
Board of Education
Educational Focus Meeting

Monday, August 27, 2012
Board Room, District Administrative Offices

7:30 P.M.

A G E N D A

1. **Call To Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Moment of Silence for William J. Mueller, Lombard Village President**

5. **Petitions and Hearings**

It is the practice of this Board of Education to provide a place on the agenda for and welcome comments and suggestions from the public.

6. **Recognition of District 88 Success**

Opening the 2012-2013 School Year **(Pg. 1)**

7. **Educational Focus Items**

A. Overview of School Improvement Process **(Pg. 2 - 5)**

B. Summer School Report **(Pg. 6-8)**

8. **Motion To Establish Consent Agenda**

The items of the consent agenda were reviewed and discussed by the board and administration at a previous meeting. Reports and data were reviewed prior to being recommended for the consent agenda.

A. To approve List of Bills for June 2012, in the amount of \$8,595,091.93 with the exception of check #490474 to Thomas & Sharon Kucik, check #489144 to Thomas Edmier and check #488273 to Phyllis Johnson.

(Pg. 9)

B. To approve the List of Bills for July 2012 in the amount of \$1,950,077.88.

(Pg. 10)

Motion To Establish Consent Agenda- continued

- C. To approve the Treasurer's Report for June 2012 reflecting the ending balance of \$49,576.456.49. **(Pg. 11)**
- D. To approve the Treasurer's Report for July 2012 reflecting the ending balance of \$48,254,038.17. **(Pg. 12)**
- E. To approve the donation of \$400.00 to the Transition Program from the Knights of Columbus, Bloomingdale Council. **(Pg. 13)**

9. **Motion to Approve Consent Agenda**

10. **Discussion Items "Requiring Action"**

- A. Approval of check #489144 to Thomas Edmier **(Pg. 14)**
- B. Approval of check #490473 to Thomas and Sharon Kucik **(Pg. 15)**
- C. Approval of check #488273 to Phyllis Johnson **(Pg. 16)**
- D. Approval of List of Bills Exceeding \$5,000.00 **(Pg. 17-18)**
- E. Personnel **(Pg. 19-21)**
- F. Approve meeting minutes from June 11, 2012 through August 7, 2012.
(All minutes will be approved with one motion unless requested otherwise).
 - 1. Approve the minutes of the June 11, 2012 Regular Business Board meeting. **(Pg. 22-29)**
 - 2. Approve the minutes of the June 11, 2012 Closed Session Board meeting. **(Closed Session Tap)**
 - 3. Approve the minutes of the June 25, 2012 Educational Focus Board meeting. **(Pg. 30-38)**
 - 4. Approve the minutes of the June 25, 2012 Closed Session Board meeting. **(Closed Session Tap)**
 - 5. Approve the minutes of the July 20, 2012 Board Officers meeting. **(Pg. 39-42)**
 - 6. Approve the August 7, 2012 Buildings & Grounds Committee meeting. **(Pg. 43-75)**

11. **Information Items**

- A. Freedom of Information Request **(Pg. 76)**

Information Items - continued

B. Job Classification Study (Pg. 77)

12. **School Recognition – Principals**

13. **Board Member Report(s) / Future Agenda Items**

14. **Public Comment:** Related to the discussion and/or actions of the board on the above agenda items.

15. **Closed Meeting**

To discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

16. **Reconvene To Open Meeting**

17. **Roll Call**

18. **Action Necessitated By Closed Session**

Settlement Agreement with SEIU Local 73 (Pg.78)

19. **Announcements**

Regular Business: Monday, September 17, 2012, 7:30 p.m., District Boardroom located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.

Educational Focus Board Meeting: Monday, September 24, 2012, 7:30 p.m., District Boardroom located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.

20. **Adjournment**

District 88 Strategic Plan

Goal 1: Addison Trail, Willowbrook High Schools and District 88 will develop plans to improve student performance, close the achievement gap and monitor the acquisition of 21st Century knowledge and skills.

Goal 2: Learning programs will focus on high local and global standards, incorporating: critical thinking, applied learning, interdisciplinary curriculum, project-based, career connected, articulated programs and digital learning.

Goal 3: Provide time and resources for on-going professional growth and development programs that focus on learning standards, diverse learners, assessment and data practices, instructional strategies and social-emotional learning.

Goal 4: Create school-community partnerships that embrace youth, learning and activity before/during/after school hours.

Welcome to the 2012-13 school year!

We had a wonderful first day of school Aug. 22 at Addison Trail, Willowbrook and the District Office.

District 88's new Superintendent, Dr. Scott Helton, Addison Trail's new Principal, Adam Cibulka, and Willowbrook Principal Dan Krause rode a school bus to celebrate the beginning of the school year. Photos from their bus rides can be viewed at <http://tinyurl.com/8lqkxdh> and <http://tinyurl.com/8lqkxdh>.

Other highlights from the first day of school and the beginning of the 2012-13 school year include:

Addison Trail

- About 95 percent of all students attend the first day of school.
- The Buildings and Grounds staff had all the rooms cleaned and floors waxed two weeks before the beginning of school.
- Student display cases in Blazer Hall were refinished to celebrate student accomplishments.
- College pennants are now flying in the Commons area, along with added Home of the Blazer signage (done at no cost) and banners that celebrate the top schools in America honors Addison Trail has earned individually and as a district with Willowbrook.
- New Principal Adam Cibulka sat with students during lunch and rode a school bus to discuss the day and gather student feedback. A reception to welcome Cibulka and give parents/guardians, students, staff members and community members an opportunity to get to know him better will take place from 2 to 5 p.m. Sept. 15 in Addison Trail's Blazer Room.
- Fall athletics has begun. Boys soccer had a 2-0 victory over Lake Park Aug. 20. Addison Trail's first football game is at West Chicago Aug. 25, and the first home football game is against Proviso West at 7:30 p.m. Aug. 31. Boys and girls golf, cross country, girls tennis and girls volleyball have begun their seasons as well.

Willowbrook

- More than 96 percent of all students attended the first day of school. The staff welcomed students and displayed the 2012-13 Warrior Pride T-shirt.
- The Willowbrook Drum Line welcomed students by playing in the hallways before school.
- Students enjoyed music during the passing periods as they found their way to classes on the first day.
- Principal Dan Krause met with students throughout the day to discuss how school was starting and to gather student feedback.
- The Buildings and Grounds staff had all the rooms cleaned and floors waxed before the start of school.
- Banners celebrating the top schools in America honors Willowbrook has earned individually and as a district with Addison Trail were displayed in the school.
- Willowbrook's first football game is Aug. 24 at home against Glenbard East. This will be Senior Night for football, poms and cheerleaders. We also will recognize a Moment of Silence in honor of Lombard Village President Bill Mueller. Boys soccer, boys and girls golf, cross country, girls tennis and girls volleyball have begun their seasons as well.

District 88 Transition Program (a program that helps cognitively disabled students ages 19 to 21 learn life skills, obtain job training in a community setting and transition to life after District 88)

- The Transition Program will open its Perks & Possibilities Café at 9 a.m. Aug. 27. This is the third year the café will be open. Students in the Transition Program help set up the café, and two students stay for job training. The café is open from 9 to 11 a.m. Monday through Thursday and is in the Addison Library.
- The Transition Program is proud to welcome four new students to the program this year – Jose Gallegos (from Willowbrook), Faizan Khan (from Willowbrook), Nick Trojanowicz (from Addison Trail) and Xochilt Vazquez (from Willowbrook). The program has eight students total this year.
- This year, Transition Program students will experience community-based learning opportunities such as going to Brookfield Zoo, museums, theater performances and other venues to develop life skills. They also will enjoy guest speakers such as Fire Inspector Mark Spoo with the Addison Fire Department, Crime Prevention Officer Danielle Peterson with the Addison Police Department and a visit with Addison Mayor Larry Hartwig to learn about services offered in their community.
- Three students have recently graduated from the Transition Program, and one has gone on to earn competitive employment at Culver's. Other students have gone on to continue to use their life skills through placement in group homes, supportive living and residential placement in their local community.
- The Transition Program will sponsor a canned food drive in October, where canned foods will be collected from the community. In November, Transition students will take those canned goods and volunteer to stock a food pantry at the Humanitarian Service Project.

The information above also will be presented in a PowerPoint presentation.

School Improvement Process

Mrs. Barbanente will share an overview of the School Improvement Process for the 2012-2013 school year.

Begin with the end in mind... year – 2016 – Curriculum

- Tied to Common Core (or comparable national standards – WIDA, ACTFL, etc)
- Online and available to parents, students, staff, community
- Linked to post-secondary college or career programs without barriers

2016 – Assessment

- Tied to rigorous standards
- Constructed Response
- Tied to state database
- Documented content validity and reliability
- Tied to teacher performance (student growth)
- ISBE??? - end of course assessments tied to teacher name etc... TBD

2016 Instruction

- Multiple opportunities to achieve high standards – no easy way out... but flexible options
- Tiered interventions
- Technology enhanced classrooms – 24/7 blended environments
- High structure and high consistency in classroom routines
- Genuine care and support from all adults in the building

What is the focus for 2012-2013?

- Implementation of the CCS standards (WIDA, etc) and the addition of more rigor to the curriculum
- Leadership of the PLC course teams with the implementation of more structure to the process.
- Implementation of more PARCC type assessments (writing and constructed response)
- Continued Joint Committee Work to prepare for the required changes to the teacher evaluation process

How will we get it done? Help!!

- Rigorous Curriculum Design training – August JLT with on-going coaching quarterly – Lead and Learn Center (Reeves)
- Build Your Own Curriculum training as needed.
- Data Teams training (November 1,2) on-going coaching quarterly – Lead and Learn Centers
- On-going assessment support for 12-13 with intensive training in 13-14 in preparation for the student growth component of evaluation.

So... what about instruction?... Staff Development Team

- CRISS implementation with **writing and instructional technology** emphasis
- CHAMPS and SEL implementation with emphasis on consistent, positive behavior intervention.
- High Quality Teacher checklist - "Closing the loop" from the RTI meetings
- Period by Period/ Lunch and Learn meetings, peer-observation, collegial coaching models, Internal U opportunities
- Full Day wksps as needed - DO

Summer School Programs

Mrs. Barbanente will provide an update on the summer school programs offered to District 88 students at Addison Trail and Willowbrook High Schools.

**DuPage High School District 88
Summer Programs Data 2012**

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Incoming Freshman Intervention Program	Addison Trail HS	Willowbrook HS
Student Population:		
# of students eligible	163	115
# of students attended	129	94
# of students receiving credit for completion	118	76
# of students receiving interventions for Reading	20	8
# of students receiving interventions for Math	26	50
# of students receiving interventions for both subject areas	72	36
# of special education students served	9	9
# of discipline incidents	9	3
# of parent phone calls	93	85
# of home visits	18	20
Academic Achievement Data:		
Group EXPLORE Pre-Test Composite Score in Reading	11.21	12.66
Group EXPLORE Post-Test Composite Score in Reading	12.66	14.26
Group EXPLORE Pre-Test Composite Score in Math	12.46	10.81
Group EXPLORE Post-Test Composite Score in Math	14.21	12.09
Reading Gains Results: (Identified by EXPLORE post-test)	+1.45	+1.6
Math Gains Results: (Identified by EXPLORE post-test)	+1.75	+1.28

Credit Recovery	Addison Trail	Willowbrook
# of students eligible	120	84
# of students attended (total)	86	67
# of students that were previously enrolled in summer school (i.e. freshman intervention program, sophomore seminar, ESL summer school)	52	48

**DuPage High School District 88
Summer Programs Data 2012**

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Subgroups represented (# of Students)		
Caucasian	23	21
Asian/Island	1	4
Hispanic	55	24
Multiracial	0	3
Low Income	40	46
Black	6	15
IEP	22	11
# of students receiving credit for completion	86	59
# of English credits	34	24
# of Math credits	38	21
# of Science credits	26	8
# of Social Studies credits	16	5
# of Health	1	0
# of discipline incidents	3	2
ESL Reading Intervention Program		
Student Population:		
# of students eligible		13
# of students attended (total):		13
Attendance rate:		
Home language: (# of Students):		
Spanish		7
Polish		0
Ukrainian		0
Arabic		2
Other (Specify) : Filipino, Ewe		4
# of discipline incidents:		0
# of parent phone calls:		25
# of students receiving credit for completion		13

Willowbrook hosted Consumer Management for 30 AT and WB students and Speech for 19 WB students.

Addison Trail hosted Speech for 52 AT students.

LIST OF BILLS -- June 2012

It is recommended that the expenditures, by fund, be approved for June, 2012 with the exception of Check #490473 to Thomas & Sharon Kucik and Check #490478 to Thomas Edmier.

Education Fund	\$6,815,290.47
O&M Fund	262,193.54
Transportation Fund	484,127.25
IMR Fund	257,397.87
Capital Projects Fund	39,081.09
Activity Fund	737,001.71

\$8,595,091.93

LIST OF BILLS -- July 2012

It is recommended that the expenditures, by fund, be approved for July 2012.

Education Fund	\$1,455,690.29
O&M Fund	323,711.80
Debt Fund	350.00
Transportation Fund	15,220.91
IMR Fund	104,507.15
Capital Projects Fund	1,683.00
Activity Fund	48,914.73
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	<u>\$1,950,077.88</u>

TREASURER'S REPORT
June 2012

It is recommended that the Treasurer's Report for June 2012, reflecting the following ending balances, be approved as follows:

Education Fund	\$27,662,924.17
O&M Fund	5,805,259.63
Transportation Fund	3,060,357.32
Activity Fund	1,903,740.98
Fire Prevention/Safety	428.49
Capital Projects	1,395,536.87
Debt Services	3,173,102.57
IMR Fund	456,209.01
Working Cash Fund	6,118,897.45
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	\$49,576,456.49
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TREASURER'S REPORT
July, 2012

It is recommended that the Treasurer's Report for July 2012, reflecting the following ending balances, be approved as follows:

Education Fund	\$28,480,145.59
O&M Fund	5,385,622.29
Transportation Fund	3,315,045.72
Activity Fund	2,290,729.06
Life Safety	448.02
Capital Projects Fund	1,393,853.87
Debt Service	862,883.10
IMRF Fund	406,216.71
Working Cash Fund	6,119,093.81
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	<u>\$48,254,038.17</u>

DONATION

In accordance with established Board Policy, it is recommended that the following donation be accepted for educational use only.

- o The Knights of Columbus, Bloomingdale Council, has donated \$400.00 to the Transition Program at DuPage High School District 88.

LIST OF BILLS - SEPARATE ACTION ITEM

It is recommended that the board approve payment of check #489144 to Thomas Edmier in the amount of \$152.68 for bookstore refund.

