

Golf School District 67

**Board of Education Meeting
December 14, 2016 - 6:30 P.M.**
Golf School District Board Room
9401 Waukegan Road, Morton Grove, Illinois

AGENDA

- | | | |
|------|---|---------|
| 1. | Call to Order | 6:30 pm |
| 2. | Roll Call | |
| 3. | Consent Agenda | 6:35 pm |
| 3.1 | <u>Minutes</u> | |
| | o Special Purpose Meeting – November 7, 2016 | |
| | o Special Purpose Closed Session Meeting - November 7, 2016 | |
| | o Regular Meeting – November 10, 2016 | |
| | o Closed Session Meeting - November 10, 2016 | |
| 3.2 | <u>Financial Reports</u> | |
| | o November Financials | |
| 3.3 | <u>Personnel</u> | |
| | o Leave of Absence – Golf Middle School Teacher | |
| 4. | PTA Report | 6:40 pm |
| 5. | Item for Action | 6:45 pm |
| 5.1 | Approve Final Payment to Wight & Company | |
| 6. | Administrator Reports | 7:05 pm |
| 7. | Student Achievement Report | 7:15 pm |
| 8. | Public Comment (please limit to three minutes per individual) | 7:45 pm |
| 9. | Items for Discussion | 7:50 pm |
| 9.1 | First Reading of Board Policies 2.125, 5.60, 7.60 | |
| 10. | Items for Action | 8:00 pm |
| 10.1 | Approve 2017-2018 School Fees | |
| 10.2 | Adopt Board Policies | |
| 11. | Finance Report | 8:20 pm |
| 12. | Board Committee Reports | 8:25 pm |
| 12.1 | Finance and Facilities | |
| 12.2 | Niles Township District for Special Education | |
| 12.3 | Classrooms First | |
| 12.4 | Policy | |
| 12.5 | Technology | |
| 13. | Items for Information | 8:35 pm |
| 13.1 | Freedom of Information Act (FOIA) Requests | |
| 13.2 | Student Enrollment | |
| 14. | Board Member Announcements/Open Forum | 8:40 pm |
| 15. | Public Comment | 8:45 pm |
| 16. | Adjourn | 8:50 pm |

Golf School District 67

Board of Education Regular Meeting December 14, 2016

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT AGENDA

3.1 Minutes

- Special Purpose Meeting – November 7, 2016
- Special Purpose Closed Session Meeting - November 7, 2016
- Regular Meeting – November 10, 2016
- Closed Session Meeting - November 10, 2016

3.2 Financial Reports

- November Financials

3.3 Personnel

- Leave of Absence – Golf Middle School Teacher

POSSIBLE MOTION

I move that the Board of Education of Golf School District 67 approve the Consent Agenda for December 14, 2016.

ROLL CALL VOTE

Golf School District 67

Board of Education Regular Meeting

December 14, 2016

3. CONSENT AGENDA

3.1 Minutes

- Special Purpose Meeting – November 7, 2016
- Special Purpose Closed Session Meeting - November 7, 2016
- Regular Meeting – November 10, 2016
- Closed Session Meeting - November 10, 2016

3.2 Financial Reports

- November Financials

Payroll expense – 11/4/16	\$269,821.91
---------------------------	--------------

Payroll expense – 11/18/16	<u>\$272,104.89</u>
----------------------------	---------------------

TOTAL NOVEMBER PAYROLL EXPENSE	\$541,926.80
--------------------------------	--------------

TOTAL NOVEMBER ACCOUNTS PAYABLE	<u>\$140,777.83</u>
---------------------------------	---------------------

GRAND TOTAL NOVEMBER PAYABLES	<u>\$682,704.63</u>
-------------------------------	----------------------------

3.3 Personnel

- Leave of Absence – Golf Middle School Teacher
Mrs. Danielle Maldonado, Golf Middle School 7th and 8th Grade Science Teacher, has requested a medical leave of absence beginning January 9, 2017 for approximately 4-6 weeks.

4. PTA REPORT

5. ITEM FOR ACTION

5.1 Approve Final Payment to Wight & Company

A Settlement Agreement Closeout has been requested by Wight & Co. Vice President, Jim Nagle, in a letter dated November 21, 2016, to Beth Flores and Christine Hoffman. The administration is recommending that the Board approve releasing the final payment in the amount of \$101,571.31 as defined in the agreement. Mr. Nagle is available tonight to answer questions regarding the completion of the work described in the Repair Plan defined in the Settlement Agreement executed earlier this year between Wight & Company and the Golf School District 67 Board of Education.

This report aligns to:

Strategic Plan Goal 3: Safe and Secure Learning Spaces to Support 21st Century Learners

POSSIBLE MOTION

I move that the Board of Education of Golf School District 67 approve the release of the final payment in the amount of \$101,571.31 as defined in the Settlement Agreement executed earlier this year between Wight & Company and the Golf School District 67 Board of Education.

ROLL CALL



Wight & Company

wightco.com

2500 North Frontage Road

Darien, IL 60561

P 630.969.7000

F 630.969.7979

November 21, 2016

Dr. Beth Flores
Superintendent of Schools

Ms. Christine Hoffman
Business Manager

Golf School District No. 67
9401 Waukegan Road
Morton Grove, IL 60053

RE: Settlement Agreement Closeout

Dear Dr. Flores and Ms. Hoffman,

I am writing to advise you that we have completed all of the work described in the Repair Plan defined in the Settlement Agreement executed earlier this year between Wight & Company and the Board of Education. Having fulfilled all of our obligations under the Agreement, Wight respectfully requests that the Board release the final payment in the amount of \$101,571.31 to Wight, as defined in the Agreement.

While I'd be happy to address any questions you may have about the specifics of the work we performed in completing the Repair Plan, I'd like to provide these additional comments related to the work we have finished:

- Wight has worked diligently with the School District to not only complete each of the individual items defined in the repair plan, but also to assure that the HVAC system at Hynes Elementary School operates in a manner satisfactory to the facilities staff and teachers. The last of the open issues was addressed and checked off last week. The comfort and performance of the system is unquestionably much better as a result of our efforts, and we believe that the improvements to the system will benefit the District now and into the future.
- Over the course of the summer, a leak was discovered in one of the Roof Top Units at Golf Middle school. Even though this was technically out of warranty, Wight undertook the necessary steps to remedy the issue without hesitation and at significant additional expense. This type of response by Wight should give the Board confidence that we will stand behind our on-going obligations defined in the Agreement.
- In September, it was discovered that some water was infiltrating into the Hynes Gymnasium through one of the exterior doors during a period of heavy rain. The source of this leak was identified and repaired, and the wood flooring was subsequently re-tested on two separate

Dr. Beth Flores
Ms. Christine Hoffman
Settlement Agreement Closeout
November 21, 2016
Page 2

occasions by the Maple Flooring Manufacturers Association, most recently last week. They confirmed that while the floor had received some moisture near the door, this area was drying out as expected and there were no issues which should be of concern. As a reminder, the Board is still protected against future gym floor issues by the maintenance bond Wight has provided as part of the Settlement Agreement.

