

Finance Committee Meeting

AGENDA

1. Call to Order _____ (time)
2. Members Present _____
Members Absent _____
3. Approval of the Minutes of the February 8, 2018, Finance Committee Meeting
 - Recommended Motion – that the Finance Committee approve the minutes of the February 8, 2018 Finance Committee meeting

A _____
N _____
Abstain _____
Absent _____

4. Comments from Visitors Regarding Finance or Agenda Items

An individual or individual from a delegation may be heard on any matter at the Board meeting, providing such person (1) is recognized by the President; (2) states their name, address and topic; and (3) comments as briefly as the subject permits (Policy 2:230).

Visitors please note: If you wish to address the board this evening, please sign the log indicating your name, address and topic of comments. You will be called to address the Board in the order your name appears on the sign-in log. When you are called, please be seated at the front table and speak directly into the microphone. Please limit your comments to five (5) minutes so that others will have an equal opportunity to speak. If you have comments that are the same as others, please select a spokesperson for your group. Thank you.

5. Finance

- State Payment Update
- Property Tax Collections Update
- Pension Cost Shift Proposal
- IASB School Safety Procedures
- Preventative Initiative (PI) Grant
- List of Bills (if available)
- Township Treasurer's Report (if applicable)
- Other

6. Human Resources

- Memorandum of Understanding – National Board Certification
- Teacher/Support Staff Releases

7. Technology

- Canon Copiers

8. Buildings and Grounds

- Harnew Chiller Bids
- Columbus Manor – LED Lighting for Gymnasium

9. Closed Session (if needed) Personnel, Contracts, Litigation

- Recommended Motion - that the Board enter into Closed Session to discuss:
 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5ILCS 120/2 (c) (1)
 - Litigation when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal or when the public body finds that such an action is probable or imminent. 5ILCS 120/2(c) (11)

A _____

N _____

Abstain _____

Absent _____

9. Adjournment _____ (time)

A _____

N _____

Abstain _____

Absent _____

Ridgeland School District 122

6500 West 95th Street, Oak Lawn, IL 60453
Phone 708-599-5550 Fax 708-599-5626
www.ridgeland122.com

Meeting Minutes

Finance Committee Meeting

Date: February 8, 2018

Time: 6:30 PM

Place: Administrative Center Board Room

Challenge! Care! Success!

Present: Pat Pulver, Steve Nicefero, Doug Ogarek

Agenda Item	Notes
Call to Order	6:31pm
Approval of January 11, 2018 Minutes	Motion by Member Pulver and Seconded by Member Nicefero - 2 Ayes; 0 Nays; 0 Abstention; 1 Absent
Finance	
• State Payment Update	The state owes the district \$494,395 for FY18 vouched as far back as August 2017.
• Property Tax Collections Update	Property tax collections for 2016 levy total \$21,859,620 representing 98.7% collected. Property tax collections for 2017 is expected to begin now with first installment due March 1st. Franzcek continues to investigate tax refunds and the viability of intervention.
• Consumer Price Index (CPI)	Annual 2017 CPI was 2.1%
• Supplemental Tax Levy	The board will be asked to approve a supplemental tax levy for 2017. The DSEB was not sufficient to cover the entire debt service of the 2013 bonds. With the increase of DSEB each year by CPI, the board is able to increase the tax levy for the debt service fund.
• Health Insurance - Preliminary Renewal Rates	HMO 1.3% increase; PPO 1.0% increase; Dental 0.3% increase.
• Student Fees for the 2018-2019 School Year	No changes to student fees for SY18-19
• List of Bills (if available)	Will be provided in board packet for board meeting

• Township Treasurer's Report (if available)	Will be provided in board packet for board meeting
• Other	None
Human Resources	None
Technology	
• Agreement with Comcast for Ethernet Dedicated Internet and (EDI) and Ethernet Network Services (ENS)	Agreement with Comcast for internet service will be presented at next week's BOE meeting. Monthly recurring charges will be \$4,910. Down from \$7,367.
• Technology Conference	District Tech Coordinator will participate in tech conference in Wisconsin.
Buildings and Grounds	None
Closed Session (if needed)	
• Personnel, Contracts, Litigation	None
Public Comments	None
Adjournment	Motion by Member Pulver and Seconded by Member Nicefero - 2 Ayes; 0 Nays; 0 Abstention; 1 Absent 6.55pm