LIST OF BILLS - SEPARATE ACTION ITEM

It is recommended that the board approve payment of check #490474 to Thomas & Sharon Kucik in the amount of \$ 71.22 for bookstore refund.

LIST OF BILLS - SEPARATE ACTION ITEM

It is recommended that the board approve payment of check #488273 to Phyllis Johnson in the amount of \$ 225.00 for piano accompanist @ Willowbrook High School.

APPROVAL OF LIST OF BILLS EXCEEDING \$5,000.00

Attached for approval to release is a list of payments to vendors whose total for the month to date is in excess of \$5,000.00. This would include individual payments in excess of \$5,000.00 as well as any payments for a given vendor which bring the cumulative total for the month above the \$5,000.00 threshold.

District 88

Finance & Reporting

Vendors over \$5,000.00
 08-01-2012 to 08-23-2012
 Generated on 08-23-2012 at 11:45 AM
 Total Results: 6

CDW GOVERNMENT, INC.	15858			\$8,925.00
08-23-2012 Regular - SUPP SOFTWARE CARL PERKINS	491137	10	Education Fund	\$8,925.00
EDYBURN CORPORATION	47491			\$4,979.00
08-16-2012 Regular - SUPPLIES OTH CENT ADMIN	491015	10	Education Fund	\$4,979.00
FOX VALLEY FIRE & SAFETY CO.	572			\$3,494.65
08-23-2012 Regular - PUR SVC AT MAINTENANCE	491214	20	O & M Fund	\$3,494.65
INTELLIGENT SYSTEMS SERVICES, INC	47114			\$7,321.00
08-16-2012 Regular - PUR SVC AT MAINTENANCE	491072	20	O & M Fund	\$7,321.00
MARTENSON TURF PRODUCTS, INC.	49710			\$5,197.50
08-16-2012 Regular - SUPPLIES AT MAINTENANCE	491074	20	O & M Fund	\$5,197.50
TRANE	41146			\$10,092.46
08-16-2012 Regular - SUPPLIES AT MAINTENANCE	491088	20	O & M Fund	\$10,092.46

CERTIFIED STAFF APPOINTMENT:

It is recommended that the board approve the following certified staff appointment:

Mary Wilson
Willowbrook Part Time Science Teacher
Salary: Scale I, Step 1 - \$18,072.00 – 4/11ths of \$49,698.00
Effective: 2012-2013 school year

CLASSIFIED STAFF RESIGNATIONS:

It is recommended that the board accept the following classified staff resignations:

Natalie Cioe
Willowbrook Achieve Teacher Aide
Effective: August 13, 2012

Catherine Disterheft
Willowbrook Literacy Teacher Aide
Effective: August 13, 2012

Paul McKelvin
Willowbrook In School Suspension Teacher Aide
Effective: August 21, 2012

John Parpet
Addison Trail Special Education Teacher Aide
Effective: August 13, 2012

Justin Pratt
Willowbrook Student Supervisor
Effective: August 17, 2012

CLASSIFIED STAFF APPOINTMENTS:

It is recommended that the board approve the following classified staff appointments:

Kathryn Bolster
Willowbrook In School Suspension Teacher Aide
Salary: \$18,919.53
Effective: 2012-2013 school year

Dorina Bralis
Willowbrook ACHIEVE Teacher Aide
Salary: \$18,919.53
Effective: 2012-2013 school year

Classified Staff Appointments - continued

Dean Constantopoulos
Addison Trail Reading/Spec Ed Teacher Aide
Salary: \$14,595.12
Effective: August 27, 2012

Kathleen Fisher
Willowbrook Special Education Teacher Aide
Salary: \$17,321.22
Effective: 2012-2013 school year

Hilary Foster
Willowbrook Literacy Teacher Aide
Salary: \$18,919.53
Effective: 2012-2013 school year

Rebecca Kritzberg
Addison Trail Math Resource Center Teacher Aide
Salary: \$15.27/hourly
Effective: August 27, 2012

Bruce MacTaggart
Addison Trail Special Education Teacher Aide
Salary: \$18,919.53
Effective: August 22, 2012

Brittany Mueller
Willowbrook Literacy Teacher Aide
Salary: \$17,321.22
Effective: 2012-2013 school year

Jessica Noelke
Addison Trail Part Time Reading Teacher Aide
Salary: \$13.95/hour
Effective: August 22, 2012

Amanda Peschke
Addison Trail Special Education Teacher Aide
Salary: \$18,919.53
Effective: August 22, 2012

Elizabeth Reyes
Willowbrook Literacy Teacher Aide
Salary: \$18,919.53
Effective: 2012-2013 school year

Laura Sanchez
Addison Trail LSC Teacher Aide
Salary: \$18,919.53
Effective: 2012-2013 school year

Classified Staff Appointments - continued

Dean Schultatz

Addison Trail LSC Teacher Aide

Salary: \$13.95 per hour

Effective: August 23, 2012

Darryl Thompson

Willowbrook In School Suspension Teacher Aide

Salary: \$17,321.22

Effective: 2012-2013 school year

CLASSIFIED STAFF REHIRES:

It is recommended that the board approve the following classified staff rehires:

Jennifer Kowalski

Addison Trail Part Time Special Education Teacher Aide

Salary: \$13.95/hour

Effective: August 22, 2012

Mary Nordby

Willowbrook Bus Aide

Salary: \$13.95 per hour

Effective: 2012-2013 school year

Amy Peppi

Addison Trail Part Time Special Education Teacher Aide

Salary: \$13.95/hour

Effective: August 22, 2012

Board of Education Regular Business Meeting

Monday June 11, 2012

Board Room, District Administrative Offices

7:30 P.M.

MINUTES

Call to Order

Mrs. Cain, president of the board, called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Roll Call

Members Present: Mrs. Lullo, Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mr. Irvin, Mr. Edmier,
Mrs. Cain

Members Absent: None

Others Present: Drs. Humphrey, Helton; Messrs. Martin, Krause, Bolden; Ms. Duffin,
Schweigert, Sears

Petitions and Hearings

None

Adoption of Resolution for Steven K. Humphrey, Superintendent of Schools

On behalf of the Board of Education, Mrs. Cain presented Dr. Steve Humphrey with a Resolution recognizing him for his leadership and commitment to District 88. Dr. Humphrey will retire on June 29, 2012. Mr. Johnson moved and Mrs. Kucik seconded to adopt the resolution for Steven K. Humphrey.

Voice Vote

Motion carried unanimously.

DISCUSSION ITEMS REQUIRING NO ACTION

List of Bills – May 2012

Mr. Martin recommended that the List of Bills for May 2012 in the amount of \$5,139,489.42 be approved with the exception of check #487068 to Mark Johnson.

Discussion Items Requiring No Action - continued**Treasurer's Report – May 2012**

Mr. Martin recommended that the Treasurer's Report for May 2012 in the amount of \$30,782,808.57 be approved.

Budget Status Report – May 2012

Mr. Martin recommended that the Budget Status Report for May 2012 be approved as presented.

Fundraiser

Mr. Martin recommended that the fundraiser contract for the Addison Trail Blazettes to sell candy be approved.

Prevailing Wage Resolution

Mr. Martin stated that the district is required to annually adopt the prevailing wage resolution, file it with the Secretary of State and publish a notice in the paper. The district works with other governmental agencies in Addison and Villa Park to publish one notice for all of the public bodies. It is recommended to adopt the prevailing wage resolutions.

Property/Casualty/Liability Insurance Renewal

Mr. Martin recommended that the board approve the payment of \$204,381 to the Collective Liability Insurance Cooperative for the 2012-2013 school year for property/casualty/liability insurance coverage.

Tentative Budget 2012-2013

Mr. Martin recommended that the tentative budget for 2012-2013 be adopted and placed on display in the District 88 Office as of Tuesday, June 26, 2012.

Establish Public Hearing Date

Mr. Martin recommended that the public hearing date regarding the 2012 – 2013 tentative budget be held on Monday, September 17, 2012 at 7:30 p.m. in the District 88 Boardroom.

Personnel

Mrs. Duffin recommended that the following personnel report be approved as presented.

Certified Staff Appointments:

It is recommended that the board approve the following certified staff appointments:

- o Mary Barney, Willowbrook Career & Technical Education Department Chairperson: Salary - Scale IV, Step 15 - \$96,811.71 plus \$7,330.46 Department Chair Stipend, effective 2012-2013 school year.
- o Christopher Carr, Willowbrook Math Teacher: Salary -Scale V, Step 6 - \$69,378.41, effective 2012-2013 school year.
- o Michael Chabalowski, Willowbrook Part Time I & T Teacher: Salary: - Scale I, Step 3 - 43,101.72; 9/11ths of \$52,679.88, effective 2012-2013 school year.

Personnel - continued

- o Stephen Kallaus, Willowbrook Part Time Art Teacher: Salary: Scale I, Step 8 - \$27,989.01 – 5/11ths of \$61,575.83, effective 2012-2013 school year.
- o Brandi Kisse, Addison Trail Part Time Physical Education Teacher: Salary: Scale I, Step 1 - \$13,554.00 – 3/11ths of \$49,698 plus \$847.12 Resource Stipend, effective: 2012-2013 school year.
- o Ashley Lupo, Addison Trail High School Part Time Math Teacher: Salary -Scale I, Step 1 - \$22,590 5/11ths of \$49,698 plus \$1,411.87 Resource stipend, effective 2012-2013 school year.
- o Lilia Ocon, Addison Trail ACHIEVE English/English Teacher: Salary - Scale I, Step 1 - \$49,698.00, effective 2012-2013 school year.
- o Katie Prast, Addison Trail English Teacher: Salary - Scale I, Step 2 - \$51,188.94, effective 2012-2013 school year.
- o Michael Schultz, Willowbrook Part Time Science Teacher: Salary - Scale I, Step 1 - \$18,072.00 – 4/11ths of \$49,698.00, effective 2012-2013 school year.
- o Amy Van Vlerah, Willowbrook Part Time Math Teacher: Salary - Scale I, Step 1 - \$27,108.00 – 6/11ths of \$49,698, effective 2012-2013 school year.

Certified Staff Re-Hire:

- o Christopher Perkins, Willowbrook Part Time Special Education Teacher: Salary - Scale III, Step 1 - \$24,284.25 – 5/11ths of \$53,425.35, effective 2012-2013 school year.

Intern Staff Appointments:

- o Lisa Baker, Addison Trail Social Work Intern: Salary - \$8,000 Stipend, effective 2012-2013 school year.
- o Nina Gortowski, Addison Trail Social Work Intern: Salary - \$8,000 Stipend, effective 2012-2013 school year.

Classified Staff Appointment:

- o Cesar Vallejo, Willowbrook Full Time ACHIEVE Behavior Interventionist Teacher Aid: Salary - \$13.98 hourly, effective 2012-2013 school year.

SEPARATE ACTION ITEMS**Approval of List of Bills Exceeding \$5,000**

Mr. Johnson moved and Mr. Gillen seconded to approve and release the following payments to vendors whose total for the month to date is in excess of \$5,000.00: Cengage Gale, ECRA Group Inc., Follett Library Book Co., Green River Lines Inc., Hewlett-Packard Corporation, Jostens Inc., Meridian Banquets, Monaco Mechanical Inc., Mystic Blue Cruises, Plato Learning, and Proquest LLC.

Roll Call Vote:

Ayes: Mr. Johnson, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mrs. Kucik, Mr. Irvin, Mrs. Cain

Nays: None

Motion carried unanimously.

Technology Leadership

1. District Director of Technology, Teaching and Learning
Mrs. Kucik moved and Mr. Gillen seconded to approve the posting and hiring of the position of District Director of Technology, Teaching and Learning.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mrs. Lullo, Mr. Johnson, Mr. Edmier, Mrs. Cain

Nays: Mr. Irvin

Motion carried.

2. Instructional Technology Coach
Mrs. Kucik moved and Mr. Gillen seconded to approve the posting and hiring of the positions of Instructional Technology Coach; .08 teaching release at Addison Trail and a .8 teaching release at Willowbrook.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Johnson, Mr. Irvin, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

Ratification of Technology Committee Actions**Desktop Computer Purchase and Achieve Program Technology Purchases**

Mrs. Kucik moved and Mr. Gillen seconded to approve the purchase of thirty-four desktop computers in the amount of \$27,710.00 and miscellaneous technology items in the amount of \$70,965.40 to be used to launch the new ACHIEVE programs at Addison Trail and Willowbrook in August 2012.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Johnson, Mr. Irvin, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

INFORMATION/DISCUSSION ITEMS**Educational Focus Items for June 25, 2012**

Dr. Helton reviewed the upcoming educational focus items for the June 25 board meeting that will include the School Improvement Process for 2012.

Freedom of Information Request

Dr. Humphrey reported that the following Freedom of Information request was received. District 88 has no records responsive to the first request. The second request was fulfilled.

- Mr. Johnny J. Lappe requested all requests for service, bids, requests for proposal and vendor contracts for "taxi" services(s) for the years 2006-2012 and provide a link to the online list of all vendors with school district contracts exceeding \$25,000.

Credit Card Summary

Mr. Martin reviewed the credit card usage report for May 2012. The total activity for the month was \$4,031.57.

New and Revised Board Policies – Section 5 Personnel

Board members reviewed the following Board Policies in Section 5 – Personnel: 5:10 Equal Employment Opportunity and Minority Recruitment; 5:20 Workplace Harassment Prohibited; 5:30 Hiring Process and Criteria; 5:50 Drug and Alcohol Free Workplace; 5:60 Expenses; 5:90 Abused and Neglected Child Reporting; 5:100 Staff Development Program; 5:120 Ethics and Conduct; 5:150 Personnel Records; 5:170 Copyright; 5:185 Family and Medical Leave; 5:190 Teacher Qualifications; 5:200 Terms and Conditions of Employment and Dismissal; 5:220 Substitute Teachers; 5:240 Suspension; 5:250 Leaves of Absence; 5:260 Student Teachers; 5:280 Duties and Qualifications; 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers; and 5:330 Sick Days, Vacation, Holidays, and Leaves. These policies will be brought back to the June 25, 2012 Board meeting for approval and adoption.

New and Revised Board Policies – Section 4 Operational Services

Board members reviewed the following Board Policies in Section 4 – Operational Services: 4:30 Revenue and Investments; 4:70 Resource Conservation; 4:90 Activity Funds; 4:110 Transportation; 4:120 Food Services; 4:130 Free and Reduced-Price Food Services; 4:160 Hazardous and Infectious Materials; and 4:170 Safety. These policies will be brought back to the June 25, 2012 Board meeting for approval and adoption.

School Recognition

Assistant Principal Michael Bolden and Principal Dan Krause highlighted upcoming events, accomplishments and recognitions for each school.