Please let me know if you require any additional information in order to release our final payment as prescribed in the Settlement Agreement. We have worked hard to provide these betterments to the District over the last months in order to bring closure to the project. We are confident that our efforts have resulted in an improved HVAC system and that the lingering performance issues are now behind us.

If you have any questions regarding the completeness of our work or would like to discuss the timing of our final payment, please don't hesitate to contact me at 630.310.1597.

Sincerely,

Wight & Company



Jim Nagle
Vice President

cc: File

.....
wightco.com
.....

Golf School District 67

Board of Education Regular Meeting

December 14, 2016

6. ADMINISTRATOR REPORTS

7. STUDENT ACHIEVEMENT REPORT

The student achievement report informs the Board of Education and the school community of the annual progress of Golf School District 67 students on the state assessment. Students in grades 3-8 took the PARCC (Partnership for Assessment of Readiness for College and Careers) Assessment in the spring of 2016. Students in grades 2-8 take the Measure of Academic Progress (MAP) in the fall and spring of each year. Dr. Flores will present an overview of the 2015-2016 student achievement results.

This report aligns to:

Strategic Plan Goal 1:

High quality teaching and learning - Implement a 21st Century Learning Environment that is active, rigorous and fosters student engagement.

Strategy: *Implement the Eureka Mathematics program at all grades, including professional development, resources, and practice.*

Strategy: *Provide professional development related to instructional practice, resources, and opportunities for cross-curricular instruction of concepts in ELA and Social Studies.*

PARCC and MAP Achievement 2015-16

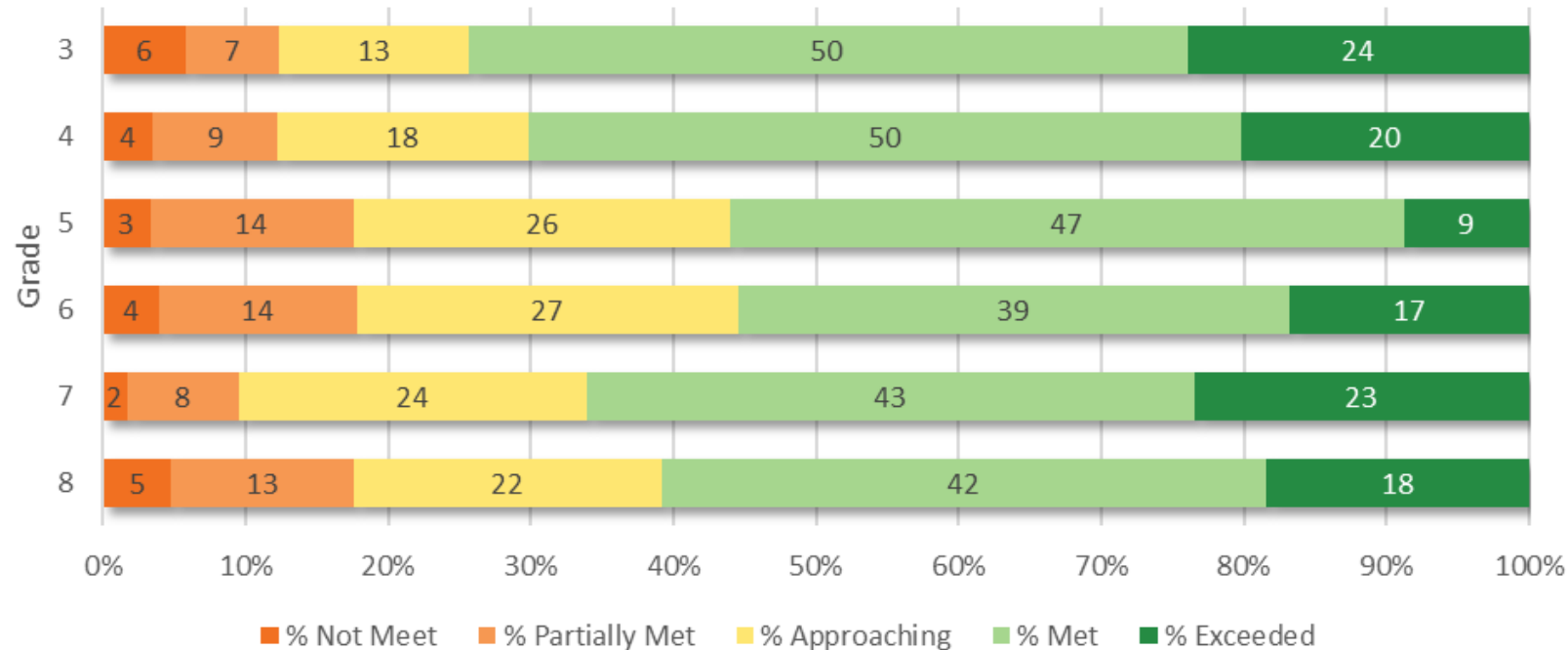
PARCC ELA and Math Achievement by Grade
NWEA MAP Achievement by Grade



2016 PARCC Composite by Grade



Spring 2016 PARCC Results by Grade
Composite (ELA and Math)



