the Board of Education is asked to approve retirement requests of certified employees at the regular meeting of the Board in March. While such action did occur at the March meeting this year, one request was held for administrative clarification regarding length of work year of the administrator requesting retirement. With issue of work year resolved, it is proper for the retirement request to be submitted to the Board for consideration.

SUMMARY OF FINDINGS

Assistant Principal Cynthia Milojevic is requesting retirement under the terms and conditions generally granted to administrators. Such terms and conditions are equivalent to the terms and conditions provided to members of the Faculty Senate.

RECOMMENDATIONS

Move to approve the submitted retirement request of Assistant Principal Cynthia Milojevic for June of 2015.

**MOTION: move to approve
ROLL CALL VOTE**

AGENDA ITEM NO. XI. E.

March 20, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Saturday, March 20, 2010, in the Board Room of the high school.

Call to Order

Dr. Lee called the meeting to order at 11:03 a.m. A roll call indicated the following members were present: John C. Allen, IV, Jacques A. Conway, Dr. Dietra D. Millard, Terry Finnegan, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman.

Closed Session

At 11:04 a.m. on Saturday, March 20, 2010, Mr. Finnegan moved to go closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA 93—57; seconded by Ms. McCormack. A roll call vote resulted in all ayes. Motion carried.

1:15 p.m., the Board of Education reconvened its open session.

Adjournment

At 1:15 p.m. on Saturday, March 20, 2010, Mr. Finnegan moved to adjourn the Special Board Meeting; seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

John C. Allen, IV
Secretary

March 22, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Monday, March 22, 2010, at the Barclay American Grill at 1125 Pleasant Street, Oak Park, Illinois.

Call to Order

Dr. Lee called the meeting to order at 6:15 p.m. A roll call indicated the following members were present: John C. Allen, IV, Jacques A. Conway, Terry Finnegan, Dr. Dietra D. Millard, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman.

Closed Session

At 6:16 p.m. on Monday, March 22, 2010, Mr. Conway moved to go closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA 93—57; seconded by Mr. Finnegan. A roll call vote resulted in all ayes. Motion carried.

9:50 p.m., the Board of Education reconvened its open session.

Adjournment

At 9:51 p.m. on Monday, March 22, 2010, Mr. Finnegan moved to adjourn the Special Board Meeting; seconded by Mr. Conway. A roll call vote resulted in all ayes. Motion carried.

John C. Allen, IV
Secretary

March 23, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Tuesday, March 23, 2010, Barclay American Grill at 1125 Pleasant Street, Oak Park, Illinois.

Call to Order Dr. Lee called the meeting to order at 6:14 p.m. A roll call indicated the following members were present: John C. Allen, IV, Jacques A. Conway, Dr. Dietra D. Millard, Terry Finnegan, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman.

Closed Session At 6:15 p.m. on Tuesday, March 23, 2010, Mr. Finnegan moved to go closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA 93—57; seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

9:50 p.m., the Board of Education reconvened its open session.

Adjournment At 9:51 p.m. on Tuesday, March 23, 2010, Mr. Finnegan moved to adjourn the Special Board Meeting; seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

John C. Allen, IV
Secretary

March 24, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Wednesday, March 24, 2010, Barclay American Grill at 1125 Pleasant Street, Oak Park, Illinois.

Call to Order

Dr. Lee called the meeting to order at 6:15 p.m. A roll call indicated the following members were present: John C. Allen, IV, Jacques A. Conway, Dr. Dietra D. Millard, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman.

Closed Session

At 6:15 p.m. on March 24, 2010, Ms. McCormack moved to go closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA 93—57; seconded by Dr. Lee. A roll call vote resulted in all ayes. Motion carried.

9:50 p.m., the Board of Education reconvened its open session.

Adjournment

At 9:51 p.m. on Wednesday, March 24, 2010, Dr. Millard moved to adjourn the Special Board Meeting; seconded by Mr. Conway. A roll call vote resulted in all ayes. Motion carried.

John C. Allen, IV
Secretary

March 25, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, March 25, 2010, in the Board Room of the Oak Park and River Forest High School.