Addison Trail

- o PBIS celebration was held on May 30, celebrating good behavior throughout the year.
- o Blazer Pride awarded over 5,500 "Acts of Kindness" this year.
- o Congratulations to the Addison Trail students who performed at the National Tooling and Manufacturing Competition.
- o The Senior Recognition Assembly was held on June 1.
- o Prom was held on June 8 with 450 students attending.
- o Summer camps have begun and summer school will begin June 18.

School Recognition - continuedWillowbrook

- o The Human Relations Breakfast was held on May 24.
- o The District 88 Talent Show, held on May 25, was a huge success showcasing the excellent talent in District 88.
- o On May 29 the National Honors Society Induction was held.
- o Prom and post prom activities were held on June 8.
- o The Warrior Code barbeque was held on May 30.
- o At the June 1 Senior Recognition Ceremony, it was announced that the Class of 2012 has set a school record by earning more than \$5.3 million in scholarships and awards!

Board Member Reports

- o Mr. Johnson reported on the recent LEND meeting he attended which focused on pensions.
- o Mr. Gillen gave recognition to the recent talent show and scholarship programs held at Willowbrook.
- o Mrs. Cain thanked the Board for their participation at the June 10th graduation ceremonies.

Public Comments

None

Announcements

- Educational Focus Board Meeting: Monday, June 25, 2012, 7:30 p.m., District Board Room located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.

Closed Meeting

Mr. Edmier moved and Mrs. Kucik seconded to go into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, pending litigation and discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 (5 ILCS 1202.06). The Board went into closed session at 8:55 p.m.

Roll Call Vote:

Ayes: Mr. Edmier, Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mrs. Lullo, Mr. Irvin, Mrs. Cain

Nays: None

Motion carried unanimously.

Reconvene to Open Meeting

The board returned to open session at 9:30 p.m.

Roll Call:

Members Present: Mrs. Kucik, Mr. Johnson, Mr. Gillen, Mr. Irvin, Mr. Edmier, Mrs. Lullo,
Mrs. Cain

Members Absent: None

Action Necessitated By Closed Session

1. Resignation/Retirement Agreement and Release for Laurie D. Brown
Mrs. Kucik moved and Mr. Gillen seconded to approve as presented in closed session, the "Resignation Agreement and Release" for Laurie D. Brown.

Roll Call Vote:

Ayes: Mr. Johnson, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mrs. Kucik, Mr. Irvin, Mrs. Cain

Nays: None

Motion carried unanimously.

2. Administrative Salary Adjustment
Mr. Johnson moved and Mrs. Kucik seconded to approve the allocation of not more than 1% for the FY2013 administrative salaries.

Roll Call Vote:

Ayes: Mr. Johnson, Mrs. Kucik, Mrs. Lullo, Mr. Gillen, Mr. Irvin, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried unanimously.

3. Closed Session Minutes
Mrs. Kucik moved and Mr. Gillen seconded to adopt the "Closed Session Resolution" causing the minutes of the closed sessions from December 19, 2011 through April 28, 2012 to remain classified; all other closed session minutes not enumerated on Exhibits A and B shall continue to remain classified.

Roll Call Vote:

Ayes: Mrs. Kucik, Mr. Gillen, Mr. Johnson, Mr. Irvin, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

Adjournment

Mr. Gillen moved and Mrs. Kucik seconded that the meeting adjourn.

Voice vote.

Motion carried unanimously. The board meeting adjourned at 9:40 p.m.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date

**Board of Education
Educational Focus Meeting**

Monday, June 25, 2012
Board Room, District Administrative Offices

7:30 p.m.

MINUTES

CALL TO ORDER

Mrs. Cain, president of the board, called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Mrs. Lullo, Mr. Gillen, Mr. Irvin, Mr. Edmier, Mrs. Cain

Members Absent: Mrs. Kucik, Mr. Johnson

Others Present: Drs. Humphrey, Helton; Messrs. Martin, Krause; Ms. Barbanente, Schweigert, Sears; Ford AAA Student Winners and others not registered.

SECRETARY PRO TEM

Due to the absence of Mrs. Kucik, board secretary, Mr. Irvin moved and Mr. Gillen seconded to appoint Mr. Edmier as secretary pro tem for the June 25, 2012 board meeting.

Roll Call Vote:

Ayes: Mr. Irvin, Mr. Gillen, Mr. Edmier, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

PETITIONS AND HEARINGS

None

Adoption of Resolution for Joseph Pascarelli

The Board of Education adopted a resolution recognizing Joseph Pascarelli for his leadership, vision, passion and high quality services to the students, staff and communities of DuPage High School District 88.

Recognition of District 88 Success**Willowbrook: National Ford AAA Competition**

Ryan Orlando and Mark O'Hara, Willowbrook Class of 2012 were recognized for their outstanding accomplishments where they finished 3rd Place at the National Ford AAA Competition in Dearborn, MI. Ryan and Mark competed on behalf of the State of Illinois along with student representatives from each state.

Illinois Policy Institute's Transparency Project

Dani Schweigert reported that the Illinois Policy Institute (IPI) recently conducted a 10-Point Transparency Checklist as part of a Transparency Project to ensure the Web sites of local government agencies are transparent to the public. IPI is conducting Local Government Transparency audits of hundreds and soon thousands of Illinois' more than 6,000 government taxing bodies and is working with government administrators to make Illinois more transparent. District 88 understands the importance of transparency and has created a Transparency Page at www.dupage88.net. After IPI's second audit of the Transparency Checklist, District 88 has received a "B" grade with a 81.7 percent. We will continue to meet state and federal requirements with regard to transparency to maintain an open and honest relationship with the public and District 88 stakeholders.

EDUCATIONAL FOCUS ITEM**School Improvement Process for 2012**

Jean Barbanente shared information related to next steps in the school improvement process for the 2012-13 school year. She shared information she received at a recent conference where Doug Reeves, founder of The Leadership and Learning Center spoke on how to take school leaders further and deeper into the critical territory. Mrs. Barbanente spoke on current trends in education, rigorous curriculum design, assessment training where focus is placed on non-fiction writing and credit recovery giving students multiple opportunities to succeed.

Motion to Establish Consent Agenda

Mr. Gillen moved and Mrs. Lullo seconded to establish the consent agenda as presented.

Roll Call vote:

Ayes: Mr. Gillen, Mrs. Lullo, Mr. Edmier, Mr. Irvin, Mrs. Cain

Nays: None

Motion carried unanimously.

List of Bills – May 2012

Approve the List of Bills for May 2012 in the amount of \$5,139,489.42 with the exception of check #487068 to Mark Johnson.

Motion to Establish Consent Agenda - continued

Treasurer's Report – May 2012

Approve the Treasurer's Report for May 2012 in the amount of \$30,782,808.57.

Budget Status Report – May 2012

Approve the Budget Status Report for May 2012 as presented.

Fundraiser

Approve the fundraiser contract for the Addison Trail Blazettes to sell candy.

Prevailing Wage Resolution

Adopt the Prevailing Wage Resolution as presented at the June 11, 2012 Board meeting.

Collective Liability Insurance

Approve the payment of \$204,381 to the Collective Liability Insurance Cooperative for the 2012-2013 school year for property/casualty/liability insurance coverage.

Tentative Budget

Adopt the tentative budget for 2012-2013 and place it on display in the District 88 Office as of Tuesday, June 26, 2012.

Public Hearing Date

Approve the Public Hearing Date of September 17, 2012 for the 2012-2013 tentative budget.

Personnel Report

Approve the Personnel Report as presented at the June 11, 2012 Board meeting.

Board Policies: Section 4 – Operational Services

Approve the following Board Policies in Section 4 – Operational Services: 4:30 Revenue and Investments; 4:70 Resource Conservation; 4:90 Activity Funds; 4:110 Transportation; 4:120 Food Services; 4:130 Free and Reduced-Price Food Services; 4:160 Hazardous and Infectious Materials; and 4:170 Safety.

Board Policies: Section 5 - Personnel

Approve the following Board Policies in Section 5 – Personnel: 5:10 Equal Employment Opportunity and Minority Recruitment; 5:20 Workplace Harassment Prohibited; 5:30 Hiring Process and Criteria; 5:50 Drug and Alcohol Free Workplace; 5:60 Expenses; 5:90 Abused and Neglected Child Reporting; 5:100 Staff Development Program; 5:120 Ethics and Conduct; 5:150 Personnel Records; 5:170 Copyright; 5:185 Family and Medical Leave; 5:190 Teacher Qualifications; 5:200 Terms and Conditions of Employment and Dismissal; 5:220 Substitute Teachers; 5:240 Suspension; 5:250 Leaves of Absence; 5:260 Student Teachers; 5:280 Duties and Qualifications; 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers; and 5:330 Sick Days, Vacation, Holidays, and Leaves.

Motion to Approve Consent Agenda

Mr. Edmier moved and Mrs. Lullo seconded to establish the consent agenda as presented.

Roll Call vote:

Ayes: Mr. Edmier, Mrs. Lullo, Mr. Gillen, Mr. Irvin, Mrs. Cain

Nays: None

Motion carried unanimously.

DISCUSSION ITEMS REQUIRING ACTION

Check #487068 to Mr. Mark Johnson

Mr. Edmier moved and Mr. Gillen seconded to approve check #487068 to Mr. Mark Johnson in the amount of \$909.91 for reimbursement for school board conference.

Roll Call Vote:

Ayes: Mr. Edmier, Mr. Gillen, Mr. Irvin, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

Worker's Compensation Insurance Renewal

Mr. Martin reviewed the district's workers' compensation loss history and average costs and it was recommended to participate in the large-deductible option with School Employees Loss Fund (SELF). SELF is a cooperative of school districts that provides workers' compensation insurance coverage. This option would drop our premium to \$246,627 (from \$333,976) and includes a \$40,000 loss fund deposit. The district would be responsible for claims up to \$25,000 and would be required to replenish the established loss fund if it falls below \$10,000.

Mr. Edmier moved and Mr. Irvin seconded to approve participation in the \$25,000 large deductible program with the School Employees Loss Fund (SELF).

Roll Call Vote:

Ayes: Mr. Edmier, Mrs. Cain

Present: Mr. Gillen

Nays: Mr. Irvin, Mrs. Lullo

Motion failed.

Discussion Items Requiring Action - continued**Worker's Compensation Insurance Renewal – Second Proposal**

Mrs. Lullo moved and Mr. Irvin seconded not to participate in the large-deductible option with School Employees Loss Fund (SELF) and approve the payment of \$333,976.00 to the SELF for the 2012-2013 workers' compensation coverage.

Roll Call Vote:

Ayes: Mrs. Lullo, Mr. Irvin, Mr. Gillen,

Nays: Mr. Edmier, Mrs. Cain

Motion carried.

Fundraiser Exceeding \$1,000

Mrs. Lullo moved and Mr. Gillen seconded to approve the following fundraiser: Addison Trail Football team selling Blazer cards to purchase new game jerseys for the lower levels.

Roll Call Vote:

Ayes: Mrs. Lullo, Mr. Gillen, Mr. Irvin, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried unanimously.

Approval of List of Bills Exceeding \$5,000

Mr. Gillen moved and Mrs. Lullo seconded to release the list of payments to the following vendors whose total for the month to date is in excess of \$5,000: Custom, Exceledge, Inc., P.J.'s Camera, and Venuti's Banquets.

Roll Call Vote:

Ayes: Mr. Gillen, Mrs. Lullo, Mr. Irvin, Mr. Edmier, Mrs. Cain

Nays: None

Motion carried unanimously.

Personnel Report

Mrs. Lullo moved and Mr. Irvin seconded to approve the following personnel report as presented.

Roll Call Vote:

Ayes: Mrs. Lullo, Mr. Gillen, Mr. Edmier, Mrs. Cain

Nays: Mr. Irvin

Motion carried.

Personnel Report - continuedCertified Staff Appointments

- o Kaitlin Korenchan, Addison Trail Part Time Social Studies Teacher: Salary - Scale I, Step 1 - \$13,554.00 - 3/11ths of \$49,698.00 with a \$847.12 Resource stipend, effective 2012-2013 school year.
- o Laura Lopez, Willowbrook Career & Technology Education Teacher: Salary - Scale III, Step 7 - \$65,998.95, effective 2012-2013 school year.
- o Karen Martinez, Addison Trail Part Time Reading Teacher: Salary - Scale III, Step 4 - \$10,653.44 - 2/11ths of \$58,593.95 with a \$665.84 resource stipend, effective 2012-2013 school year.
- o Amy Peppi, Addison Trail Part Time English Teacher: Salary - Scale I, Step 1 - \$9,036.00 - 2/11ths of \$49,698 with a \$564.75 resource stipend, effective 2012-2013 school year.
- o Stacey Puccini, Addison Trail Part Time Special Education Teacher, Salary - Scale III, Step 1 - \$29,141.10 - 6/11ths of \$53,425.35 with a \$1,821.32 Resource stipend, effective: 2012-2013 school year.
- o Nathan Sackschewsky, Willowbrook Music Teacher: Salary - Scale III, Step 7 - \$65,998.95, effective 2012-2013 school year.

Certified Staff Resignation:

- o Michael Schultz, Willowbrook Part Time Science Teacher for the 2012-2013 school year, effective June 20, 2012.

Certified Staff Re-Hire

- o Diana Guerrieri, Willowbrook Full Time English Teacher: Salary - Scale III, Step 5 - \$61,277.64, effective 2012-2013 school year.

Classified Staff Appointment

- o Tommy Gulo, Willowbrook ACHIEVE Teacher Aide: Salary - \$15.27/hourly, effective August 20, 2012.

Classified Staff Resignations

- o Sara Bauer, Addison Trail Math Teacher Aide, effective end of the 2011-2012 school year.
- o Michael Schultz, Willowbrook ARC Teacher Aide, effective end of the 2011-2012 school year.

Classified Staff Change in Status

- o Veronica Noyola, from Addison Trail Administrative Assistant to District Office Executive Secretary: Salary - 12 Month, Level V, Step 7 - \$49,039.19, effective July 1, 2012.
- o Maria Oplawski, from Willowbrook Teacher Aide to Addison Trail Dean Secretary: Salary 10 Month Level II, Step 5 - \$31,552.48, effective August 13, 2012.

Discussion Items Requiring Action - continued**Approve Meeting Minutes from May 14, 2012 through May 29, 2012**

Mr. Edmier moved and Mr. Gillen seconded to approve the following meeting minutes: May 14, 2012 Regular Business Board meeting; May 14, 2012 Closed Session Board meeting; May 21, 2012 Educational Focus Board meeting; May 22, 2012 District Technology Committee meeting; May 29, 2012 Evaluation and Compensation Committee meeting; and May 29, 2012 Closed Session Evaluation and Compensation Committee meeting.