Meets + Exceeds

3rd 74%

4th 70%

5th 56%

6th 55%

7th 66%

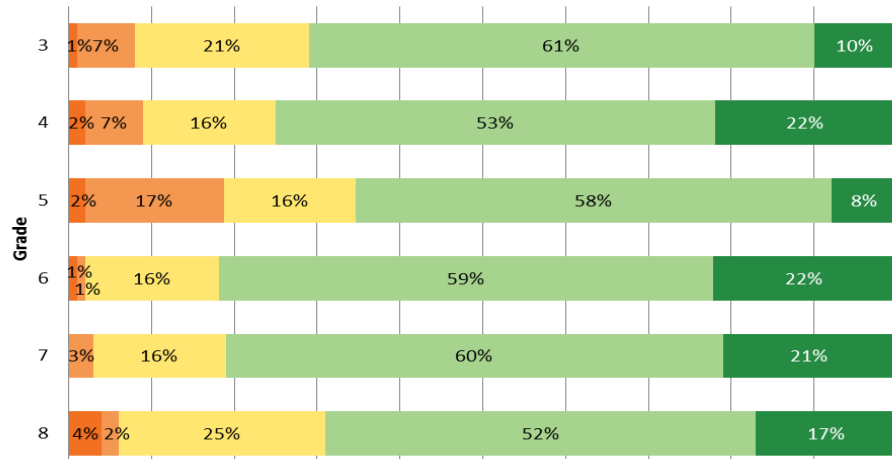
8th 61%

Totals may vary due to rounding

2016 PARCC ELA by Grade



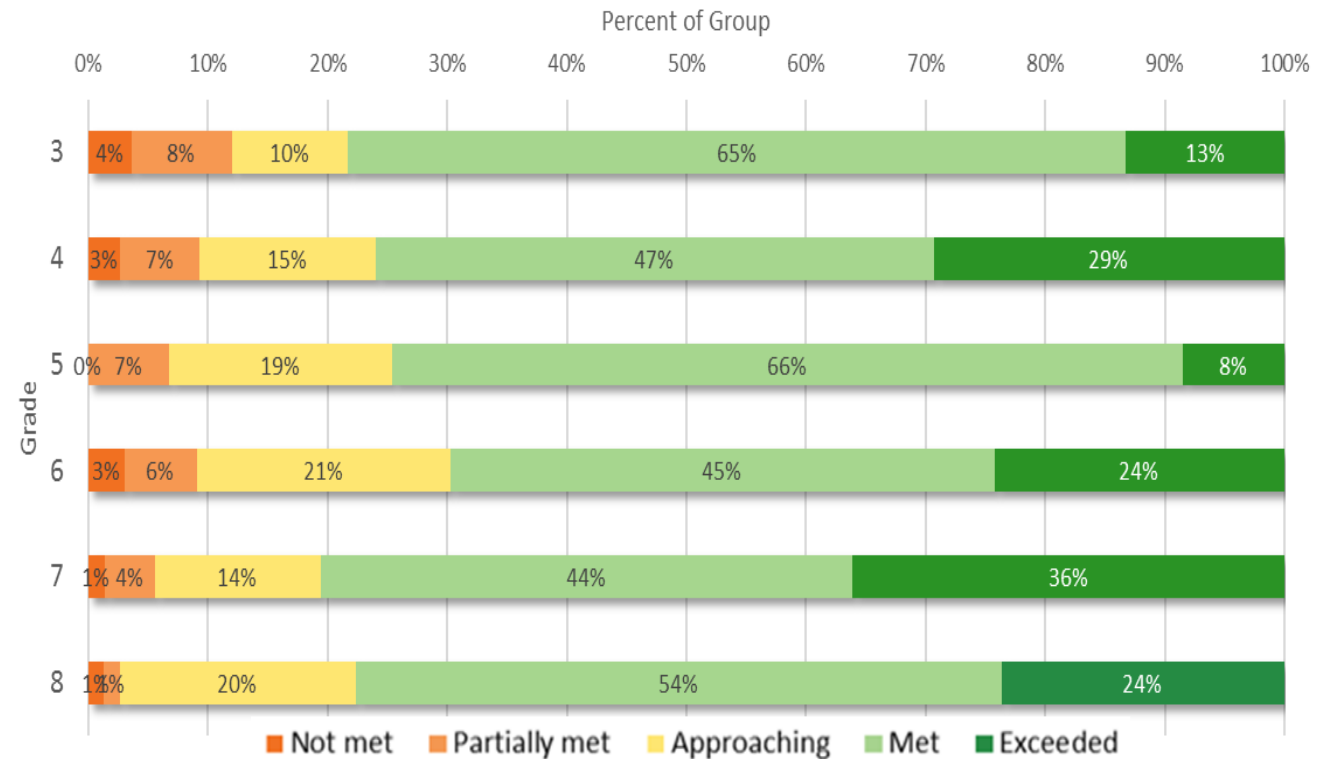
Spring 2015 ELA PARCC Results by Grade



	2015	2016
3 rd	71%	78%
4 th	75%	76%
5 th	66%	74%
6 th	81%	69%
7 th	81%	80%
8 th	69%	78%