Call to Order

Dr. Lee called the meeting to order at 4:08 p.m. A roll call indicated the following members were present: John C. Allen, IV, Jacques A. Conway, Terry Finnegan (attended telephonically), Dr. Dietra D. Millard, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman. Also present was Gail Kalmerton, Executive Assistant/Clerk of the Board.

Closed Session

At 4:09 p.m. on March 25, 2010, Dr. Millard moved to go closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA 93—57; seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.

6:15 p.m., the Board of Education reconvened its open session.

Adjournment

At 6:30 p.m. on Thursday, March 25, 2010, Mr. Allen moved to adjourn the Special Board Meeting; seconded by Ms. McCormack. A roll call vote resulted in all ayes. Motion carried.

John C. Allen, IV
Secretary

By Gail Kalmerton
Clerk of the Board

April 11, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Sunday, April 11, 2010, in the Board Room of the high school.

Call to Order

Dr. Lee called the meeting to order at 4:05 p.m. A roll call indicated the following members were present: John C. Allen, Terry Finnegan, Dr. Ralph H. Lee, Amy Leafe McCormack, Dr. Dietra D. Millard (arrived at 4:15 p.m.; and Sharon Patchak-Layman. Also present was Gail Kalmerton, Executive Assistant/ Clerk of the Board of Education.

Visitors

None

Closed Session

At 4:06 p.m. on Sunday, April 11, 2010, Mr. Allen moved to enter closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA.93—57; seconded by Mr. Finnegan. A roll call vote resulted in all ayes. Motion carried.

The Board of Education resumed its open session at 6:17 p.m.

Adjournment

At 6:18 p.m. on Sunday, April 11, 2010, Mr. Finnegan moved to adjourn the Special Board Meeting; seconded by Ms. McCormack. A roll call vote resulted in all ayes. Motion carried.

John C. Allen
Secretary

By Gail Kalmerton
Clerk of the Board

April 15, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, April 15, 2010, in the Board Room of the high school.

Call to Order

Dr. Lee called the meeting to order at 3:34 p.m. A roll call indicated the following members were present: Jacques A. Conway, Dr. Dietra D. Millard, Terry Finnegan, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman. Also present was Gail Kalmerton, Executive Assistant/Clerk of the Board of Education.

**Secretary
Protempore**

In Secretary Allen's absence, Dr. Millard was appointed Secretary Protempore.

Visitors

Kay Foran, Director of Communications and Community Relations; Cheryl Witham, Chief Financial Officer; James Paul Hunter, Faculty Senate Executive Committee Chair; Katie DePasquale, Lauren Przyborowski, Christina Smith, Lupe Witt, and Peggy Markey, OPRFHS employees; Dr. Charlotte Lee, community member; Debra Kadin and Jennifer Zimmerman of the *Chicago Tribune*, Terry Dean of the *Wednesday Journal*, and Chuck Fieldman of the *Oak Leaves*.

Visitor Comments

None

**Approval of
Superintendent
Selection**

Ms. Patchak-Layman move that the Board of Education approves the selection of Steven T. Isoye as its Superintendent designate, beginning July 1, 2010; seconded by Dr. Lee. A roll call vote resulted in all ayes. Motion carried.

**Approval of
Superintendent
Contract**

Dr. Millard moved to approve the Superintendent Employment Contract with Steven Isoye to be signed and attested to by the Board of Education President and Secretary; seconded by Ms. McCormack.

Ms. Patchak-Layman appreciated the Board of Education's ability to separate the two questions, as she favored Mr. Isoye working at OPRFHS. She was, however, disappointed that the Board of Education had not spent more time talking about the contract as many of the things contained in it were there "because that is just the way we do it." She felt that the contract did not adhere to the resolution that the Board of Education had passed about being careful with its finances. She felt the compensation package offered was too generous. She then delineated the terms of the contract.

She, too, had desired more conversation about the direction of the District. The Board of Education had diligently developed a set of goals and a list of activities to accompany those goals for this year. When they were presented for inclusion in the Superintendent's contract, the Board of Education said it would develop something more concrete in

April 20, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Tuesday, April 20, 2010, in the Board Room of the high school.