Roll Call Vote:

Ayes: Mr. Edmier, Mr. Gillen, Mr. Irvin, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

INFORMATION ITEMS**Freedom of Information Requests**

Mrs. Barbanente informed the Board that the following Freedom of Information requests were received and fulfilled:

- o Mr. Allen R. Popper, on behalf of Flo-Tech Mechanical Systems, Inc., requested a copy of the Payment Bond for Labor and Materials for the HVAC project at Addison Trail High School.
- o Mr. Gregory E. Moy, M. Ed., requested a copy of District 88's policies regarding the social and emotional development of students pursuant to the Illinois Children Mental Health Act.

School Recognition – Principals

Principal Dan Krause and Principal Scott Helton highlighted events, accomplishments and recognitions.

Addison Trail

- o Addison Trail has implemented more rigorous policies related to residency to ensure the district can maximize its resources for families who reside within District 88 boundaries. Residency verification must be completed before registration for the 2012-13 school year.
- o There are 303 Addison Trail students attending summer school this year.
- o Summer sport camps have begun and are off to a great start.
- o Registration for the 2012-12 school year begins on August 13 and the first day of student attendance is August 22.

School Recognition – continuedWillowbrook

- o Willowbrook has 250 students attending summer school this year, which began on June 18.
- o Along with Addison Trail, Willowbrook has implemented more rigorous policies related to residency to ensure the district can maximize its resources for families who reside within District 88 boundaries. Residency verification must be completed before registration for the 2012-13 school year.
- o On June 23, the sixth annual LM5K Run/Walk took place to remember Lauren Kiefer and to raise money for the Lauren Kiefer Memorial Foundation Inc., which provides funds for local families and nonprofit groups, as well as scholarships.
- o Summer camps are in full swing with 350 students enrolled.
- o The Willowbrook Marching Band will participate in this year's Villa Park 4th of July parade.
- o Registration for the 2012-13 school year begins on August 13.

Board Member Reports

- o Mr. Edmier on behalf of the Board of Education thanked Dr. Humphrey for his dedication, commitment and years of service to the students, staff and community of District 88.
- o Dr. Humphrey in turn thanked the Board of Education for their commitment to District 88 and for supporting him throughout his superintendence.

Public Comments

None

Announcements

- o Regular Business Board Meeting: Monday, August 13, 2012, 7:30 p.m., District Boardroom located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.
- o Educational Focus Board Meeting: Monday, August 27, 2012, 7:30 p.m., District Boardroom located at: District Administrative Offices, 2 Friendship Plaza, Addison, IL 60101.

Closed Meeting

Mr. Edmier moved and Mr. Gillen seconded to go into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. The Board went into closed session at 8:35 p.m.

Roll Call Vote:

Ayes: Mr. Edmier, Mr. Gillen, Mrs. Lullo, Mr. Irvin, Mrs. Cain

Nays: None

Motion carried unanimously.

Educational Focus Board Meeting

June 25, 2012
Page Nine

Reconvene to Open Meeting

The board returned to open session at 8:50 p.m.

Roll Call:

Members Present: Mrs. Lullo, Mr. Gillen, Mr. Irvin, Mr. Edmier, Mrs. Cain

Members Absent: Mrs. Kucik, Mr. Irvin

Action Necessitated By Closed Session

Mr. Edmier moved and Mr. Gillen seconded to approve the contractual agreement between the Board of Education and Service Employees' International Union, Local No. 73 for District 88's maintenance and custodial employees.

Roll Call Vote:

Ayes: Mr. Edmier, Mr. Gillen, Mr. Irvin, Mrs. Lullo, Mrs. Cain

Nays: None

Motion carried unanimously.

Adjournment

Mr. Gillen moved and Mrs. Lullo seconded that the meeting adjourn.

Voice vote.

Motion carried unanimously. The board meeting adjourned at 8:52 p.m.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date

Board of Education – Board Officers Meeting

Friday, July 20, 2012

Board Room, District Administrative Offices

4:00 P.M.

MINUTES

Call to Order

Mrs. Cain, president of the board, called the meeting to order at 4:00 P.M.

Roll Call

Members Present: Donna Cain, Jay Irvin, Sharon Kucik

Members Absent: None

Others Present: Scott Helton

The meeting was called to order at 4:00 P.M.

Transition Plan/Superintendent Designee Goals Review

Review of documentation reflecting the transition activities for the 2011-2012 school year. The administration reviewed the attainment of the Superintendent Designee Goals associated with the transition.

2012-2013 Board Officers Calendar

A discussion was held regarding the Board Officers Meeting Calendar for the remainder of the first semester. In order to ensure constant and continuous communication, the meeting schedule will be more frequent than it has been in the past, especially for the first semester. We will meet in September, November, and January.

Personnel Updates

The administration shared an update regarding the status of the interview process for the positions of the Board/Superintendent Secretary, the Director of Technology Teaching and Learning and the .8 Instructional Technology Coach positions at each building. The administration also proposed supporting the position of School Communications Coordinator for the first semester of the 2012-2013 school year at one building.

Proposed Job Classification Study

The administration shared a pending proposal regarding the employment of a third party to conduct a Job Classification/Position Description Study for our classified staff positions. The goal of this study would allow us to determine the validity of current position descriptions and job classifications. We have not conducted any kind of work in this area for over a decade. This work will allow for the creation of updated job descriptions which would reflect changes in job responsibilities that have changed/evolved over several years. This work will drive future training programs to build capacity for our staff and the development of evaluation instruments associated with current job descriptions. The ultimate goal of this study would be to ensure that the placement of positions in classification categories is appropriate and reflects equity. The proposal will go to the full board in August.

Server Space Request

The administration discussed a request to upgrade our server that will add storage capacity and is part of the refresh cycle for technology equipment. The cost is expected to be around \$60,000 and is included in the 2012-2013 tentative budget, multiple quotes and /or the state purchasing contract will be considered for this purchase. It was agreed to take this to the full board in August.

Residency Verification Up-Date

The administration provided an update regarding the residency verification process at each building. Over 2,800 verifications have been conducted district wide.

Future Board Meeting Agenda Items

The administration shared a proposal for topics to be shared in the Educational Focus session of the Board of Education Meetings during the 2012-2013 school year. If you have any questions or thoughts on this, please let me know.

Educational Focus-Recommendations 2012-2013August

Overview of plan for the year - school improvement
AYP analysis if we have it
Summer School report
(August Graduation –August 27, 2012)

September

English department showcase - writing rubric and follow up from RCD training
NCLB update - we should know at this point if we got the waiver and what the requirements will be

October

Math department showcase

November

ACHIEVE program update
New Course Proposals
Review of Joint Board Meeting from November 7, 2012

Educational Focus Recommendations - continuedDecember

Business Focus—One meeting in December

January

Instructional Technology and Coaching showcase

Registration update

Resource Period Review

February

Teacher Evaluation update - gearing up for SoHD list

March

Dropped courses and program changes

April

RCD update

Rising Star and progress monitoring update

May

PBIS/SEL intervention update

Behavior Interventions

June

TBD

Focus For the 2012-2013 School Year

We reviewed the administrative focus for the 2012-2013 school year as being centered around the three A's of **A**chievement (for all students) **A**ccountability (as per PERA/Senate Bill 7—Accountability for principals and teachers per the new principal and teacher evaluation processes) and **A**lignment (aligning every course that is taught in our district and every assessment that is given in our district to the Common Core Standards).

We are working with the Doug Reeves Group—"The Leadership and Learning Center" to provide support, training and capacity building for our leaders and our teachers. They will conduct their first leadership training session (Rigorous Curriculum Design) on August 7th and 8th with our Joint Leadership Team at the District Office. Five leaders from District 48 will join us as we work to align our curriculum to the Common Core Standards. We will be working with the Leadership and Learning Center throughout the year to align our curricula to the Common Core Standards. This work will be critical as we continue to develop and modify assessments that are aligned to the Common Core Standards and eventually play a role in the teacher evaluation process.

Facilities Update

The administration shared proposals or issues concerning facilities including: Proposed renovations of the baseball field at Willowbrook and the setting up of a meeting between Bovis, Wight, District 88 and our attorney regarding the request of Bovis to close out the BTF project. We feel that we are not ready to close out and worked on a plan with Wight and Bovis Lend Lease to complete work that is still not finished.

OTHER

The administration provided updates on a variety of topics including a recent student illness, parent complaints and the administration's response to a question that was raised regarding a youth sports program coach. The board officers also shared information that they had received from residents in Villa Park regarding inquiries and public statements about the possible interest of DuPage High School District 88 in collaborating on an indoor pool project in Villa Park.

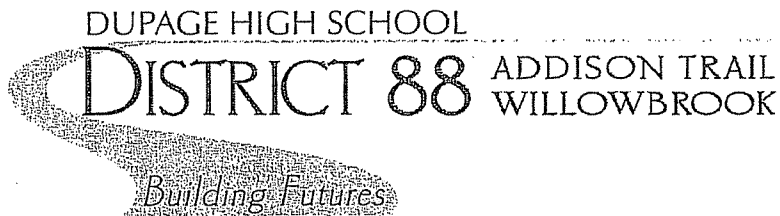
Adjournment

The meeting was adjourned at 5:20 P.M.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date



Building and Grounds Committee Meeting

Tuesday, August 7, 2012

Board Conference Room, District Administrative Office

MINUTES

Present:

Jay Irvin, Donna Cain, Tommy Edmier, Scott Helton, Scott Richards, Jim Mark, John Doherty, Kraig Riebock, George Benes, Tim Pierce, Tom Cantlin, Matt Thompson, Bob Daly, Dan Krause, Bob Flemming, Bruce Martin

Absent: Mark Johnson

Meeting called to order at 4:38 p.m. in the District 88 Conference Room.

- o The meeting began with an overview of the Willowbrook High School baseball field proposal by the Midland Group. The representatives from Midland included George Benes and Tim Pierce. The scope of the project was reviewed that included the infield renovation/maintenance and sprinkler system replacement. Jay Irvin asked if grades were shot and Midland responded with yes some have been and additional grades will be shot if the project is approved. Committee members asked if the existing sprinkler system will be removed. Midland indicated that the heads will be removed but the underground lines will be abandoned. Midland left the meeting at 5:05 p.m.
- o Mr. Martin disseminated an agenda and pay application documents as submitted by Wight & Co. for board review and approval.
- o Pay Application #14 was submitted for payment totaling \$22,050.00. The Committee approved the Pay Application as presented. The work for this pay application was largely for the ATHS varsity baseball field.
- o Pay Application #3 was submitted for payment totaling \$54,845.29. The Committee approved the Pay Application as presented. The work for this pay application was largely for Wight & Co. design fees and general conditions for summer 2012 work.
- o Wight & Co. reviewed summer 2011 punch list/closeout completion. Scott Richards reported that bathroom shelves and hooks were installed at both schools; mortar staining was completed at the ATHS concession area and waiting inspection by Scott Flanagan. Richards also reported that painting touch-up work was completed in the ATHS concession area. Richards reported that 2012 work was 90% completed, the open items included the elevated walk-way at WBHS and punch list items.

- o Bovis Lend Lease reviewed that status of open BTF contracts. John Doherty reviewed a matrix (attachment included) that included: the contractor name, remaining item(s) open, responsibility for follow-up, date required and any comments. Doherty went through all eight (8) open contracts and reviewed the open items and a proposed action plan. The following actions items were agreed upon: Bovis Lend Lease to obtain a price to fix the detention area at ATHS. Bovis Lend Lease to request Abbey Paving to fix east parking lot under their base contract rather than warranty work. Bovis Lend Lease/Wight & Co. to forward a repair procedure to Pro-Fence II for asphalt work at WBHS pier. Bovis Lend Lease to submit final payment application of \$15,265 for Wilkin Insulation and to prepare a \$9,700 change order to complete remaining open work at ATHS. Bovis Lend Lease to prepare an \$8,200 change order, and request a 2-year warranty for entire floor, to repair flooring in fitness center at WBHS.
- o The Committee reviewed and approved the Willowbrook Varsity Boys Baseball field maintenance improvements. Midland Group will complete the infield renovation and sprinkler system replacement. HSS/Hard Surface Solutions will install red ash around dugout areas and install a drainage system. A new backstop was proposed, however the Committee directed D88 administration to obtain a cost to repair the backstop before making a final decision on replacement.
- o The Committee reviewed and approved a proposal (attachment included) to furnish and install a new roof top air conditioning unit at the district office. The committee approved the low proposal of \$31,000 to Oak Brook Mechanical Services.
- o The Committee reviewed an Emergency Check List form that will be used to assess facility conditions after/during extreme weather conditions.
- o The Committee introduced or reviewed the following other items: facility usage by outside groups, exploring resources to irrigate detention areas that serve as sports fields, closing out the Bovis Lend Lease contract.

The meeting adjourned at 6:45 p.m.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date

Buildings & Grounds Committee Meeting
Tuesday, August 7, 2012
4:30 p.m.
District Office

AGENDA

1. Wight Payment Application #14 - Request For Approval
2. Wight Payment Application #3 – Summer 2012, Request For Approval
3. Summer 2011 Closeout/Summer 2012 Status Update - Wight
4. BTF Closeout Status – Bovis LL & Wight
5. WBHS Baseball Field Approval – D88
6. A/C Unit Replacement at District Office – Request for Approval – D88
7. Post Emergency Physical Asset Checklist – D88
8. Other
9. Next B&G meeting
10. Adjournment

District administration met with Bovis Lend Lease and Wight officials on Tuesday to review open contracts and status of payment to Bovis Lend Lease.

Here's a brief overview of each open contract discussed and a plan of action:

O'Donovan Landscaping, Open Amount \$18,695 - ATHS

Grass growth is minimal/spotty, substrate is problematic in detention area. John Doherty to check specs related to substrate/topsoil requirements. Also discussed lack of watering in seeded areas, John to check watering records from contractor and update District.

Abbey Paving, Open Amount \$16,000 - ATHS

Wight will re-send corrective action plan to contractor that addresses grading in east parking lot. That plan will be sent along with the terms of payment to Abbey in a letter from District 88.

Western Dupage Landscaping, Open Amount - ATHS/\$16,180, WBHS/\$9,257

Wight will send corrective action plan to contractor for both schools. The issue involves non-compliant grade issues (too high) at landscaped areas in faculty courtyard/ATHS and area by "Rock" at WBHS.

Pro-Fence II, Open Amount - ATHS/\$35,000, WBHS/\$19,528

The B&G committee previously authorized final payment to Pro-Fence, however a credit for landscape restoration of \$1,000 for work at WBHS is now included. In addition, Bovis will recommend an amount for asphalt credit for pier base at WBHS on behalf of District.