ILLINOIS BOARD OF EDUCATION
VOUCHERS AWAITING PROCESSING BY COMPTROLLER
 (General Revenue Fund 001 Only as of 3/6/2018)

RCDT: 07016122002		Fiscal Year :	2018
Recipient: WORTH TOWNSHIP SCHOOL TREASU			
Program Name	Voucher Number	Voucher Date	Amount
3100 - Special Ed. - Private Facility Tuition	00041237	12/27/2017	58,743.38
		Sub Total :	\$58,743.38
3360 - State Free Lunch & Breakfast	00006093	09/12/2017	191.29
	00015851	10/03/2017	791.80
	00027114	11/07/2017	865.23
	00034120	12/05/2017	854.31
	00046359	01/09/2018	653.23
	00056775	02/06/2018	741.53
		Sub Total :	\$4,097.39
3500 - Transportation - Regular and Vocational	00042329	12/27/2017	1,903.37
3510 - Transportation - Special Education	00043180	12/27/2017	176,689.88
3705 - Early Childhood - Block Grant	00060354	02/14/2018	51,500.00
	00060356	02/14/2018	51,500.00
	00060358	02/14/2018	51,500.00
	00060362	02/14/2018	51,500.00
	00063726	03/01/2018	51,500.00
		Sub Total :	\$257,500.00
		GRAND TOTAL :	\$498,934.02

Office of the Cook County Treasurer
Agency Collection Distribution Report
Tax Year 2016
Through 2/28/2018

3/6/2018

SCHOOL DISTRICT 122
Agency # 04-0770-000

	Real Estate Collections	Real Estate Refunds	RailRoad Collections	RailRoad Refunds	Total
Taxes Extended	22,130,077.17		14,139.60		22,144,216.77
Gross Taxes Distributed	21,887,777.33		14,139.60		21,901,916.93
General Refunds		(90,696.92)		0.00	(90,696.92)
Illegal Rate Refunds		0.00		0.00	0.00
SP/PTAB Refunds		0.00		0.00	0.00
Total Refunds Recouped		(90,696.92)		0.00	
Net Collections Distributed					21,811,220.01
TIF Rebates					0.00
Interest Earnings					2,755.61

Office of the Cook County Treasurer
Agency Collection Distribution Report
Tax Year 2017
Through 2/28/2018

3/6/2018

SCHOOL DISTRICT 122
Agency # 04-0770-000

	Real Estate Collections	Real Estate Refunds	RailRoad Collections	RailRoad Refunds	Total
Taxes Extended	0.00		0.00		0.00
Gross Taxes Distributed	2,754,973.27		0.00		2,754,973.27
General Refunds		0.00		0.00	0.00
Illegal Rate Refunds		0.00		0.00	0.00
SP/PTAB Refunds		0.00		0.00	0.00
Total Refunds Recouped		0.00		0.00	
Net Collections Distributed					2,754,973.27
TIF Rebates					0.00
Interest Earnings					43.20

Ridgeland School District 122

Pension Cost Shift Estimate - February 14, 2018 Proposal

		FY2013-14	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21	FY2021-22
Actual Earnings	TRS Earnings *	\$10,665,886	\$11,128,487	\$11,673,202	\$11,656,798	\$12,123,070	\$12,486,762	\$12,861,365	\$13,247,206	\$13,644,622
	Y/Y % Change		4.34%	4.89%	-0.14%	4.00%	3.00%	3.00%	3.00%	3.00%
TRS Rates	Employer Rate	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%
	Normal Cost **	7.89%	8.02%	9.36%	8.27%	10.10%	9.85%	9.85%	9.85%	9.85%
Proposed Normal Cost Responsibility Shift	District Responsibility	0%	0%	0%	0%	0%	25%	50%	75%	100%
	State Responsibility	100%	100%	100%	100%	100%	75%	50%	25%	0%
	District Normal Cost %	0.00%	0.00%	0.00%	0.00%	0.00%	2.46%	4.93%	7.39%	9.85%
	State Normal Cost %	7.89%	8.02%	9.36%	8.27%	10.10%	7.39%	4.93%	2.46%	0.00%
	District Cost	\$0	\$0	\$0	\$0	\$0	\$307,487	\$633,422	\$978,637	\$1,343,995
	State Cost	\$841,538	\$892,505	\$1,092,612	\$964,017	\$1,224,430	\$922,460	\$633,422	\$326,212	\$0