- Call to Order** Dr. Lee called the meeting to order at 10:40 a.m. A roll call indicated the following members were present: John C. Allen (departed at 10:48 a.m.), Terry Finnegan, Dr. Ralph H. Lee, Amy Leafe McCormack, and Sharon Patchak-Layman. Also present was Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Cheryl L. Witham, Chief Financial Officer; and Gail Kalmerton, Executive Assistant/Clerk of the Board of Education.
- Visitors** Kay Foran, Director of Communications and Community Relations and James Paul Hunter, Faculty Senate Executive Committee Chair.
- Visitor Comments** None
- Approval of Check Disbursements** Dr. Lee moved to approve the check disbursements dated April 20, 2010, as presented (attached to and made a part of the minutes of this meeting); seconded by Mr. Finnegan. A roll call vote resulted in all ayes. Motion carried.
- Personnel Recommendations** Mr. Allen moved to approve the personnel recommendations, as presented; (attached to and made a part of the minutes of this meeting); seconded by Dr. Lee. A roll call vote resulted in all ayes. Motion carried.
- Closed Session** At 10:48 a.m. on Tuesday, April 20, 2010, Dr. Lee moved to enter closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA. 93—57; collective negotiating matters between the District and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2); and student disciplinary cases 5 ILCS 120/2(c)(10); seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.
- The Board of Education resumed its open session at 11:28 a.m.
- Student Discipline** Dr. Lee moved to uphold the five-day suspension of SUS 04-20-10-1, already served; seconded by Mr. Finnegan. A roll call vote resulted in three ayes and one nay. Ms. Patchak-Layman voted nay and Mr. Allen had departed. Motion carried.

Dr. Lee moved to assess tuition charges for student RES 4/20/10-01 in the amount of \$8,272.32 for the 96 days that the student attended school in the District but was not a resident; seconded by Mr. Finnegan. A roll call vote resulted in three ayes and one nay. Ms. Patchak-Layman voted nay and Mr. Allen had departed. Motion carried.

Dr. Lee moved to assess tuition charges for Student RES 04/20/10-2 in the amount of \$7,841.47 for the 91 days that the student attended school in the District but was not a resident; seconded by Mr. Finnegan. A roll call vote resulted in three ayes and one nay. Ms. Patchak-Layman voted nay and Mr. Allen had departed. Motion carried.

Adjournment

At 11:40 a.m. on Tuesday, April 20, 2010, Mr. Finnegan moved to adjourn the Special Board Meeting; seconded by Ms. McCormack. A roll call vote resulted in four ayes. Mr. Allen had departed. Motion carried.

John C. Allen
Secretary

By Gail Kalmerton
Clerk of the Board

April 22, 2010

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, April 22, 2010, in the Board Room of the high school.

- Call to Order** Dr. Lee called the meeting to order at 10:09 a.m. A roll call indicated the following members were present: Terry Finnegan, Dr. Ralph H. Lee, Amy Leafe McCormack, Dr. Dietra D. Millard (departed at 11:12 a.m.), and Sharon Patchak-Layman. Also present was Dr. Attila J. Weninger, Superintendent; Cheryl L. Witham, Chief Financial Officer; and Gail Kalmerton, Executive Assistant/Clerk of the Board of Education.
- Secretary Protempore** In Secretary Allen's absence, Dr. Lee appointed Ms. Patchak-Layman as Secretary Protempore.
- Visitors** None
- Closed Session** At 10:09 a.m. on Thursday, April 22, 2010, Dr. Lee moved to enter closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA. 93—57;) and Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11); seconded by Mr. Finnegan. A roll call vote resulted in all ayes. Motion carried.
- The Board of Education resumed its open session at 11:37 a.m.
- Adjournment** At 11:38 a.m. on Thursday, April 22, 2010, Dr. Lee moved to adjourn the Special Board Meeting; seconded by Mr. Finnegan. A roll call vote resulted in four ayes. Dr. Millard had departed. Motion carried.

Sharon Patchak-Layman
Secretary Protempore

By Gail Kalmerton
Clerk of the Board

March 25, 2010

The regular Board meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday evening, March 25, 2010, in the Board Room.