Wilkin Insulation, Open Amount \$15,265 - ATHS

Wight and Bovis recommend final payment to Wilkin that installed fire protection. In addition, a change order will be prepared by Bovis to fireproof mechanical room that was not covered by allowances.

Vortex Flooring, Open Amount - ATHS/\$17,184, WBHS/\$13,502

Agreed to payout ATHS, work is complete. WBHS, Wight/Bovis recommend a fluid applied type of vapor barrier in fitness center which should give better adhesion to the asphalt as well as conform to the surface while maintaining a continuous barrier. We're hoping work will be completed prior to start of school by Vortex.

Flo-Tech, Open Amount - ATHS/\$100,000, WBHS/\$50,001

Very few open HVAC items, Bovis/Wight suggested a progress payment. District demanded to have all work completed prior to any further payments.

Bovis will advise contractor.

Rex Electric, Open Amount - ATHS/\$5,000, WBHS/\$18,181

Bovis/Wight/Contractor/District 88 to walk buildings to finalize any open items.

DuPage 88 Action Plan/Responsibility Matrix

O'Donovan Landscaping	Responsibility	Date Required	Actual Date	Comments
Verify that specifications require watering	Wight	8/3/12		
Acquire watering records from O'Donovan	LL	8/3/12		
Verify specification of substrate (top soil)	Wight	8/3/12		
Obtain Price to fix seeding condition	LL	8/10/12		
Abbey Paving				
Forward repair details	Wight	8/3/12		
District to verify if conditional pay is acceptable	D88	8/8/12		Follows B&G subcommittee meeting
District to send correspondence to Abbey with conditions	D88	8/10/12		
Conformation of work completed per plan	Wight	TBD		Once repair schedule is identified.
Western DuPage Landscaping				
Provide criteria for mulch placement, related to design documents	Wight	8/6/12		
Confirm that specs do not require "weed barrier"	Wight	8/6/12		
Pro Fence				
Respond to latest offer from Pro Fence	D88	8/3/12		
Obtain cost to repair settlement	LL	8/10/12		
Wilkin Insulation				
LL to send paperwork for change order to D88	LL	8/7/12		
Determine resolution to RM 35 at ATHS	Wight	8/10/12		
Submit partial pay app for Wilkin.	LL	8/7/12		
Vortex				
Verify amounts owed to Vortex	LL	8/3/12		
Confirm that Vortex Solution is technically acceptable	Wight	8/2/12		
Confirm that plumbing trench is backfilled according to specification's	LL	7/31/12	7/31/12	Email to group
Verify warranty associated with Vortex solution	LL	8/3/12		
Obtain approximate cost of Vortex solution	LL	8/6/12		
Issue ASI to Vortex once Vortex	Wight	8/3/12		

DuPage 88 Action Plan/Responsibility Matrix

solution is approved				
Halt any expiatory work at plumbing trench				
Flo Tech				
No payment until issues resolved				Statement
Verify any outstanding issues to resolve	Wight	8/6/12		
Get insulation completed at WBHS	LL	8/10/12		
Rex Electric				
Set meeting date to review items in question at the respective schools	LL/Wight	8/3/12		Have date set
Lend Lease				
Submit contract reconciliation	LL	8/3/12		

Willowbrook Baseball Field Proposal**August 7, 2012**

Midland Proposal - includes work for the infield and sprinkler system -

Infield = \$12,500

Sprinkler System = \$14,500

HSS/Hard Surface Solutions Proposal - Option 2 (page 2) includes installation of red ash and drainage system -

Red Ash - \$13,900

Drainage System - \$8,800

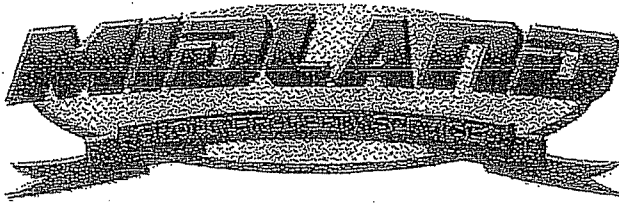
Fence Connection proposal - install new varsity baseball field backstop -

Item #1 - \$10,500

Grand Total = \$60,200*

*Cost will be reduced with a \$10,000 payment from the Lombard Lightning.

Sportsfields submitted a proposal of \$39,590. The scope of work includes renovation of the infield but does not include a new sprinkler system.



Midland Group Property Services, Inc.
 60 E. Hill Street
 Villa Park, IL 60181
 Office: (630) 993-2900
 Fax: (630) 993-1108
 dispatcher@midlandsnow.net

Robert Daly
 Athletic Director
 Willowbrook High School
 1250 S. Ardmore Avenue
 Villa Park, IL 60181
 (630) 530-3406
 rdaly@dupage88.net

Baseball Infield Renovation Estimate May 25, 2012

Job Site: Main Baseball Field
 SW Corner of Riordan and Ardmore
 Villa Park, IL

1. Proposal:

Following the verbal instructions of the customer, Midland Group Property Services will be the contractor for the above job site. All work will be done according to local and state codes and only new materials will be used for the job.

2. Scope of Work:

Preparation:

- Midland will cut and remove all of the sod from the infield area and from the infield running lines back to the foul fences along the first and third base running lanes.

Water Line Installation:

- Midland will excavate a trench from the water service valve south of the home plate area out to behind the pitcher's mound.
- Midland will prepare the trench with stone and then will install a 1.25" PVC water service line and fittings out to the pitcher's mound.
- Midland will install a jumbo sprinkler box with cover behind the pitcher's mound underground. This box will contain an outside spigot and will have room for a 25' foot hose which can be pulled out to spray the infield skin areas before a game.
- Midland will surround the water line with stone to stabilize and protect it, then will fill in the trench back up to ground level with dirt/compost in the sod areas of the trench and with clay/baseball dirt when the trench is under the infield skin areas.
- At the end of this project, the water spigot box's cover will be at perfect ground level in the dirt behind the pitcher's mound.

Grading Pre-Measurements:

- Midland will use a laser grading device to measure the infields current grading.
- Midland will use these measurements to properly build the pitcher's mound to the correct height and calculate the correct grading of the renovated infield.

Pitching Mound Installation:

- Midland will rebuild the pitcher's mound to a professional height and slope. This will be a circle 9 feet in diameter around the center of the pitcher's mound. The height of the mound will be 10" above home plate when the renovation is finished. The center of the pitcher's mound and the front of the pitcher's rubber will be 60'6" from the apex of home plate.
- Midland will use a combination of clay and baseball dirt for the bottom of the mound. Midland will use flexi-clay for the top of the mound. This is an extremely durable clay which will withstand the pitcher's foot movements during a game without eroding.

Building and Grading the Infield:

- Using the pitcher's mound as a reference point as the highest point on the baseball field, Midland will grade the rest of the infield to slope away from the mound at .5% (one-half) grade to allow for proper water runoff, while making it as flat as possible for the baseball players to run as on a flat surface.
- All sodded areas in the infield and outside the baselines to the fences will have topsoil and compost added to them to adjust for grade and for future sod installation further on in this job.
- All of the infield skin areas (running paths) will have a combination of clay and baseball dirt added to properly adjust for grade.
- The first and third running lanes will be dug out and re-laid with clay and baseball dirt to make sure no grass will grow in the lanes in the future.
- The infield skin areas will be rolled to flatten and harden them to make sure the areas last for a long time. More clay and baseball dirt will be added and then rolled to make sure they have a proper, solid base.
- Throughout the job, Midland will use a laser grading device to make sure the grading is correct.

Home Plate, Batter's Boxes, Catcher's Box, Bases, and Infield Skin Preparations:

- This work will be done during the grading of the infield, but we wanted to highlight it in this estimate.
- Midland will dig out and prepare the area underneath each base. Each base receiver will be properly set exactly 90 feet from the next base. Midland will make sure each area underneath a base is solid and level using clay and baseball dirt. Midland will then install each base receiver at the end of the job.
- Midland will prepare the circle around home plate. This will be a circle centered on the apex of home plate with a radius of 13 feet.
- On each side of home plate, Midland will prepare a batter's box according to professional specifications. Each will be a 4'x6' rectangle centered on home plate.
- Midland will prepare the catcher's box directly behind home plate. It will be a 4'x3' rectangle starting 43" behind the apex of home plate. The catcher and umpire area extends back 8' behind the apex of home plate, but only the catcher's area will be fortified with clay to make a solid foundation.
- For each box, Midland will dig out the current foundation and will install flexi-clay underneath each box. This will make sure each box will be flat, solid, and durable for a long period of time with minimal maintenance.

On-Deck Circles and Coach Boxes:

- Midland will prepare two on-deck circles according to professional specifications on each side of home plate. Each will be a circle with a diameter of 5'. Since the space is somewhat limited on each side, the placement of the on-deck circles will be agreed upon by Midland and Willowbrook. The ideal placement of each circle is 37 feet to the right and left of the home plate circle edges.
- Midland will prepare two coaching boxes directly behind first and third base according to professional specifications. The box will be 20'x10' and will be 6' behind the running paths.

Installing New Sod:

- Midland will cut out the edges of the infield skin areas to professional specifications. The outside of the infield skin starting the outfield will be an arc 95 feet from the center of the pitcher's mound. The inside and outside of the infield skin running lanes will be 3 feet inside and outside of the 90 foot running paths between the bases making them 6 feet in width. Each of the other infield skin areas was covered in the above sections.
- Midland will install new sod into the infield area and outside of the first and third base lines up to the fence. This does not include any of the infield skin areas as defined above.
- The customer is responsible for watering the new sod every day for 3 weeks to ensure it takes hold and grows properly.

Infield Top Dress Installation:

- Midland will install a top dress mixture onto the infield skin areas. This is a high quality mix which will provide a smooth running surface.

3: Project Cost:

Infield Renovation: \$ 12,500.00

5. General Conditions:

All specified materials or labor will be supplied by Midland.
The debris and spoil pile will be responsibility of the customer.

6. Permits and Approvals:

The customer will be responsible for the obtaining and cost of all local permits necessary for performing the specified work

7. Change Orders (Mid-Performance Amendments)

Midland Group Property Services and the customer recognize that:

- a. The contractor's original cost and time estimates may prove too low due to unforeseen events or to factors unknown to the contractor when the contract was made.
- b. The customer may desire a mid-job change in the specifications that would add time and cost to the specified work.
- c. Other provisions of the contract may be difficult to carry out because of unforeseen events, such as a materials shortage.

If these or other events beyond the control of the parties require adjustment of this contract, the parties will make a good faith attempt to agree on all necessary particulars. Such agreement shall be put into writing, signed by the parties, and added to this contract.

8. Liens and Waivers of Liens

Upon final payment to Midland, the customer shall be supplied with lien waivers, lien releases, or acknowledgement of full payment from Midland, each subcontractor, and each material provider.

9. Insurance:

Upon acceptance of this estimate as contract, Midland will provide proof of general liability and worker's compensation if requested.

10. Warranties:

All materials and labor will be guaranteed for a period of one year unless otherwise specified by the manufacturer of any product installed by Midland.

11. Dispute Resolution

If any disputes arise under the terms of this agreement, the parties agree to select a mutual agreeable neutral third party to help them mediate it.

12. Site Maintenance:

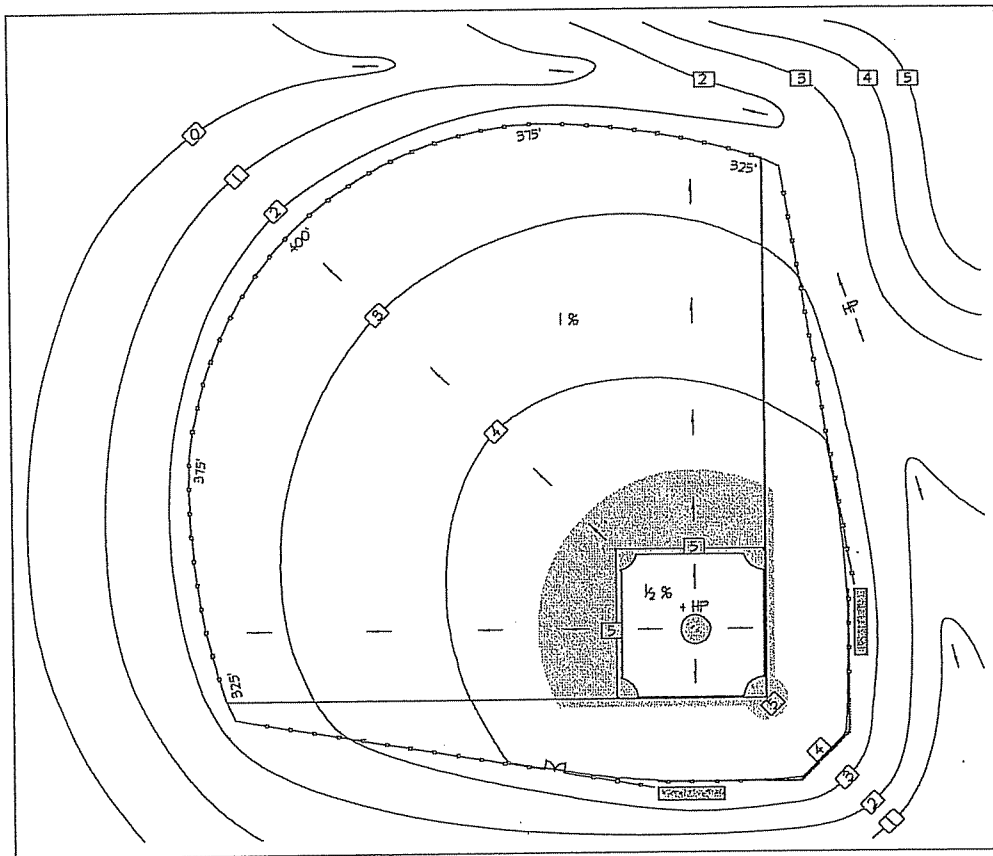
Midland Group Property Services and its subcontractors will perform all work in a professional manner. At the end of each day, the work area will be cleaned and all debris removed to the dumpster. At the completion of the job, all fixtures, equipment, floors, etc will be clean and ready for occupancy.