* As reported on the Annual Report of Earnings to the Teachers' Retirement System of the State of Illinois

** In accordance with PA 097-0694 and 40 ILCS 5/2-134, the TRS Board is required to submit to the State Actuary, the Governor, and the General Assembly a proposed certification of the amount of the required State contribution to the System for the next fiscal year. On or before January 1st, the State Actuary shall issue a preliminary report concerning the proposed certification; the TRS Board then must certify to the Governor and the General Assembly the amount of the required state contribution for the next fiscal year. Under this guidance, the normal cost applicable for fiscal year 2018-19, expressed as a percentage of payroll, was determined based on the actual valuation of fiscal year 2016-17.

SCHOOL SAFETY PROCEDURES

The Illinois Association of School Boards has a comprehensive school policy on school safety that is included as part of the PRESS policy service. The IASB has been very involved with the safety issue for a number of years, including: authoring legislation regarding the School Safety Drill Act; participating as a member of the Illinois School Security and Standards Task Force and the Illinois Terrorism Task Force; and sponsoring School Safety Seminars at the annual conference.

School safety procedures, best practices, and recommendations are a part of numerous documents in the IASB offices. Below is a quick guide on the issue of school safety with excerpts taken from school district policy, the School Security and Standards Task Force report, and the Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) "Guide for Developing High-Quality School Emergency Operations Plans". The entire DHS/FEMA Guide is embedded in the PRESS Policy Service and is part of the School Security and Standards Task Force Report, which can be found on page 150 [here](#). School districts are encouraged to review the DHS/FEMA Guide to make sure their safety procedures meet these recommendations.

Emergency Plans and Training

- The superintendent appoints a District Safety Coordinator to manage the district's safety and security efforts and members of a Safety Team for each school. The teams develop and implement a comprehensive safety and crisis plan that addresses: prevention, protection, mitigation, response, and recovery.
- At least annually, a safety review meeting must be conducted with district safety personnel to review each school building's emergency and crisis response plans, protocols, and procedures and each building's compliance with the school safety drill programs. Local responders must be invited to attend.
- School safety drills must be scheduled annually, with at least: three school evacuation drills (i.e. fire, bomb threats); one school bus evacuation drill; one severe weather drill; and one law enforcement drill (i.e. active shooter).
- Some of the materials included in the emergency operation plans should include:
 - Evacuation protocol
 - Safety drill documents
 - Maps, blueprints, and layouts of buildings
 - A protocol to ensure a secure list of people present in the building at all times
 - A protocol for student supervision in the event of an emergency
 - Student reunification plans in case of emergency
 - Communications protocol, headquarters, and point person in case of emergency to keep parents, community members, and first responders informed
 - Post-event/recovery protocols to provide information to community, counseling for students and staff, etc.
- School districts should continually review and enforce the implementation of the provisions of the School Safety Drill Act, provide regular and consistent training and preparation along with the participation of local responders, include at least one annual table-top safety exercise with local responders, consider 2-3 full-scale safety exercises per year, and implement periodic security vulnerability assessments.