Call to Order President Protempore and Vice President Lee called the meeting to order at 7:07 p.m. The following Board of Education members were present: John C. Allen, IV, Jacques A. Conway, Dr. Ralph H. Lee, Amy Leafé McCormack, Dr. Dietra D. Millard, and Sharon Patchak-Layman (arrived at 7:41 p.m.). Also present were: Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Philip M. Prale, Assistant Superintendent for Human Resources, Nathaniel L. Rouse, Principal; Cheryl L. Witham, Chief Financial Officer; James Paul Hunter, Faculty Senate Executive Committee Chair; Elizabeth Turcek, Student Council Liaison Representative; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Student Recognition The Board of Education members recognized the following students for their achievement at University of Illinois' German Day Competition:

First Place – Skit

Peter Hanneman
Abby Lyons
Wali Mbekeani

Kurt Grahnke
Colin Krueger
Linnea Peterson-Bunker

First Place -Advertisement

Liz Donahue
Paul Deziel
Kurt Grahnke
Natalie House

Lauren Sloniger
Peter Hanneman
Tom Zyer

Second Place- Poetry

Paul Deziel

3rd Place-Poetry

Audrey Roen

Third Place-City Guide

Magdalena Rothberger

Christopher Calhoun

Second Place - Impressions of America Essay

Marcel Beisser

Second Place - Culture Essay

Linnea Peterson-Bunker

Visitors

The Board of Education welcomed the following visitors: Kay Foran, OPRFHS Communications and Community Relations Coordinator; Janel Bishop, Tia Marr, Jim Goodfellow, Jason Dennis, Aaron Podolner, J.P. Coughlin, Andrea Newman, Meghan Kennedy, Therese Brennock, Nikki Paplaczyk, Faun Donatucci, Carol Ewald, OPRFHS faculty members; Jacob Grimm, *Trapeze Reporter*, Mimi Skapek, Kris Raino-Ogden of Citizens' Council; Wali Mbekeani, Lumumba Mbekeani, Christopher Calhoun family, Dan, Jenny & Audrey Roen, Liz, Leslie and Mike Donahue, Paula Podolner, John Hazinski, Catherine Czzen, Scott & Colin Krueger, students and community members; Pat

Cermak, James Nagle, and LeeAnne Meyers-Smith of Wight & Company, Terry Dean of the *Wednesday Journal*.

Changes to the Agenda

None

Status of FOIA Requests

Dr. Lee reported that there were three FOIA requests and they were resolved.

Board of Education Comments

Dr. Millard reported that the Board of Education had initially interviewed six semi-finalists for the Superintendent position and narrowed that down to three. The Board of Education made a unanimous choice of finalist and will proceed to vet and negotiate over the next month before any official announcement can be made to identify the person. The Board of Education will announce the person at its regular April 29 Board of Education meeting. She thanked the Board of Education, representatives of the administration, the faculty, and the community for the Village of Oak Park.

Visitor Comments

None

Student Council Report

Ms. Turczek reported:

- 1) the vote of the senior class was 71% in favor of the traditional graduation dress versus 21% in favor of caps & gowns. She felt the student body's wishes were accurately represented;
- 2) *Alice in Wonderland* will be the theme of the Prom.
- 3) In May, the following Student Council Officers will be installed:
 - Emily Hendrix- President
 - Emily Gullo-Vice President
 - Amanda Gleason- Public Relations
 - Sam Frigo- Treasurer/Secretary
 - Leah Walters- Public Service Coordinator
 - Katrina Vogel-Board Representative

2010 Class Size Report

Mr. Carioscio reported that the report was of a typical pattern and included 1) second semester enrollment figures; 2) enrollment statistics by division/department; and 3) average class size with historical data.

Student Discipline Report

Mr. Rouse introduced Janel Bishop, Assistant Principal for Student Services, who authored the report. A new tardy procedure was implemented this year so that when students received tardies, teachers issue detentions rather than discipline referrals, as had been the practice in the past. In addition, teachers gave detention slips, but they were not asked to monitor the detention area. While this was easier for students and teachers, the recordkeeping was more cumbersome. The tables included in the report show there was a decrease in

Class I, Class II and Class III infractions and an increase in Class IV infractions committed by students when comparing the numbers for first semester of last year to first semester of this year. Ms. Bishop highlighted additional findings.