Customer: _____

Date: _____

Midland Group: _____

Date: _____



~~MIDLAND~~

~~and will run 30 feet down towards home plate. These dugouts will be the same size as the existing dugouts but will have 3 feet more width.~~

- ~~- Midland will install four (4) concrete footings along the front of each dugout and a concrete pad base along the rear and side walls of each dugout. Midland will also install the necessary concrete footings underneath the benches to secure them properly. The interior ground of each dugout will be a sand mixture similar to the infield.~~
- ~~- Midland will install four (4) 9 foot roof support poles along the front of the dugout.~~
- ~~- Midland will install cinder blocks along the rear and side walls and will build them up to a height of 8 feet.~~
- ~~- Midland will install a roof above each dugout sloping from the front poles to the back wall. The height inside of each dugout will be a minimum of 8 feet. The roof will be planking and not sheeting.~~
- ~~- Midland will re-install the existing benches back into each dugout securing them to the concrete footings.~~

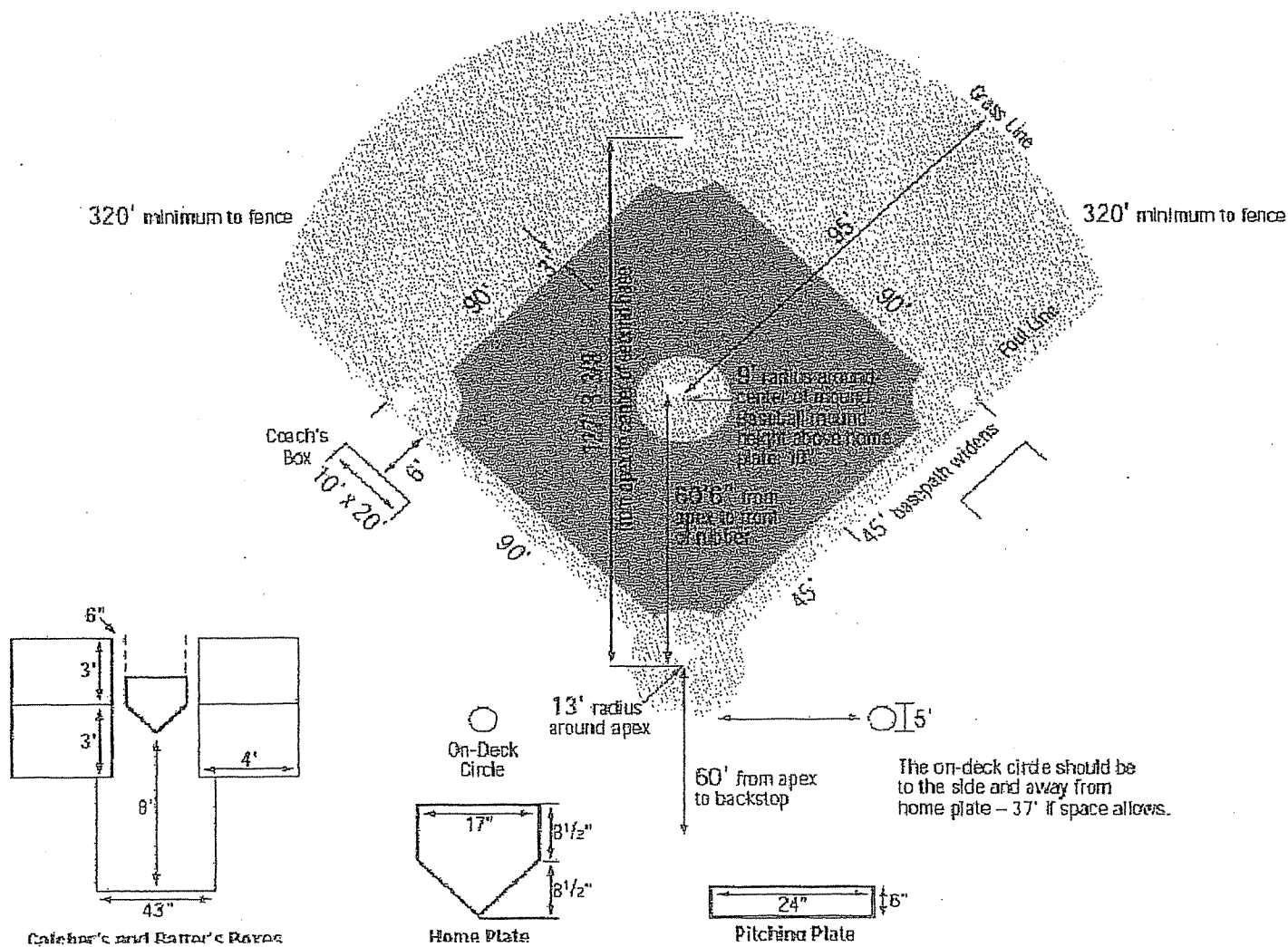
~~\$ 20,800.00~~

Sprinkler System Installation:

- Midland will install the new sprinkler system before the renovation of the baseball field from the first estimate. Midland will dig trenches from the water source behind the backstop and will follow the plan as shown on the attachment with this estimate.
- Once the sprinkler system has passed inspection, Midland will fill in each trench back up to ground level. All work on the infield will continue as defined on the first estimate.
- All outfield trenches will be filled back up to ground level. Midland will then plant grass seed along each of the dirt trenches to bring the outfield back to all grass.

\$ 14,500.00

90' Baseball Field



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[Advanced Search](#)[SIGN UP FOR TURFACE NEWS AND UPDATES](#)**Resources** (/educational-[resources/articles/educational-resources/resources?](#)[Brochures](#) (/educational-[Case Studies](#) (/educational-[Helpful Hints](#) (/educational-[How To's](#) (/educational-resources/resources?)[Press Releases](#) (/educational-[Spec and MSDS](#) (/educational-[Videos](#) (/educational-resources/resources?)**BASIC MOUND SPECIFICATIONS****90° Field**

- Height of Mound: 10" above home plate
- Distance from apex of home plate to front of pitching rubber: 60'6"

80° Field

- Height of Mound: 8" above home plate
- Distance from apex of home plate to front of pitching rubber: 54'

70° Field

- Height of Mound: 6" above home plate
- Distance from apex of home plate to front of pitching rubber: 48'

60° Field

- Height of Mound: 4" Mustang League; 6" Little League, above home plate
- Distance from apex of home plate to front of pitching rubber: 40'-46'

50° Field

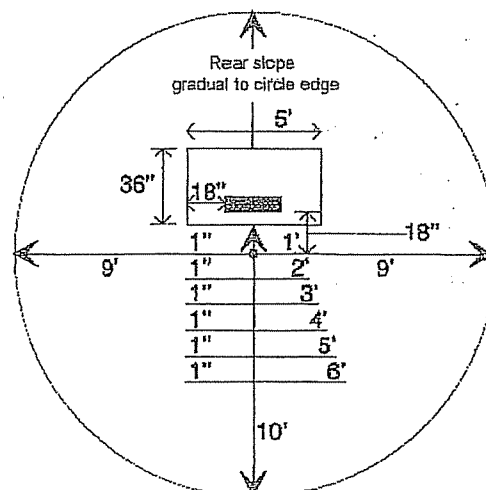
- Height of Mound: 4" above home plate
- Distance from apex of home plate to front of pitching rubber: 35'-38'

Proper Pitching Rubber Alignment

The front of the pitching rubber must be 60 feet 6 inches from the apex (point) of home plate and the top of the rubber should be 10 inches above home plate. Follow these simple steps to set up your pitching rubber:

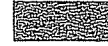
1. The pitching rubber is 24 inches long. Take a pencil and mark a line down the center.
2. Take a string from the apex of home plate and extend it to the second base peg.
3. Measure 60 feet 6 inches from the tip of home plate and sink a spike. This marks the front of the rubber.
4. Take a transit level and obtain a reading off home plate. The top of the pitching rubber must be 10 inches above home plate. Build or reduce height of the mound accordingly using Turface® Professional Mound Clay®. If a transit level is not available, drive a stake at the apex of home plate measuring 10 inches high. Run a tight string over the pitching rubber and hang string level. Adjust the rubber height until line is level.
5. Square the rubber into position by taking a measuring tape and measure from the front left corner of home plate to the front left corner of the pitching rubber. Do the same on the right side. When these two measurements equal 59 feet 1 inch, the rubber will be squared. Make sure that the rubber measures 12 inches on each side of the anchored spike.

HINT: If building a mound from scratch, it is a good idea to place a solid concrete block under the rubber to keep it from shifting.

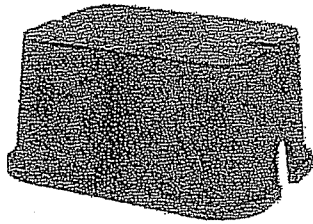


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sprinkler boxes



midlanddispatcher@gmail.com



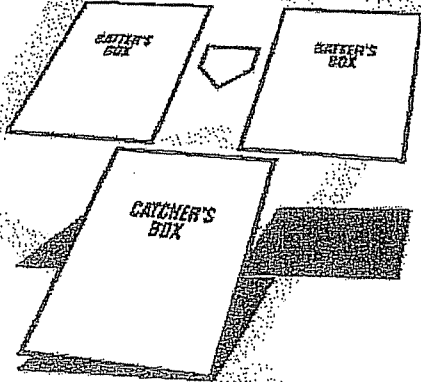
Midland Group Property Services

Villa Park, IL

(630) 993-2900



Use Diamond Pro® Mound/Home Plate Clay and Diamond Pro® Clay Bricks to Construct or Rebuild A Catcher's/ Batter's Box. Refer to the charts on page 3 of this printable guide for brick and clay requirements for completing the job.

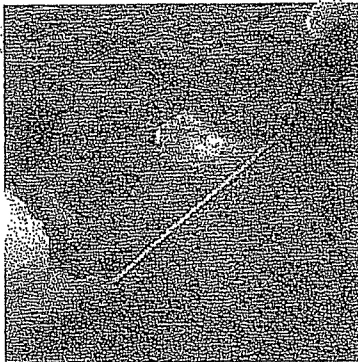


AVAILABILITY:

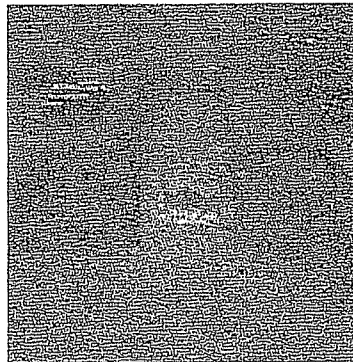
Diamond Pro® Mound / Home Plate Clay BRICKS:
300 bricks = 1 pallet

Diamond Pro® Mound / Home Plate Clay:
40 (50 lb.) bags = 1 pallet

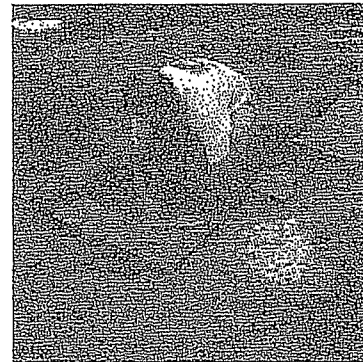
Specifications:
1 Bag = 4 sq. ft. x 1" deep



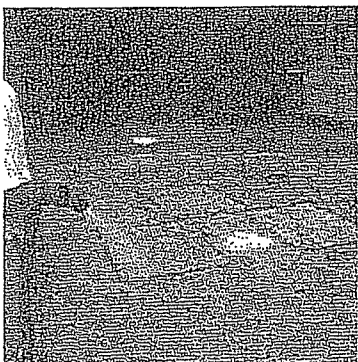
STEP 1: Carefully measure out the catcher's and batter's boxes using the recommended dimensions.



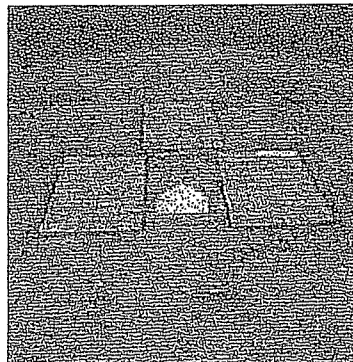
STEP 2: Cut out and remove all loose dirt from the high stress area surrounding the batter's box to a depth of 3".



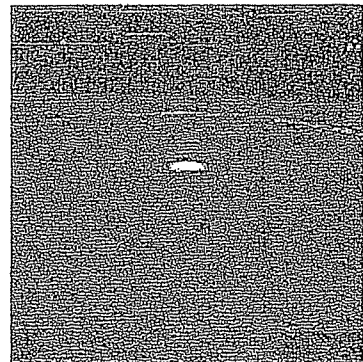
STEP 3: Place Diamond Pro® Mound / Home Plate Clay Bricks as evenly and close together as possible.



STEP 4: Once the bricks have been placed, water the cut area. Tamp the bricks into place.



STEP 5: Fill in the 1/2" remaining area with either the cut out loose material or with Diamond Pro® Mound / Home Plate Clay for the ideal surface.



STEP 6: Level and compact the new surface. Add Diamond Pro® Infield Conditioner to the finished area for a professional quality playing surface.



951 N. Ridge Avenue, Lombard, IL. 60148
 Phone: 630-916-8005 Fax: 630-916-8055

Tom Manka	Phone: 630-530-3996	Date: June 22, 2012
District 88	Job Name: Willowbrook High School Baseball Field Renovations	
2 Friendship Plaza	Job Location: 1250 S Ardmore Ave., Villa Park IL	
Addison IL 60101	Fax: 630-832-0198	

We hereby submit specifications and estimates for:

Tom,

Here is a budget proposal to address the drainage issues at the baseball field and installation of our "red ash" product.