Met +
Exceeded

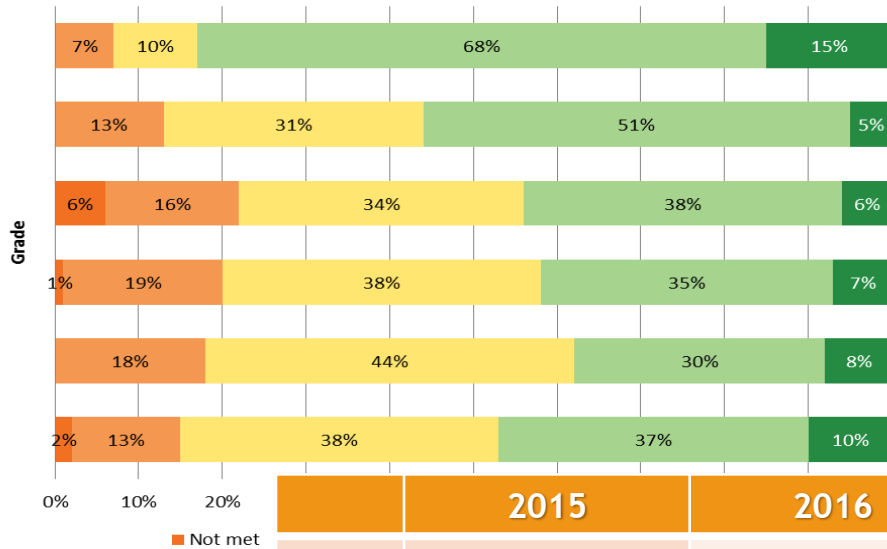
Spring 2016 PARCC ELA Results by Grade



2016 PARCC Math by Grade



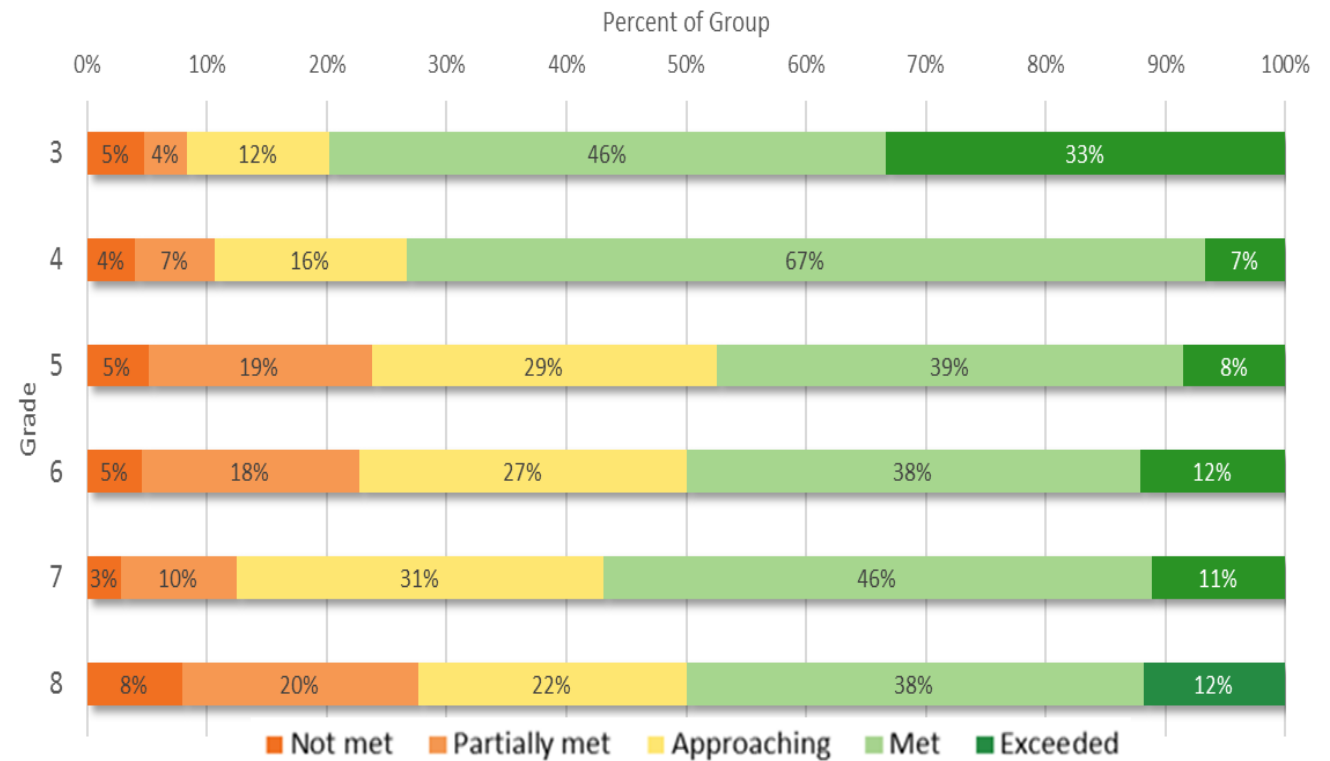
Spring 2015 Mathematics PARCC Results by Grade



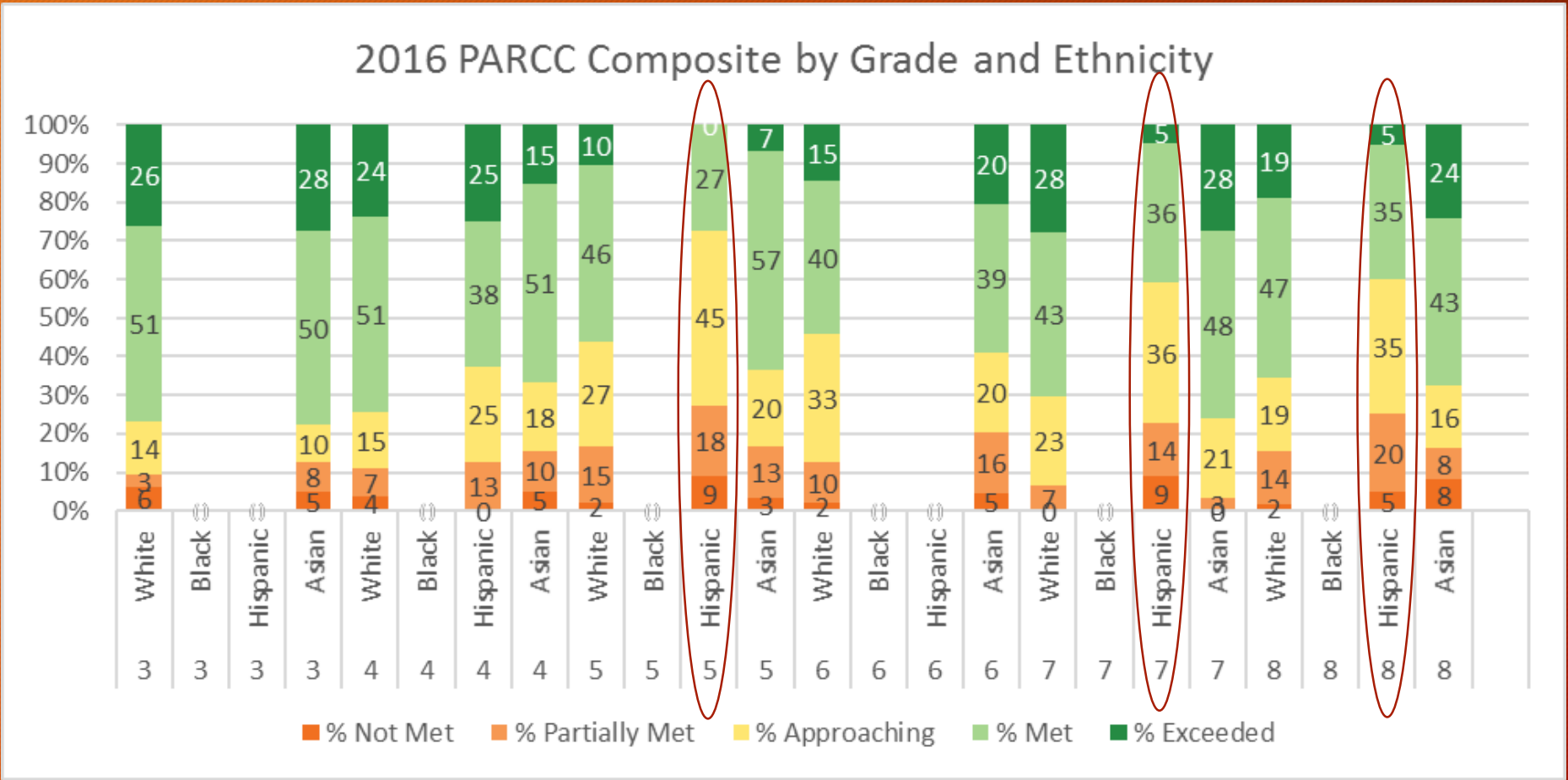
	2015	2016
3rd	83%	79%
4th	56%	74%
5th	44%	47%
6th	42%	50%
7th	38%	57%
8th	47%	50%