- 54% (1554 out of 2879) of all infractions committed are for failing to serve a detention issued by either a teacher or a dean.
- Of the 2879 total infractions committed by students, 2695 or 94% of them were Class II infractions. Last year Class II infractions made up approximately 92% of all infractions committed.
- African-American males continue to be involved in disproportionately more discipline infractions than students from all other groups.
- There was a decrease in all violence-related infractions (fighting, battery and mob action).
- There has been a significant increase in theft and drug-related infractions (electronics).
- Of the 2879 infractions, 923 or 32% were committed by Special Education students, who represent approximately 15% of the total housed student population.
- Sophomore students have had the highest involvement in the discipline system.

Dr. Millard suggested students engrave their names on their electronic devices to deter theft.

Ms. Bishop noted that the Oak Park Youth Township personnel are in the building during the week and are actively involved in the battle of substance abuse.

When asked, Ms. Bishop felt that the effect would be positive if the District closed the campus and students work their ID's externally. The building is welcoming and open to the public seven days per week; it is possible for people to get past the front desk without registering. Discussions are ensuing about changing the position of the Welcome Center and making it front and center. Mr. Rouse acknowledged the great work that the Deans and Ms. Bishop do, noting that they were charged with making sure that OPRFHS was a safe learning environment.

Ms. Bishop suggested the high school have building-wide classroom management training in place. While Deans try to help teachers, in this building unlike other buildings, Deans are Faculty Senate members. It can be difficult telling a colleague, a seasoned teacher, that he/she is struggling.

Mr. Dennis added that all efforts to improve academic performance are helpful because when students do well in class they feel better and stay out of trouble. The PSS Team and the Counselors work in tandem on the whole student and academics are part of the discussion. Unfortunately, Deans have caseloads of over 800 students and that is very stressful. Ms. Patchak-Layman asked if academic activities could be added to this report, e.g., what academic support would the student receive when assigned ISS or OSS.

Mr. Goodfellow added that the Deans do much preventive work.

Principal Report

Mr. Rouse congratulated student council and its officers for their tireless efforts in the reauthorization of the annual graduation dress vote.

Mr. Rouse also congratulated the BOSS Student Organization for its “You’ve Got Talent Showcase” this month, instead of having a Heritage Mop to make its event more inclusive for all students. Over 250 students, parents, and community members watched fifteen student acts ranging from jabba walkers, solo pianists, violinists, rap duos, acappella singers, and dance troops. He especially thanked Mark Vance, the BOSS Faculty Sponsor, Debra Mittleman, the Parent Outreach Coordinator, and Asa Cain, President of BOSS, for their efforts.

Mr. Rouse also noted that the TEAM Basketball students and the wrestlers would be celebrated at the April 16 Spirit Assembly.

District Reports

Citizens’ Council– In February a subcommittee of Citizens’ Council was formed. They met with the school and among itself about working through the Citizens’ Council charter to reach out to the community to address the issues of the high school relative to substance abuse.

They discovered the following.

- 1) Alcohol and drug use is prevalent, with alcohol and marijuana being the drugs of choice.
- 2) Oak Park and River Forest are central locations for the dealing of drugs; this filters down to students.
- 3) Administrators and community leaders concur that substance abuse is a top concern.
- 4) OPRFHS has a reputation for being an easy place to get and use drugs.
- 5) Parents, community members, and Citizens’ Council members have differing views about how seriousness the problem is.
- 6) Some believe this is a rite of passage and others have no tolerance.
- 7) More parent and community awareness as well as distinct effort from the school and the community is needed to deal with this issue.
- 8) Citizens’ Council is an advisory organization formed with the purpose of providing a forum for school and community concerns. It is available to

address school needs and offer advice to both the administration and Board of Education.

Citizens' Council will host a forum in the spring for all parents and community groups to facilitate the awareness of the substance abuse issue and include some of the speakers who were on the panel held in February. Parents and students will be asked to share their experiences. Board of Education members are invited to attend and/or participate. The subcommittee will provide questions and a Q&A session would follow. They anticipated a follow-up roundtable meeting that would allow further discussions and an effort to work collaboratively with the school and the community to define an action plan to start next fall.