Securing School Buildings and Grounds

- Consider the expanded principals of "Crime Prevention Through Environmental Design". "Crime Prevention Through Environmental Design", which incorporates FEMA recommendations with respect to open space, parking, landscaping, and assurance of clear sight lines.
- Provide clear sight lines for observing physical movement on the school campus/site
- Assure that the school entry/reception desk is positioned to allow natural surveillance of all approaching visitors, students, and staff.
- Apply a glass polycarbonate laminated bullet proof glazing to all entry way windows and doors.
- Avoid dense shrubbery and solid walls/features around the school that would create a place for an intruder to hide.
- Surface parking lots should be designed and placed to keep vehicles away from school buildings.
- Provide clear site lines inside to better observe student movements through the school.
- Entry access should be managed and controlled inside by school personnel; all secondary entries should be locked down during the course of the day.
- All classroom and occupied education spaces should have doors that swing out into circulation.
- For classroom doors, only locksets that can be secured from the interior of the classroom without requiring the teacher to open the door should be utilized.
- The exterior school property edges should be discernable so it becomes obvious to someone approaching they are on school property.
- Communication devices (phones, radios, etc.) should be acquired and regularly evaluated within each school building to ensure teachers and administrators can easily communicate with police and first responders during an incident.
- Two knox boxes (small safe that holds building keys for use by local responders) should be provided at the main entrance and secondary entry point – one for the fire department and the second for police.
- A school security reference plan should be prepared and submitted to the Illinois State Board of Education for inclusion in the school floor plans folder administered by the Illinois State Police Statewide Terrorism and Intelligence Center (STIC) and local law enforcement.
- Consider purchasing a software package which downloads school building floor plans that are shared with local responders and contains communications applications for school staff and communication with local responders.

Ridgeland School District 122

6500 West 95th Street Oak Lawn, IL 60453

708/599-5550 x 7225 FAX 708/599-5626

Sheri Maher, Director of Teaching and Learning

Education for today....

...with a vision for the future

Memorandums of Understanding between Ridgeland School District 122 Board of Education and the Illinois Federation of Teachers Council Local 943

February 23, 2018

The following proposal is in regards to a teacher obtaining National Board Certification.

Certified bargaining unit members who elect to pursue National Board Certification from the National Board for Professional Teaching Standards shall receive the following:

1. As a member of the NBC (National Board Cohort), the Board shall pay the District required portion of 10% of the District Instructional Per Student Spending for each teacher to participate in the cohort. Should the teacher withdraw from the program, the teacher will reimburse the district for half of the district contribution.
2. Upon completion of National Board Certification, the certified bargaining unit member will receive a "one-time" monetary award at the beginning of the next school year in the amount of two thousand five hundred dollars (\$2,500) with the agreement that the teacher will remain in the district for 3 years after acquiring National Board Certification. Should the teacher voluntarily resign within 3 years of completion of the certification, the teacher will repay the district the \$2500 monetary award.
3. During the process, the district will provide 2 professional days for the teacher to complete the required reflections and participate in the required testing components.

BID TABULATION

Owner: Ridgeland School District 122
 Project Name: 2018 Mechanical Renovations at Harnew Elementary School
 Architect's Project #: 17-062
 Bid Due Date: March 2, 2018; 3:30 p.m.



Bidder	Addendum	Base Bid	Comp. Date	Subst.	Bid Bond	Bid Forms	Comments
	#1						
Premier Mechanical Inc	Y	\$68,000	5/31/18	N	Y	Y	
Ideal Heating Company	Y	\$71,444	5/7/18	N	Y	Y	
Voris Mechanical	Y	\$74,000	5/31/18	N	Y	Y	
Amber Mechanical	Y	\$78,900	5/31/18	N	Y	Y	
Cryer & Olsen Mechanical	Y	\$79,000	5/31/18	N	Y	Y	
1 Source Mechanical Inc	Y	\$83,247	5/25/18	N	Y	Y	
C. Acitelli Heating and Piping	Y	\$88,000	5/31/18	N	Y	Y	
Oak Brook Mechanical	Y	\$88,950	5/31/18	N	Y	Y	
George E. Quill & Sons	Y	\$89,240	6/15/18	N	Y	Y	
F E Moran Inc	Y	\$96,000	5/31/18	N	Y	Y	
Qu-Bar Mechanical, LLC	Y	\$98,890	5/31/18	N	Y	Y	
Cyril Regan Heating Inc		NO BID					
Czervik Construction		NO BID					
Mechanical Inc.		NO BID					

Notes:

Bid Docs 00485, 00486, 00487, 00495, 00496, 00497
 Substantial Completion Date: May 31, 2018