Met +
Exceeded

Spring 2016 PARCC Math Results by Grade



2016 PARCC Composite by Grade and Ethnicity



Meets + Exceeds by Grade and Group

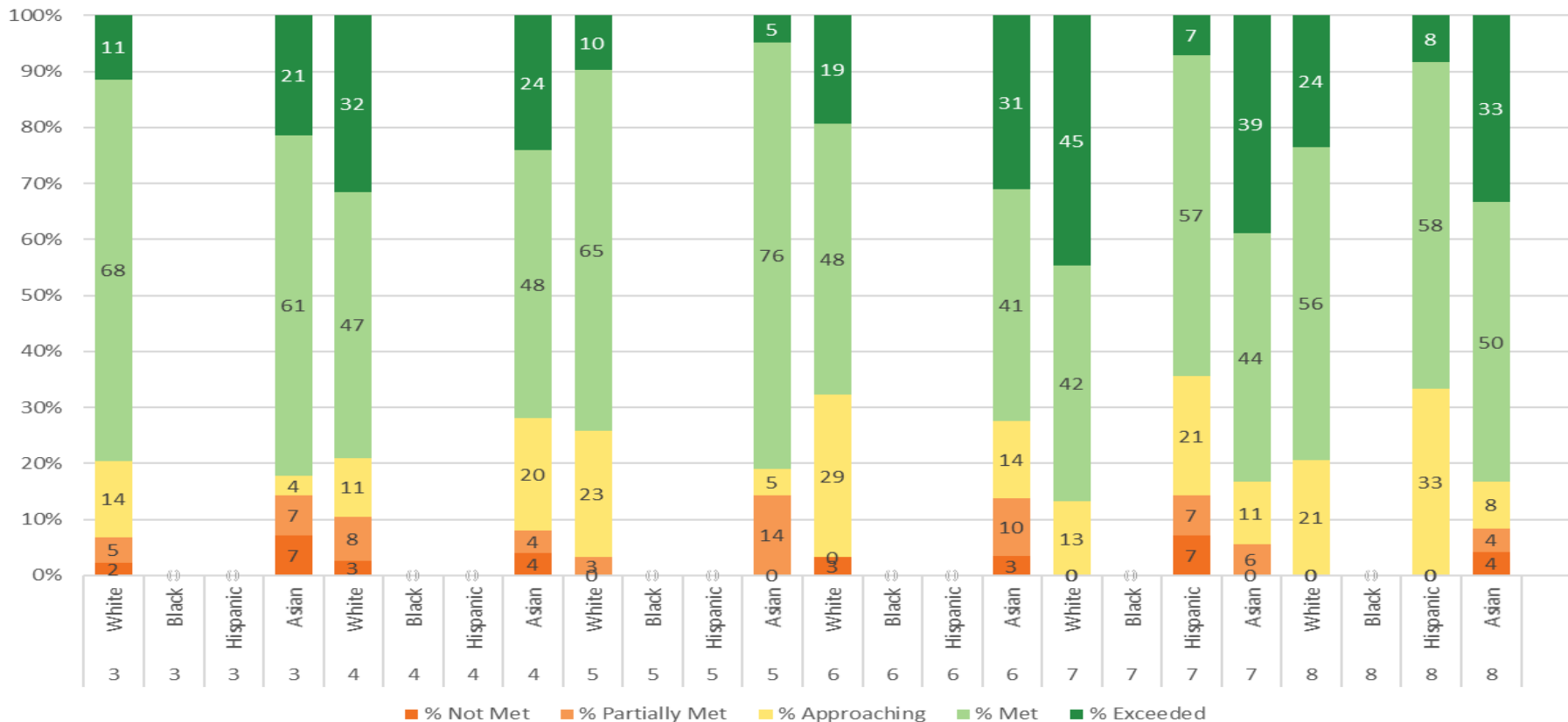
Grade	Subgroup	% Proficiency
3	White	77
3	Black	-
3	Hispanic	-
3	Asian	78
4	White	75
4	Black	-
4	Hispanic	63
4	Asian	67
5	White	56
5	Black	-
5	Hispanic	27
5	Asian	63
6	White	54
6	Black	-
6	Hispanic	-
6	Asian	59
7	White	70
7	Black	-
7	Hispanic	41
7	Asian	76
8	White	66
8	Black	-
8	Hispanic	40
8	Asian	68

Totals may vary due to rounding

2016 PARCC ELA by Grade and Ethnicity



2016 PARCC ELA by Grade and Ethnicity



Meets + Exceeds by Grade and Group

Grade	Subgroup	% Proficiency
3	White	80
3	Black	-
3	Hispanic	-
3	Asian	82
4	White	79
4	Black	-
4	Hispanic	-
4	Asian	72
5	White	74
5	Black	-
5	Hispanic	-
5	Asian	81
6	White	68
6	Black	-
6	Hispanic	-
6	Asian	72
7	White	87
7	Black	-
7	Hispanic	64
7	Asian	83
8	White	79
8	Black	-
8	Hispanic	67
8	Asian	83

Totals may vary due to rounding

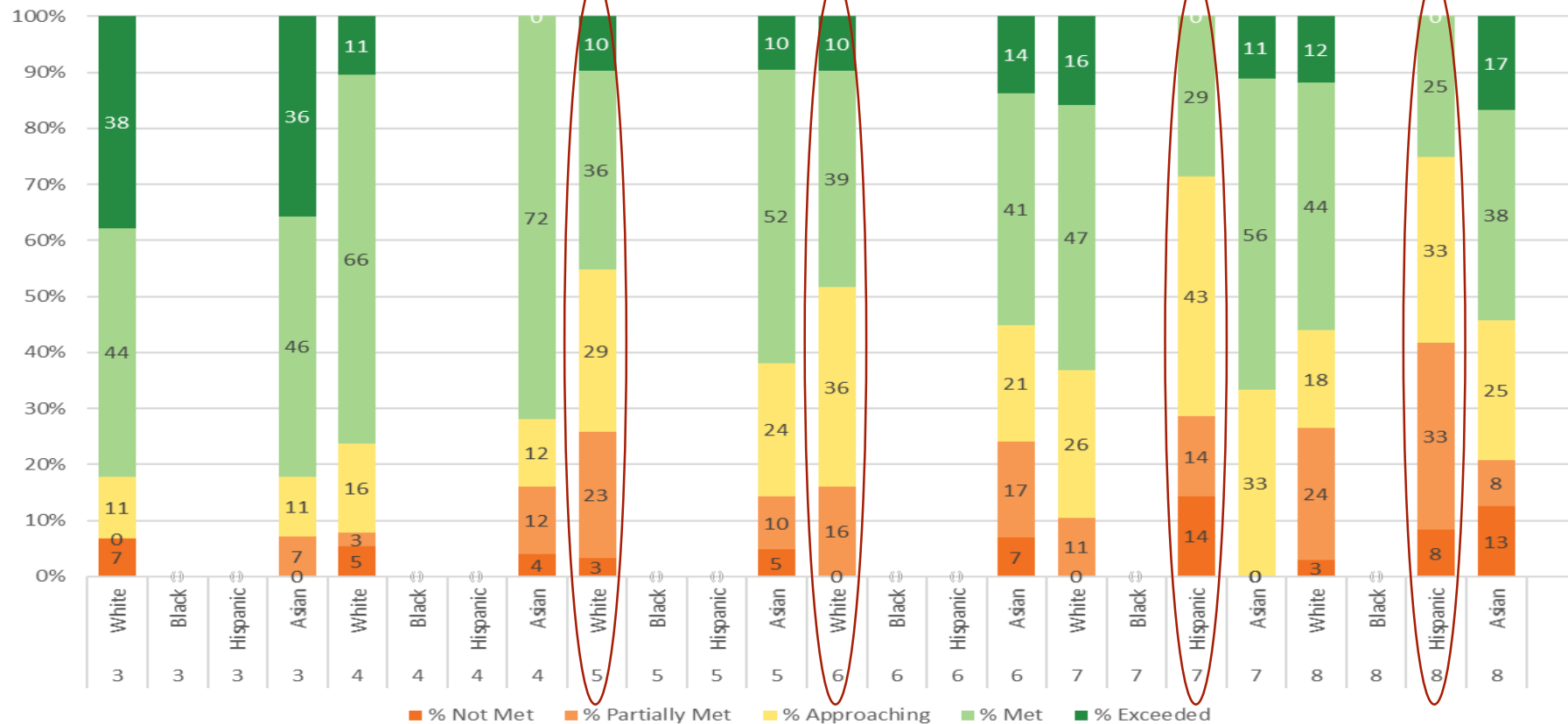
Groups of 10 or fewer students are not shown