Ms. Patchak-Layman asked what data substantiated these claims as she observed that the discipline report had not indicated much alcohol and/or drug use. It was reported that data was received from the Illinois Youth Survey, the police departments, etc., and that all nine expulsions were for drug offenses; theft supports drug abuse. Police have larger numbers outside of the school. The discipline report only shows the students caught. Mr. Conway added that substance abuse affects the learning ability of students and it is a family secret. Parents feel ashamed and defeated because they have lost control. Parents need to know they are supported. He felt there was an epidemic and the adults must find a healing for it quickly.

Mr. Rouse stated that Margo Bristol, the Substance Abuse Counselor, does a great job of providing data. This is not about law enforcement but about providing proactive support to educate the students. When the subcommittee reviewed all of the pamphlets, they could find on the subjects, the focus of all of the pamphlets was to the parents, not the students.

Dr. Lee affirmed to the subcommittee that the Board of Education supported this endeavor.

Huskie Boosters—Mr. Conway reminded the Board of Education that the Booster's dinner/dance was May 1, 2010.

APPLE—The April 6 APPLE meeting was canceled.

Superintendent's Report

Dr. Weninger thanked the Citizens' Council members for the work they did with regard to substance abuse and he hoped the momentum gained would not stop beyond the forum.

Consent Items

Ms. Patchak-Layman asked that Item VIII. E. be removed from the Consent Agenda.

Ms. McCormack moved to approve the consent items as follows:

- Check Disbursements and Financial Resolutions dated March 25, 2010 (attached to and made a part of the minutes of this meeting);
- Monthly November Financials;
- Treasurer's Report;
- NIIPC Rollover Bids;
- Photography Bid;
- R& D Bus Contract;
- Commencement of the 2010 Audit;
- Ombudsman Alternative Education Services Agreement;
- Printing Services Contract;
- Athletic Trainer Contract; and
- Paper Bid;

seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.

Renewal of IHSA Membership

Ms. Patchak-Layman noted that the Board of Education has discussed the scheduling of athletic competition on religious holidays. She wanted to send a letter to the IHSA with this form that it needed to give more consideration to religious holidays. Mr. Rouse reported that both he and John Stelzer had both spoken with the representative members of the respective conferences to which the District belongs, adding that dates for competition are set two years in advance. North Shore schools not only do not participate in competitions on specific religious holidays, they also have non-attendance days on these days. OPRFHS is unable to make that adjustment. Should OPRFHS choose not to participate in the competitions, it would forfeit the games. Mr. Stelzer does advise families about these conflicts.

Dr. Millard did not want to eliminate the opportunity for student participation, but she did suggest writing a letter to IHSA registering a complaint that District 200 has to be mindful of the holidays.

Ms. McCormack moved to renew membership in the Illinois High School Association (IHSA) and to abide by IHSA's Constitution, By-Laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Association for the period July 1, 2010, through June 30, 2011; seconded by Mr. Allen. A roll call resulted in five ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.

Policy 4370

Dr. Millard moved to amend Policy 4370, Mandatory Reporting Responsibilities, as presented; seconded by Mr. Conway. A roll call vote resulted in all ayes. Motion carried.

Policy 1105

Dr. Millard moved to approve Policy 1105, Corporate Sponsorship, for First Reading; seconded by Mr. Conway. A roll call vote resulted in all ayes. Motion carried.

- Policy 1200** Dr. Lee moved to approve Policy 1200, Board of Education, for First Reading; seconded by Mr. Allen. A roll call vote resulted in all five ayes and one nay. Mr. Conway voted nay. Motion carried.
- Policy 1330** Dr. Millard moved to approve Policy 1330, Tobacco Prohibition, for First Reading; seconded by Dr. Lee. A roll call vote resulted in all ayes. Motion carried.
- Policy 1410** Dr. Lee moved to approve Policy 1410, Rental of Facilities, for First Reading; seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.
- Policy 1420** Dr. Lee moved to approve Policy 1420, Citizens' Council, for First Reading as presented; seconded by Mr. Conway. A roll call vote resulted in all ayes. Motion carried.
- Policy 2120** Dr. Millard moved to approve Policy 2120, Superintendent; seconded by Dr. Lee. A roll call vote resulted in five ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.
- Policy 5117** Policy 5117, Residency and Tuition, was remanded back to the PEG Committee for discussion at its meeting in April.
- Summer Construction** Dr. Lee moved to give authorization for the Superintendent and the Chief Financial Officer to accept bids for summer 2010 construction projects as presented; seconded by Mr. Conway. A roll call vote resulted in five ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.