Option 1- With dugouts moved to locations discussed on site

Installation of red ash product We will remove off the top sections of turf and/or screenings to accommodate installation of up to 4" of red ash. Compact materials and includes haul off of debris. Approx. 3,200SF	\$23,500.00
Installation of drainage system and re-grading of turf area We will re-grade the turf area to the rear of the press box to accommodate appropriate pitch for new drainage system. We will use the combination of 4" and 6" corrugated pipes connected to trench drains (speedy catch basin or fiberglass trench drain). Trench drains will be placed in designated locations in front of dugouts and run to area discussed for depositing water. This solution will help significantly with the water build up currently affecting the area.	\$8,800.00

Option 2- With dugouts staying in current locations

Installation of red ash product We will remove off the top screenings to accommodate installation of up to 4" of red ash. Compact materials and includes haul off of debris. Approx. 1,725SF	\$13,900.00
Installation of drainage system and re-grading of turf area We will re-grade the turf area to the rear of the press box to accommodate appropriate pitch for new drainage system. We will use the combination of 4" and 6" corrugated pipes connected to trench drains (speedy catch basin or fiberglass trench drain). Trench drains will be placed in designated locations in front of dugouts and run to area discussed for depositing water. This solution will help significantly with the water build up currently affecting the area.	\$8,800.00

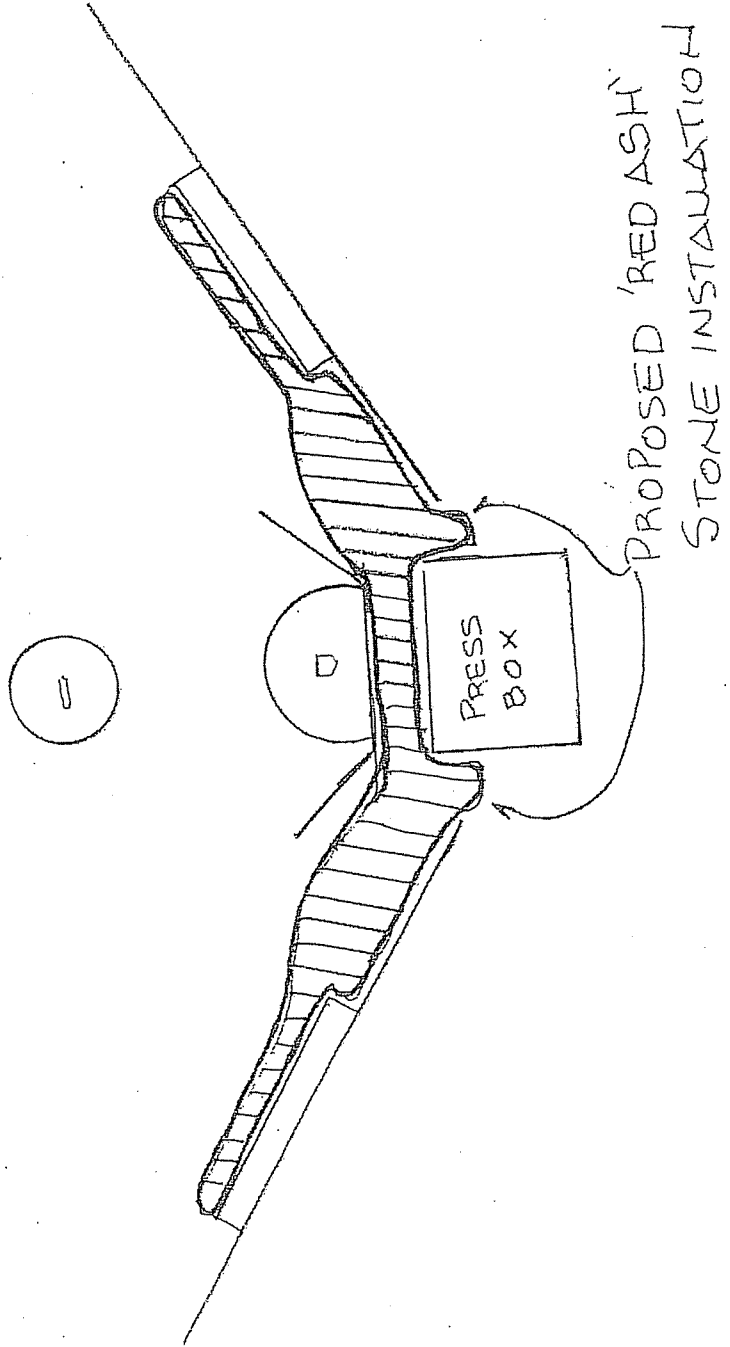
Please do not hesitate to call me with any questions. My phone number is: 630-501-8033

Sincerely,

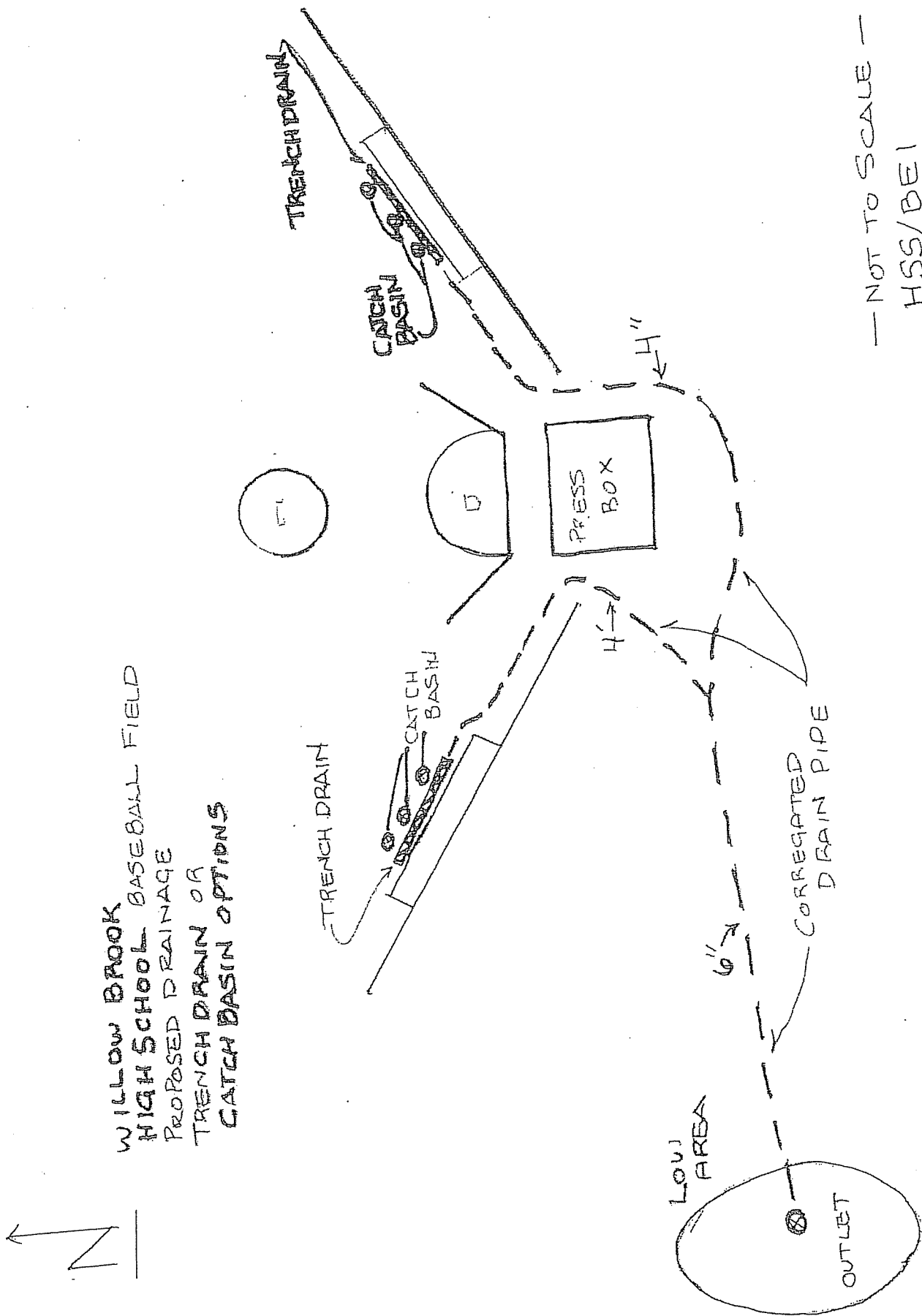
Jonathan Howe
Project Manager

\$22,700

WILLOW BROOK
HIGH SCHOOL BASEBALL



— NOT TO SCALE —
HSS/BEI



Fence Connection Inc.

970 Villa St.

Elgin, IL 60120

(847)622-8860

Fax (847)622-0479

www.fenceconnectioninc.com

~Proposal~

TO: School Dist. 88
Willow Brook High School

Phone: 630-530-3996

Fax :

E-Mail: tmanko@88dupage.net

Attn: Tom Manko

REF:

DATE: July 13, 2012

Scope of Work

We propose to install, per plans and specs, remove the existing backstops and replace with new as follows:

1. Varsity Baseball Field , 20x20x20, 16' high all Black system with 6' overhang. 4" Schedule 40 Vinyl post. Kick rail to be 3' above grade. 1 5/8 schedule 40 vinyl coated pipe.

Total \$10,500.00

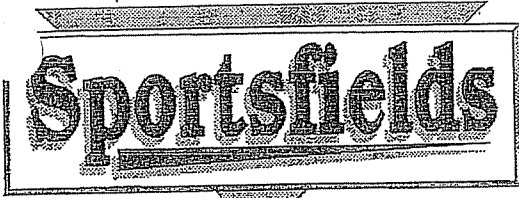
MBE/Union Certified

THIS PROPOSAL IS VALID FOR THIRTY DAYS ONLY

Exclusions: Unless listed in the scope of work above. Construction fence/clearing fence lines/concrete, other than post footing/grounding/attachments to fence, wind screens, slats, etc./cost of subrogation/layouts, other than from preset stakes/underground obstructions/mow strips/ running electrical lines or electrical work of any kind. We are not responsible for any underground utilities, property lines, scrubs, flowers, trees or water sprinkler systems. CALL ME IF YOU NEED ANY OF THE ITENS LISTED IN EXCLUSIONS. We are fully bondable and insured.

Name: Juan Escobar

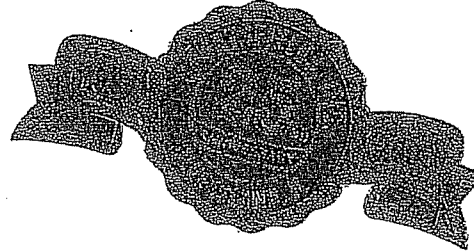
Commercial Estimator/Project Manager



P.O. BOX 615 • BLUE ISLAND, IL 60406 • 708-371-0917 • FAX 708-371-0108

February 16, 2012

Willowbrook High School
 Attn: Bob Daly
 RE : Proposal, summer 2012
 Varsity Baseball Infield



Bob,

Pursuant to our meeting and conversations at the field on Weds. Feb 8, Sportsfields, Inc. submits this proposal for your review. We can fine tune the details if/when the time is right, but to get the ball rolling I hope this will help.

1. Sportsfields, Inc. to pay the prevailing wage rate per the current IL. Dept. of Labor rates and provide the certified payroll report,
2. Sportsfields, Inc. to layout the new locations of the infield, shifting the plate out app. 10-15 ft. Willowbrook HS to approve all once the infield is laid out,
3. Willowbrook HS to mow the turf as tight as possible and ideally spray with a Round Up application 1-14 prior to the commencement of the project to eliminate all weeds, unwanted grasses and the exiting turf,
4. Willowbrook to mark and identify all irrigation heads,
5. Sportsfields, Inc. to till all turf areas with our RodaDarion,
6. Sportsfields, Inc. to construct a new pitchers' mound including the DuraBrick © and a new Bolco 450-C1 four way rubber installed at 60"6",
7. Sportsfields, Inc. to construct a new batters' circle including the DuraBrick and a new Bolco 300-AS home plate,
8. Sportsfields, Inc. to edge existing infield to remove lips and establish a uniform radius,
9. Sportsfields, Inc. to add infield mix as needed and amend the skin portion of the infield with (4) tons of DuraPlay © soil conditioner,
10. Sportsfields, Inc. to redefine the warning track within the infield at app. 10ft. and add limestone screenings as needed,
11. Sportsfields, Inc. to add root zone materials as needed to all areas to be sodded (includes baselines), till and incorporate,
12. Sportsfields, Inc. to fine grade complete infield to match grades on site,
13. Willowbrook HS to install a quick coupler behind the pitchers' mound and adjust irrigation heads as needed,
14. Sportsfields, Inc. to prepare site for sodding,
15. Sportsfields, Inc. to install big roll sod,
16. Willowbrook HS will be responsible for watering, mowing, etc.,
17. Sportsfields, Inc. will follow up 6-8- weeks after sod installation to apply a follow up fertilizer application and to roll the infield,
18. Sportsfields, Inc. to install new CH Hollywood base anchors/plugs at 90ft. and provide a set of Bolco ML6200 bases,

Cost.....\$39,590.00

Page two of two
February 16, 2012
Willowbrook HS
Varsity Baseball Field

EXCLUSIONS

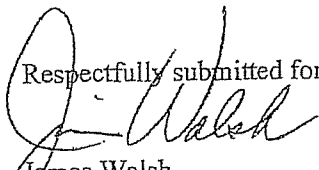
- A. No costs are included to haul/dump scrap or materials off site. There should be no need unless we find something unexpected,
- B. No cost for any irrigation work,
- C. No cost for any mowing, watering, etc.
- D. No cost included for engineering, drainage, etc.
- E. No cost for bullpens,

Scheduling of the project to be coordinated with your office and/or designated reps. from Willowbrook HS or School District. Sodding will also be coordinated as well and weather will always be a factor in the summer.

Please note I have included the prevailing wages for the IDOL rates.

Please review the scope of work to be certain I covered everything from your end.

Respectfully submitted for your review,



James Walsh

A/C UNIT REPLACEMENT AT DISTRICT OFFICE

The District obtained 3 proposals to furnish and install a new roof top unit at the District Office. The cost of each proposal is as follows:

- **Oak Brook Mechanical Services - \$31,000**
- Emcor Services - \$31,420
- Monaco Mechanical – \$44,305

All 3 proposals include remove, install, replace with a Carrier 25-ton unit. The District has done business with each contractor in the past for various work and has been satisfied. Therefore it is recommended to accept the proposal from Oak Brook Mechanical that submitted the lowest proposal of \$31,000. This cost has been budgeted in the FY13 tentative budget and would be paid from the O&M fund.



961 S. Route 83 * Elmhurst, IL 60126-4993
Phone 630-941-3555 * Fax 630-941-0294

July 24, 2012

Dupage SD. 88
2 Friendship Plaza
Addison, IL

Attention: Thomas Manka
Regarding: Rooftop replacement

Dear Mr. Manka:

Oak Brook Mechanical Services, Inc. is pleased to present our proposal for the replacement of the 25 ton rooftop at the district headquarters. Our proposal is based on our conversation and site visit. The cost for our work is \$ 31,000.00. We will do the following:

- Reclaim and remove existing rooftop unit
- Disconnect power, control, gas and ductwork as necessary
- Furnish and install 2 steel rails to span the existing curb. The new unit is 5" smaller in width and 13" in length. We would use the steel to avoid being in a weak spot on the existing curb.
- Furnish and install new unit
- Reconnect power, gas, control wires and ductwork
- Startup unit and one year warranty on OMS work
- Hoisting from the front entrance
- Provide new isolators

TOTAL FOR ABOVE: \$ 31,000.00

We do not include:

Bonds, permits or fees, insulation, painting, drawings, pre
Structural steel beyond what is written above, balancing

Thank you for the opportunity to present this proposal. Pl

Very truly yours,
John Sullivan
Project Manager
Oak Brook Mechanical Services, Inc.

Cell #
630-913-4249

TOM MANKA - warranty

From: "John Sullivan" <JohnS@omshvac.com>
To: <tmanka@dupage88.net>
Date: 7/24/2012 2:54 PM
Subject: warranty

Tom,

Warranty clarified. 10 year on heat exchanger, 5 year on compressor all other parts are 1 year. This PARTS ONLY.