Circled groups have more than 50% not meeting or exceeding expectations

2016 PARCC Math by Grade and Ethnicity



2016 PARCC Mathematics by Grade and Ethnicity



Meets + Exceeds by Grade and Group

Grade	Subgroup	% Proficiency
3	White	82
3	Black	-
3	Hispanic	-
3	Asian	82
4	White	76
4	Black	-
4	Hispanic	-
4	Asian	72
5	White	45
5	Black	-
5	Hispanic	-
5	Asian	62
6	White	48
6	Black	-
6	Hispanic	-
6	Asian	55
7	White	63
7	Black	-
7	Hispanic	29
7	Asian	67
8	White	56
8	Black	-
8	Hispanic	25
8	Asian	54

Totals may vary due to rounding

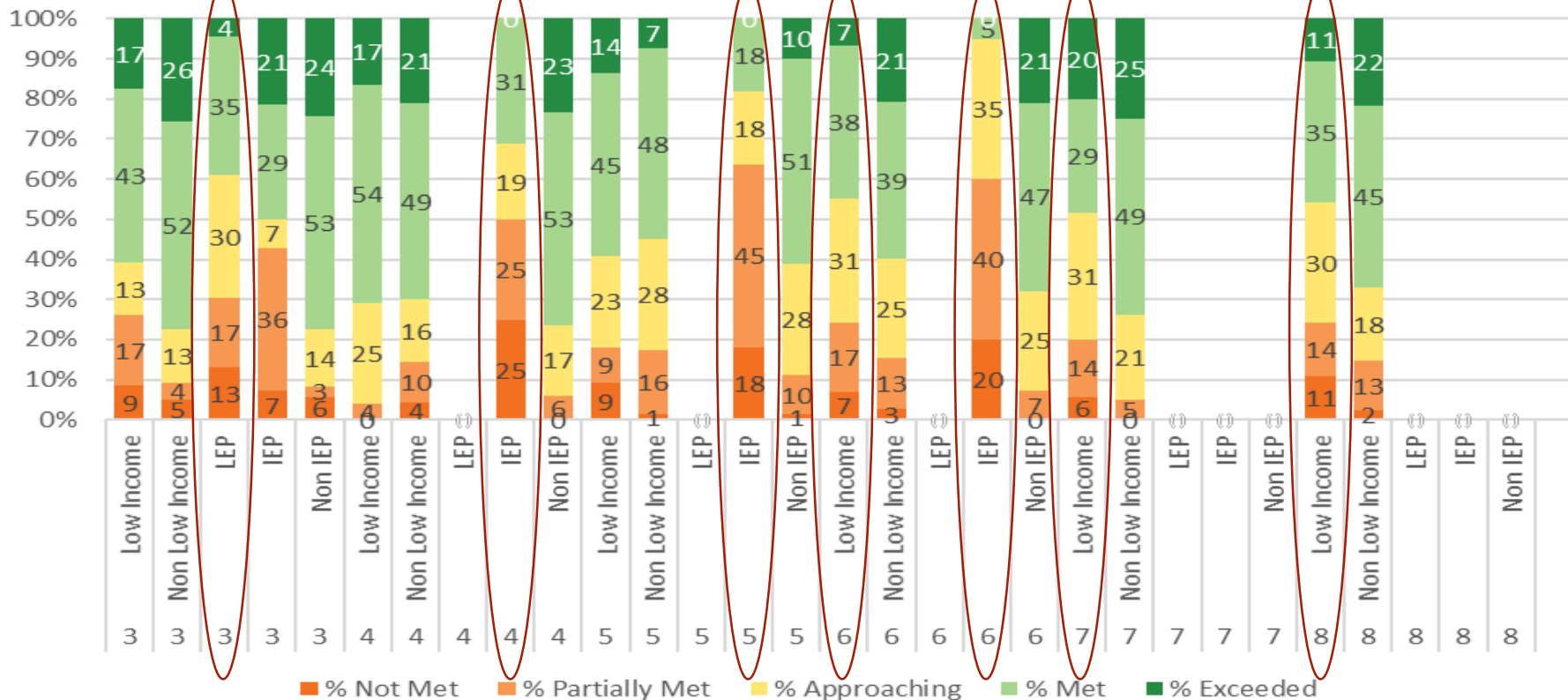
Groups of 10 or fewer students are not shown

Circled groups have more than 50% not meeting or exceeding expectations

2016 PARCC Composite by Grade and Group



2016 PARCC Composite by Grade and Group



Meets + Exceeds by Grade and Group

Grade	Subgroup	% Proficiency
3	Low Income	61
3	Non Low Income	78
3	LEP	39
3	IEP	50
3	Non IEP	78
4	Low Income	71
4	Non Low Income	70
4	LEP	-
4	IEP	31
4	Non IEP	77
5	Low Income	59
5	Non Low Income	55
5	LEP	-
5	IEP	18
5	Non IEP	61
6	Low Income	45
6	Non Low Income	60
6	LEP	-
6	IEP	5
6	Non IEP	68
7	Low Income	49
7	Non Low Income	74
7	LEP	-
7	IEP	-
7	Non IEP	-
8	Low Income	46
8	Non Low Income	67
8	LEP	-
8	IEP	-
8	Non IEP	-