The items to be rebid are:

HVAC, Electrical, Plumbing, Demo/Asbestos, General Carpentry

The bids that will be accepted are:

Painting, flooring, Science casework, Steel, Masonry, Roofing

Dr. Weninger explained that there were three reasons why the bids exceeded the estimates: 1) The scope of the work did not take into account what the contractors took into account, e.g., when the HVAC boxes are replaced the entire ceiling down must come down, not just a portion of it as had been estimated; 2) the scope of work in terms of complexity in replacing plumbing, work in the basement, and the long stretches of replacing the pipe; and 3) the scope of the work scheduled in a short timeframe and forecasting the amount of overtime to complete the work.

Dr. Weninger noted that the work for the science lab was competitive. The plan for the Life Safety work had been completed several years ago. The State indicated that while the Life Safety Plan submitted to it and approved could not be amended, it did say that if the architect signed off on the plan as being complete, the District could complete that work beyond the Life Safety due date. Dr. Weninger asked the Board of Education to recognize that by postponing the work scheduled for this summer, it would be more costly to do later. While the administration recognizes that the bids come in beyond the estimates, it is also true that the District does not want to expend at a future rate. The HVAC work will enhance the teaching and learning environment. Postponing some of the plumbing work over the next five years will reduce the total by \$700,000.

Ms. Patchak-Layman objected to approving this request because there were conversations about moving the Welcome Center, other things in Science Division, and she believed other divisions wanted to enhance their instructional environment. She felt that pulling in reserves for this work might limit other activities and she did not have the information to make a decision. She asked if these dollars should be used for safety and security. Ms. Witham reminded her that part of the reason the Board of Education recommended a Facility Advisory Committee was to help with the balancing of the Life Safety and the curriculum work. Presentations have been made about science, technology, etc., and this recommendation is on track to do that work. Four science labs and offices will be completed this year and the District is continuing to talk about additional plans for science. Dr. Millard trusted the Facility Advisory Committee, Buildings and Grounds, and Ms. Witham to make sure funds were available for emergencies.

Ms. Patchak-Layman did not know if the discussion about air conditioning would have occurred if the Board of Education knew this would be the cost, as air conditioning is not as much a priority. Dr. Weninger responded that the District must replace the air handlers for rooms that have not had it for forty years; this opportunity may not happen again for many years. He concurred that it was a difficult call, but this was the administration recommendation.

Mr. Allen asked for an explanation from Wight as to why there was a \$2 million discrepancy from what was budgeted for this work. Ms. Meyers-Smith assured the Board of Education that Wight would do everything in its power to not make sure a miss like that would not happen again. Mr. Nagle explained that the work was underestimated because this is a vintage building. To do the related mechanical work in this building was thought to be just opening a hole in the wall or ceiling and then patching it. But it was discovered that the whole ceiling needed replacement after the lighting was installed. As new projects are reviewed that will be included.

Ms. Meyers-Smith added that when the contractors saw the work, they put a different value on it. She also said that this was the only occurrence of this on any other summer projects.

Mr. Allen asked how the contractors determined a ceiling could not be repaired. Mr. Nagle stated that the drawings reflected the scope of the work. The way the bids came in related to each other and reflected that the contractors had a good understanding what was expected. In preparing for the scope of the work and upon reflection of the specifications and the words, etc., contractors have to evaluate their risk as far as how much collateral work they would have to do in order to do specific work. With regard to the replacement of the HVAC box, the demolition contractor has to take out the existing work, which cannot be defined until the ceilings are removed. The work extending beyond what was initially factored in reflected the actual complexity and the schedule. Contractors take the risk that they can do the job in a certain amount of time and they determined that it would take longer and be more difficult. Mr. Allen continued that he was a certified specifications writer and landscaper. As such, he did an inspection, saw the work, and estimated the cost. When did someone realize that instead of patching the ceilings needed replacement? Mr. Nagle responded that the vast majority of the discrepancy is due to the complexity and the schedule. This is an aggressive amount of work to complete during the summer and the contractor is responsible for the schedule, making sure they have can accommodate long hours or additional shifts. Wight did not account for that factor adequately.