Thanks,

John Sullivan

Project Manager

Oak Brook Mechanical Services, Inc.

Phone 630-941-3555

Fax 630-941-0294



431 Lexington
Buffalo Grove, IL
Phone: 847.229.7600
Fax 847.229.7699

July 19-2012

DuPage School district
2 Friendship Plaza
Addison IL 60101

Attention: Mr.Mark

Re: Rooftop Unit Replacement

Thank you for the opportunity to submit this proposal to furnish labor, material, and equipment to remove the existing Carrier rooftop unit, and install one new 25 ton Carrier rooftop unit and economizer.

We will include the following:

- Recover Refrigerant from existing Carrier 25 ton Roof Top unit.
- Disconnect the duct work, power and control wiring and the gas line than remove existing Carrier Roof Top unit.
- Install the new Carrier 25 ton Roof Top Unit.
- Modify and reconnect ductwork for the return and supply duct .
- Reconnect to existing electric power wiring and control wiring.
- Reconnect Gas Line.
- Furnish and install economizer.
- Start up and verify proper operation.
- This quote does not include city of Addison permits.

We will furnish and install, in a workmanlike manner, all materials and equipment described, for price of\$ 31,420.00

All work to be performed by competent workmen during normal working hours on regular working days. We are fully covered by Workmen's Compensation as well as public liability and property damage insurance.

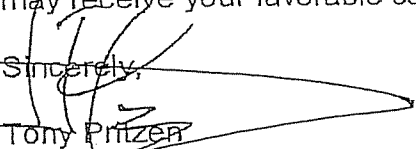


EMCOR Services
Team Mechanical

431 Lexington
Buffalo Grove, IL
Phone: 847.229.7600
Fax 847.229.7699

We thank you for the opportunity of submitting this proposal and trust that we may receive your favorable consideration.

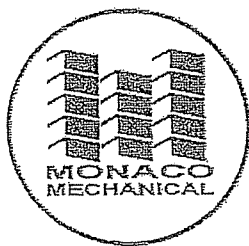
Sincerely,


Tony Pritzer

EMCOR Services Team Mechanical
Phone: 847.229.7621

GENERAL TERMS AND CONDITIONS FOR PROJECTS

1. **Time Limits.** The terms of this Proposal shall be valid only if accepted within one month from the date of this Proposal. This Proposal shall become the Agreement upon Buyer's acceptance. Acceptance includes Buyer's oral or written authorization for Seller to begin the Work. Seller reserves the right to modify this proposal after 30 days from the Proposal date if not accepted.
2. **Work.** The Work is defined as the supplying of equipment and material and providing labor as described in the attached Proposal.
3. **Invoice.** Full payment of invoice amount is due and payable by Buyer to Seller within 30 days after the date of invoice. Seller may invoice for equipment procured and not yet installed. All shipments are F.O.B. Seller's warehouse unless otherwise specified. Interest of 1½% per month will be added to all amounts not paid within 30 days after date of the invoice.
4. **Default.** The occurrence of any of the following without prior written consent of Seller shall constitute an event of default by the Buyer: a) failure by Buyer to make payment due to Seller within 30 days after date of invoice; b) Buyer's filing of a voluntary petition or having an involuntary petition filed against Buyer for any bankruptcy insolvency proceedings; c) Buyer's refusal to sign a change order for a change in the Work as defined herein; d) Buyer's refusal to remove asbestos or other hazardous material required by the Work; e) Buyer's failure to pay a termination fee as defined herein; or f) any other breach of the terms and conditions of this Agreement or Seller's enforcement of the terms of this Agreement including but not limited to fees incurred from settlement discussions, inspections, fact gathering, arbitration proceedings, and litigation proceedings.
5. **Remedies.** Upon the occurrence of an event of a default or at any time thereafter, Seller may, without waiving its rights to assert any other legal or equitable remedies refuse to furnish service to Buyer, including, but not limited to, any warranty service, terminate this Agreement by 7 calendar days written notice to Buyer, and/or pursue all legal or equitable remedies included a filing of an arbitration demand, mechanic's lien claim, or foreclosure of mechanic's lien lawsuit. The failure of Seller to exercise any or all of these rights does not waive in any way Seller's available legal or equitable remedies at any time.
6. **Product Design.** Seller does not assume responsibility for nor warrant the performance or accuracy of Buyer's furnished design, design criteria, or specifications.
7. **Overtime.** An overtime premium shall be charged to Buyer when Buyer requests Seller to perform Work outside of normal working days and normal working hours as determined by Seller. The overtime premium shall be at prevailing rates as determined by Seller.
8. **Change in Work.** Buyer shall reimburse Seller for the reasonable value for all Work performed due to changes to the Work, as determined by Seller, including but not limited to: a) a change in scope of the Work by Buyer; b) an interpretation of the drawings or specification by the Buyer, its architect or engineer which changes the Work as previously understood by Seller; c) an order to stop Work where Seller is not at fault; d) Buyer's suspension of this Agreement; e) labor rate changes incurred by the Seller; f) site conditions which differ from those represented by Buyer either orally or in writing or those reasonably anticipated to be on the site; g) errors or omissions in any document submitted by Buyer to Seller which Seller has relied upon; h) delays or disruptions caused by Buyer, its contractors or agents; i) any other reasonable grounds.
9. **Inspection.** Buyer waives his right to reject equipment after shipment to Seller. Buyer's inspection of equipment must occur prior to shipment from Seller's supplies.
10. **Termination.** Seller or buyer may terminate this Agreement for any reason upon 7 days written notice to the other party. Buyer and Seller agree that Seller would incur expenses from termination by Buyer or by Seller cause and agree to liquidate them as follows: Seller shall be entitled to a 10% termination fee of the total price of all Work including all changes to the Work. This termination fee is in addition to all monies due and owing to the Seller for Work performed to the date of termination and all other legal and equitable remedies resulting from Buyer's termination or any breach of this Agreement. Buyer shall not be entitled to compensatory, consequential or incidental damages or any compensation for Seller's termination.
11. **Warranty.** THE IMPLIED WARRANTIES OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE, ALL OTHER IMPLIED WARRANTIES, AND ANY LIABILITY NOT BASED UPON CONTRACT ARE HEREBY DISCLAIMED AND EXCLUDED BY THIS AGREEMENT. Seller makes no express warranties except those made in this paragraph, which shall limit, and be the sole ground of, any warranty claim asserted against Seller. This warranty shall be for a twelve (12) months period and shall begin at the time of Seller's substantial completion of the Work or Buyer's use of any portion of the Work, whichever is sooner, or from the date of shipment if Seller only furnishes the equipment. Seller warrants for the period described herein that the equipment will be free of defects and that Seller's installation shall be performed in a good and workmanlike manner. Normal maintenance is excluded from this warranty. Such maintenance items include but are not limited to: replacement of filters, condenser cleaning, lubrication, and calibration. This warranty shall not apply to any equipment or components thereof, which have been subject to abnormal use, negligence, accident of any magnitude or events beyond Seller's control. Seller's obligation under this warranty or any other provision of this Agreement shall be limited solely to the replacement of defective or nonconforming materials, and in no event shall Seller's liability exceed the amount of this Agreement. UNDER NO CIRCUMSTANCES SHALL SELLER BE LIABLE FOR LOST PROFITS, DAMAGES FOR DELAY OR ACTUAL, SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES SUFFERED BY BUYER.
12. **Modifications To System.** The Buyer shall modify, repair or alter Seller's Work at Buyer's own risk. Buyer shall not charge Seller or withhold payment to Seller for any such modification, repair or alteration, and the Seller shall not be responsible for time delays resulting from such modifications, repairs or alterations.
13. **Taxes.** The price in this Agreement includes all current federal, state and local excises, levies or taxes as of the proposal date unless otherwise specified. Future taxes are not included in this Agreement and may be charged to Buyer by Seller upon imposition of such future excise, levy or tax.
14. **Sworn Statement.** THE LAW REQUIRES THAT THE CONTRACTOR SHALL SUBMIT A SWORN STATEMENT OF PERSONS FURNISHING MATERIALS AND LABOR BEFORE ANY PAYMENTS ARE REQUIRED TO BE MADE TO THE CONTRACTOR.
15. **Arbitration.** Any claim or controversy arising out of or related to this Agreement or the breach thereof, except for mechanic's lien claims, shall be settled by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator or arbitrators may be entered in any court having competent jurisdiction. Such claims or controversies shall be subject to arbitration upon written demand by either party. Arbitration shall not be commenced later than the applicable status of limitations. Claims in excess of \$50,000.00 shall not be subject to arbitration upon Seller's discretion only and may, at Seller's sole option, be asserted in a court of law having competent jurisdiction.
16. **Hazardous Materials.** In the event Seller encounters on the site material reasonably believed to be hazardous, including but not limited to asbestos or polychlorinated biphenyl (PCB), which has not been rendered harmless, Seller shall immediately stop Work and report the condition to Buyer. The Work shall not be resumed until Buyer has removed the material or rendered it harmless and complied with all governmental requirements. Buyer shall deliver to Seller all pertinent material safety data sheets pursuant with OSHA's hazard communications standard regulations.
17. **Miscellaneous.** This Agreement contains the entire understanding of Buyer and Seller and supersedes all prior negotiations, agreements and proposals. This Agreement shall be governed by the laws of the State of Illinois and any arbitration or litigation which may result from an alleged breach of this Agreement shall take place in Cook County, Illinois; provided, however, mechanic's lien foreclosure actions shall take place in the county where the site is located. A modification, amendment, release or deliver of any provision of this Agreement shall be effective only if made in writing and signed by the party to be bound thereby; except for changes to the Work. The terms in this Agreement shall supersede any terms and conditions of any other document which may apply to the transaction between Buyer and Seller. Any term of this Agreement found to be unenforceable shall not invalidate the remainder of this Agreement. The person signing this Agreement on behalf of Buyer represents that s/he has the authority to enter into this Agreement and can bind the Buyer.



1971 University Lane > Lisle, IL 60532
 Ph: 630.810.8900 > Fx: 630.810.8914
 Web: www.MonacoMechanical.com

June 22, 2012

Tom Manka
 Addison Trail School District
 213 N Lombard Rd
 Addison, IL 60101

RE: DUPAGE HIGH SCHOOL DISTRICT 88 OFFICE
REPLACE RTU

Mr. Manka:

We are pleased to provide our Service Proposal for the work at District Office, 2 Friendship Plaza, Addison, IL. Our scope of work is based on our site visit and inspection and is inclusive of the following items:

- Reclaim Freon and Dispose of Per EPA Requirements
- Disconnect Existing Power and Controls
- Disconnect Existing Ductwork
- Remove Unit from Roof
- Provide and Install one New Carrier 48TCFD28 RTU
- Reconnect Existing Ductwork to New Unit
- Perform a Complete Startup of Unit

Total Proposed Amount

\$44,305.00

Pricing valid for Thirty (30) days from this date.

Items Specifically Excluded:

- Permits, Bonds, and Fees
- Premium Time
- Roofing
- Replacement of Existing Ductwork

We have appreciated the opportunity to provide you our Service Proposal. Should there be any questions or further information required, please do not hesitate to contact our office.

Sincerely,
 Monaco Mechanical Service, Inc.

Kevin J Collins

Kevin J. Collins
 Vice President

Acceptance:	
Signature	Date
Printed Name	Title

EMERGENCY CHECK LIST

75

DING:

ADDISON TRAIL/WILLOWBROOK/DISTRICT OFFICE

STORM DATE:

PERSON RECORDING:

- _____ Electrical Systems/Lighting - ComEd*
- _____ Gas systems - Nicor
- _____ Fire alarm
- _____ Generator running
- _____ BAS system operational
- _____ Server room HVAC unit
- _____ Boilers operational
- _____ Phone system operational
- _____ All HVAC equipment
- _____ All windows
- _____ All roofs for damage

- ☐ All soffits on building & stadiums
- ☐ Down trees & bushes
- ☐ Check all fences & fence lines
- ☐ All sump pumps & pits
- ☐ Parking lots flooded
- ☐ All parking lot standards & operation
- ☐ Stadium fields & lower level
- ☐ Stadium buildings & scoreboard
- ☐ Sport equipment, cages, nets, etc.
- ☐ Water/flooded areas
- ☐ Greenhouse

*ComEd account manager: Margie Logan: 224-325-9129

NiCor Gas	630-385-3136	Gas Supply
Intelligent System	630-227-0000	Fire system
Police/Fire	911	Emergency
ALC	630-852-1700	BAS system

Spannuth Boiler	708-386-1882 Boilers
Schneider Electric	847-441-2526 Generator
Village of Addison	630-543-4100
Village of Villa Park	630-834-8505

CLIC Property/Liability/Auto Claims Report: 847-273-3883, Chriss Spala, Mgr.
CLIC Hotline After Hours & Weekends: 847-273-3880 or 866-889-8486

When all checks have been completed, notify the Director of Buildings & Grounds, building administration & District administration.

COMMENTS/DAMAGE DESCRIPTION:

FOIA REQUEST

On August 10, 2012 DuPage High School District 88 received a request from John Toth for the following information through the Freedom of Information Act (FOIA):

- Copies of all legal services engagement agreements between the district and its outside legal counsel for any lawyer or firm performing services for the district in the past 12 months.

This FIOA is for private use.

The information was sent PDF form via email to Mr. John Toth on August 15, 2012.

Classification Study

District 88 is finalizing plans to conduct a classification study of approximately 31 clerical job classifications during the Fall, 2012. The Study will incorporate "essential functions" and "competency" based job analysis, exploration of current workload and staffing structures of the district, evaluation of the various workload factors unique to each job classification / location, a comprehensive study of classification needs, findings and specific recommendations.

District 88's goal is to determine if the current positions that are classified together are valid and appropriate.

Background: Over a decade has passed since an evaluation of the positions has been done. Administration acknowledges that the responsibilities of many positions has evolved and changed. There have been many individual requests to re-classify their positions by current staff members.

- In order to evaluate the classifications of the positions, job descriptions need to be updated to reflect accurate, current responsibilities. There is no need to review outdated job descriptions if administration and employees both acknowledge that the position has evolved.
- Employees will have an opportunity to describe their responsibilities to a third party. The utilization of the third party will allow employees to feel comfortable sharing without any fear of repercussions.
- Supervisors will have an opportunity to validate the responsibilities shared by employees.
- Most positions will still be classified together. This study will identify the outliers that need to be re-classified.

Our company of choice is Educational Management Solutions (EMS). The administration's decision was based on interviews conducted last spring and references conducted this summer. The references have checked out very favorable. EMS has worked in Naperville and other out-of-state school districts.

Settlement Agreement with SEIU Local 73

It is recommended that the grievance settlement agreement with SEIU Local 73 discussed in closed session be approved as presented.