Totals may vary due to rounding

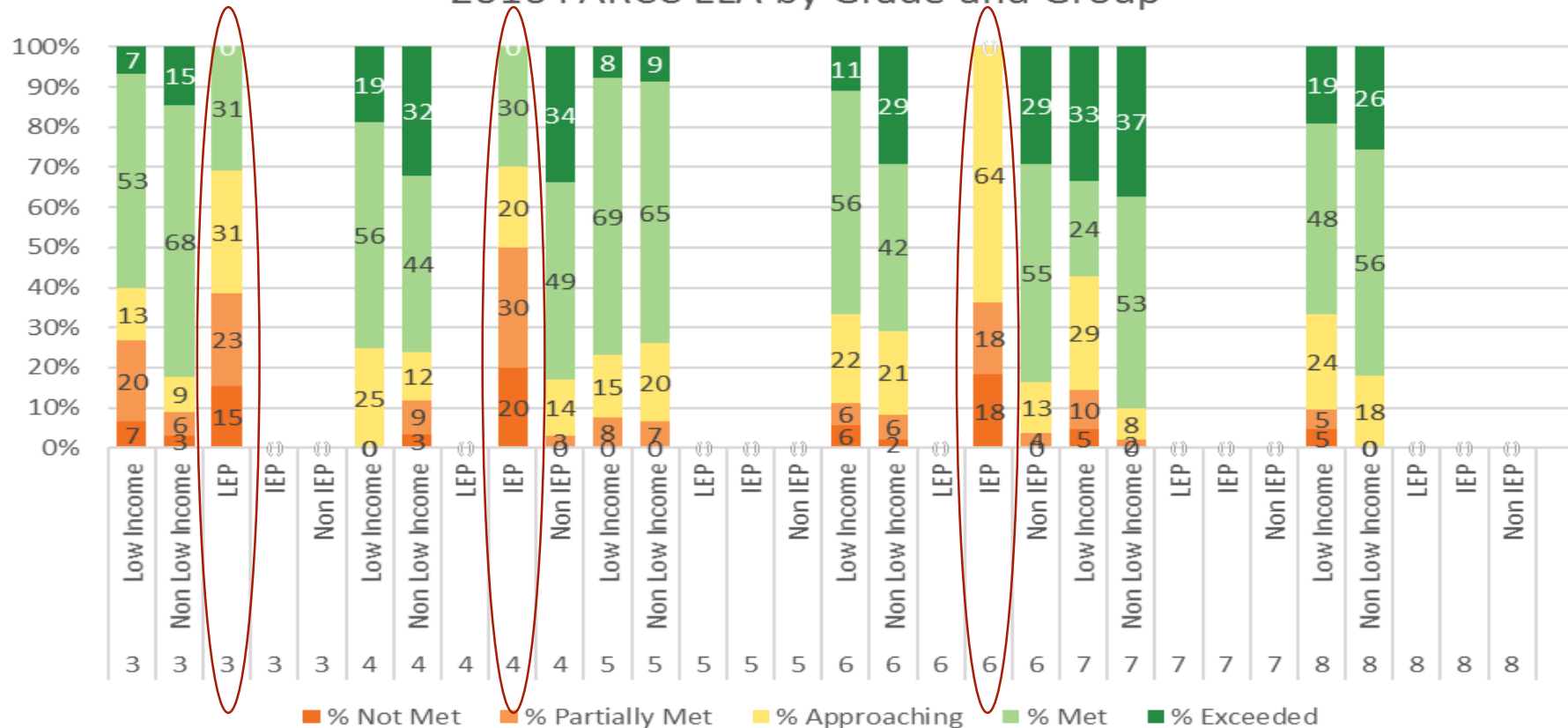
Groups of 10 or fewer students are not shown

Circled groups have more than 50% not meeting or exceeding expectations

2016 PARCC ELA by Grade and Group



2016 PARCC ELA by Grade and Group



Meets + Exceeds by Grade and Group

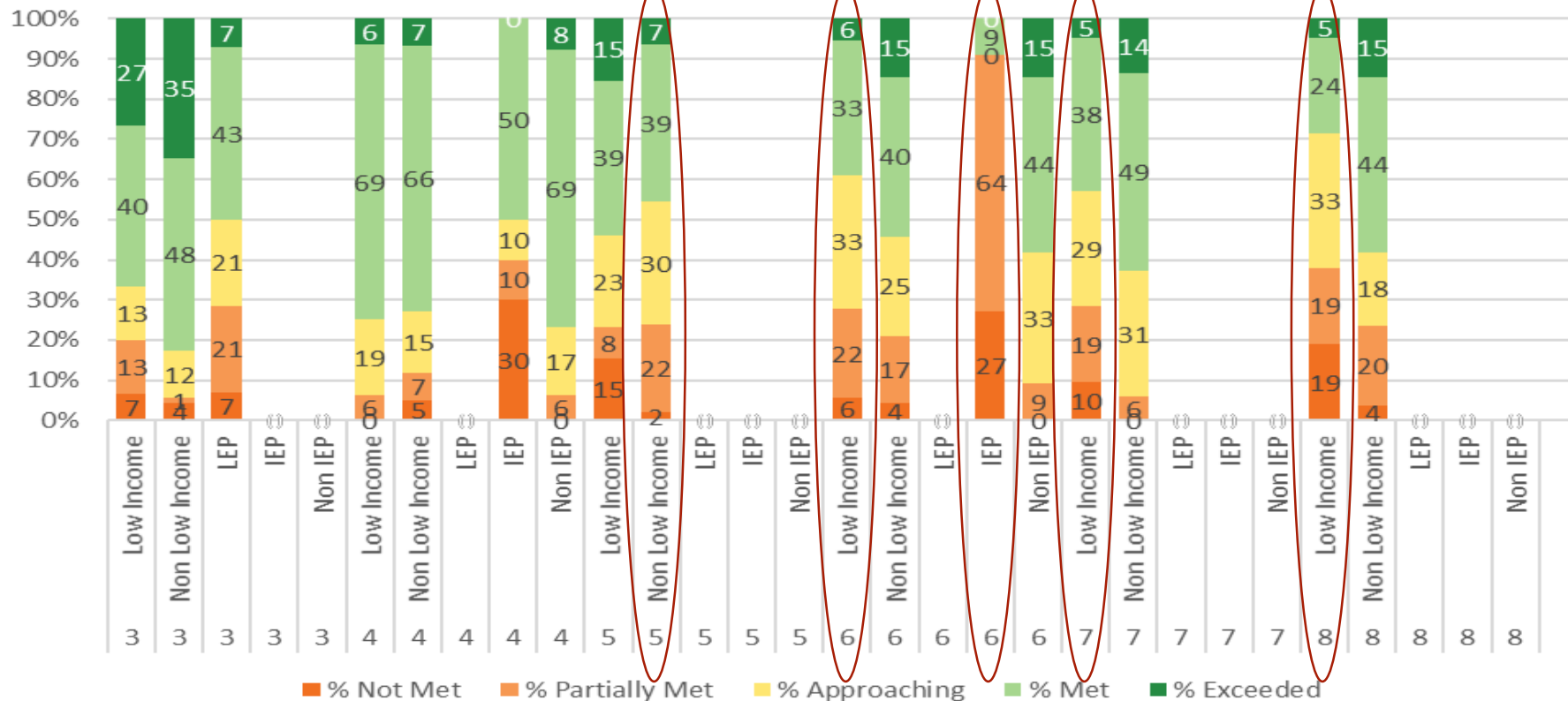
Grade	Subgroup	% Proficiency
3	Low Income	60
3	Non Low Income	82
3	LEP	31
3	IEP	-
3	Non IEP	-
4	Low Income	75
4	Non Low Income	76
4	LEP	-
4	IEP	30
4	Non IEP	83
5	Low Income	77
5	Non Low Income	74
5	LEP	-
5	IEP	-
5	Non IEP	-
6	Low Income	67
6	Non Low Income	71
6	LEP	-
6	IEP	0
6	Non IEP	84
7	Low Income	57
7	Non Low Income	90
7	LEP	-
7	IEP	-
7	Non IEP	-
8	Low Income	67
8	Non Low Income	82
8	LEP	-
8	IEP	-
8	Non IEP	-