Ms. Patchak-Layman asked if the bids were about 33% higher than anticipated because of the District's fund balances. Mr. Nagle stated that six or seven bidders were clustered together and he did not think that the District's fund balance was a factor in the bidding.

Dr. Millard added that while Wight had served OPRFHS capability in past years, this was a big mistake and it would make her pause at having it do future projects. She was sad and disappointed.

Ms. Patchak-Layman added that the District took on this much work because it was told that the pricing would be favorable and now the District is in a double bind. Some things were never part of the original plan but added just because of the premise of low bidding. The District was told it needs its fund balances to get to 2018 and that fact is continually discussed. Using this money now for this project is a problem.

Mr. Allen's father is an architect and he learned that an architect's job is to protect the client. He noted that as Wight went forward, the District was relying on it to protect it.

Personnel Recommendations	Mr. Conway moved to approve the personnel recommendations, as presented; (attached to and made a part of the minutes of this meeting); seconded by Ms. McCormack. A roll call vote resulted in all ayes. Motion carried.
Retirement Requests	Mr. Conway moved to approve the retirement requests as presented; (attached to and made a part of the minutes of this meeting); seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.
Release of Probationary Non-Tenured Staff	Mr. Conway moved to approve the release of probationary non-tenured staff, as presented; seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.
Instruction	Ms. Patchak-Layman asked for an update on scheduling, FTE, and teacher aides for next year. Mr. Prale reported that scheduling had not yet begun. Division Heads will begin to prepare teacher assignments for the coming year. Regarding teacher aides, the transition staffings with special education and the annual reviews are completed and he did not anticipate adding any teacher aides next year. The evaluations of faculty and teacher assistants must be completed by May 15 and the evaluations of support staff must be completed by May 30. Mr. Prale reported that Ms. Halliman, the Director of Special Education-designee, and Ms. Cada, were beginning to discuss transitions.
Approval of Minutes	Dr. Lee moved to approve the open and closed session minutes of February 18, 22, 25, March 4, 9, 15, 16, 17, and 18, 2010 and a Declaration that the audiotapes of the closed sessions dated July 2008 be destroyed; seconded by Mr. Allen. A roll all vote resulted in all five ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.
Additional Discussion Items	<p>Ms. Patchak-Layman reported that a graduate student had filmed the saga of the trip to Washington DC on the part of Community Bank; it was being shown at the high school on March 26, 2010.</p> <p>Ms. Patchak-Layman also noted that Bridgett Hoolihan Kennedy, a former <i>Oak Leaves</i> reporter who covered the high school, authored a book titled “The Chicago South Side Irish Parade” and was donating an autographed copy of it to the high school.</p>
Closed Session	At 9:46 p.m., on Thursday, March 25, 2010, Ms. Patchak-Layman moved to go into closed session to discuss collective negotiating matters between the District and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2); the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS

120/2(c)(1), as amended by PA. 93—57; and Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes 5 ILCS 120/2(c)(11) seconded by Mr. Conway. A roll call vote resulted in all yes. Motion carried.

At 12:58 a.m. on Thursday, March 25, 2010, the Board of Education resumed its open session.

Adjournment

At 12:59 a.m. on Thursday, March 25, 2010, Dr. Millard moved to adjourn the Board of Education meeting; seconded by Ms. Patchak-Layman. A roll call vote resulted in all ayes. Motion carried.

Dr. Ralph H. Lee
President Protempore and Vice President

John C. Allen, IV
Secretary

*Oak Park and River Forest High School
District 200
201 North Scoville Avenue • Oak Park, IL 60302-2296*

TO: Board of Education
FROM: Dr. Ralph H. Lee, President Protempore and Vice President
DATE: April 29, 2010
RE: Suspension of Elections ACTION

BACKGROUND

This would normally be the time for the election of Board of Education office for a one-year term. Due to the Board of Education's schedule of late, it was recommended that the Board of Education suspend the elections until the May 27, 2010 Board of Education meeting.

RECOMMENDATION

Motion: Move to suspend the Board of Education officer elections until the May 27, 2010 Board of Education meeting.

Roll Call Vote

Agenda Item No. XIV. B.