Totals may vary due to rounding

2016 PARCC Math by Grade and Group



2016 PARCC Math by Grade and Group



Meets + Exceeds by Grade and Group

Grade	Subgroup	% Proficiency
3	Low Income	67
3	Non Low Income	83
3	LEP	50
3	IEP	-
3	Non IEP	-
4	Low Income	75
4	Non Low Income	73
4	LEP	-
4	IEP	50
4	Non IEP	77
5	Low Income	54
5	Non Low Income	46
5	LEP	-
5	IEP	-
5	Non IEP	-
6	Low Income	39
6	Non Low Income	54
6	LEP	-
6	IEP	9
6	Non IEP	58
7	Low Income	43
7	Non Low Income	63
7	LEP	-
7	IEP	-
7	Non IEP	-
8	Low Income	29
8	Non Low Income	58
8	LEP	-
8	IEP	-
8	Non IEP	-

Totals may vary due to rounding

Groups of 10 or fewer students are not shown

Circled groups have more than 50% not meeting or exceeding expectations

Why do we use MAP?



NWEA MAP results provide our teachers with another view of students' achievement, both their strengths and weaknesses as they are progressing through the District's curriculum.

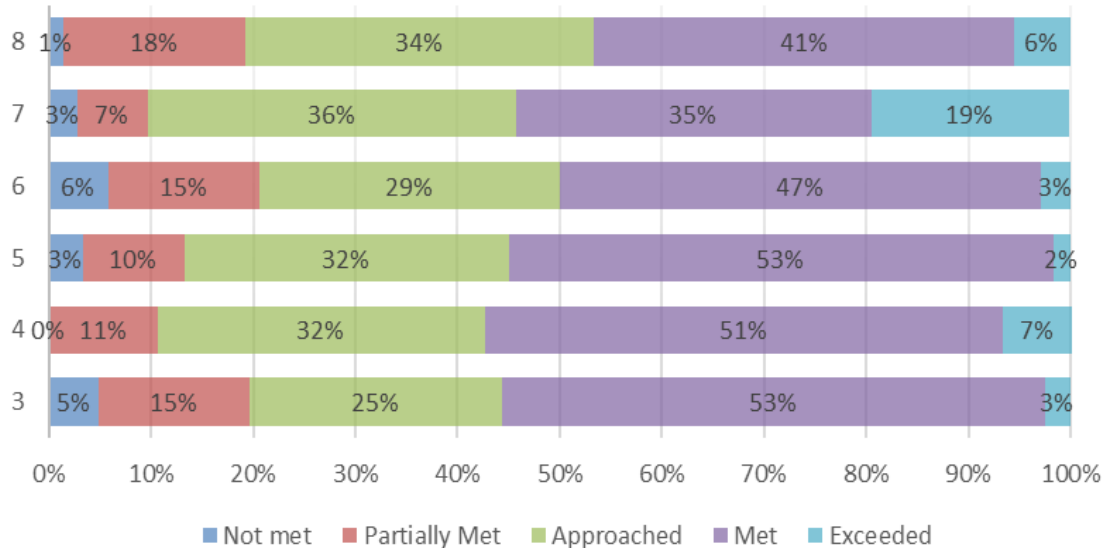
Since the formative assessment is given in both the fall and spring, teachers can tell how individual students have grown over time relative to their classmates and compared to students from across the country.

The test results are tied directly to specific intervention areas to help teachers adapt instruction and activities to each child's individual learning needs.

MAP Performance - Reading/ELA

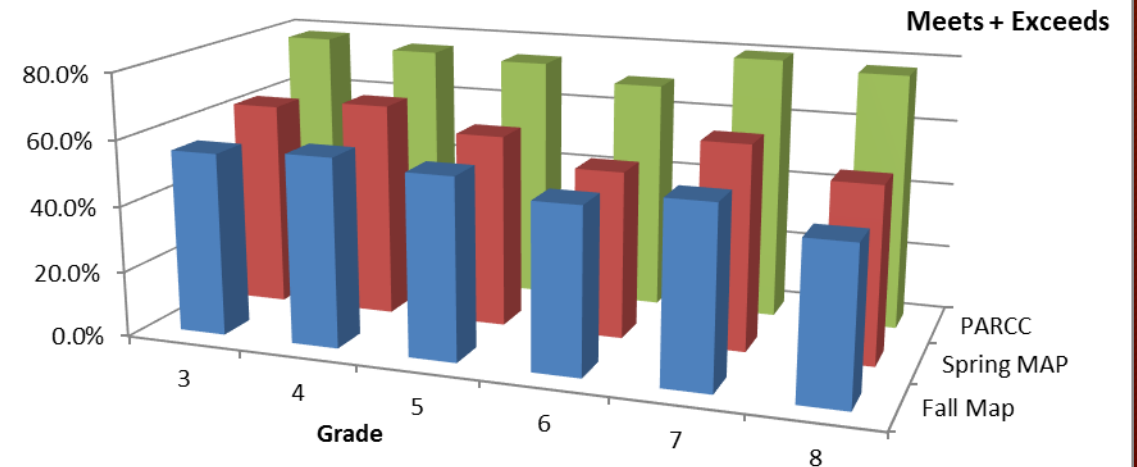


SPRING 2016 MAP RESULTS BY ACHIEVEMENT LEVEL AND GRADE - READING



This chart shows actual performance on the spring administration of the NWEA MAP assessment grouped by PARCC descriptors.

Comparison of MAP Projections of PARCC Performance to Actual PARCC Performance Reading/ELA



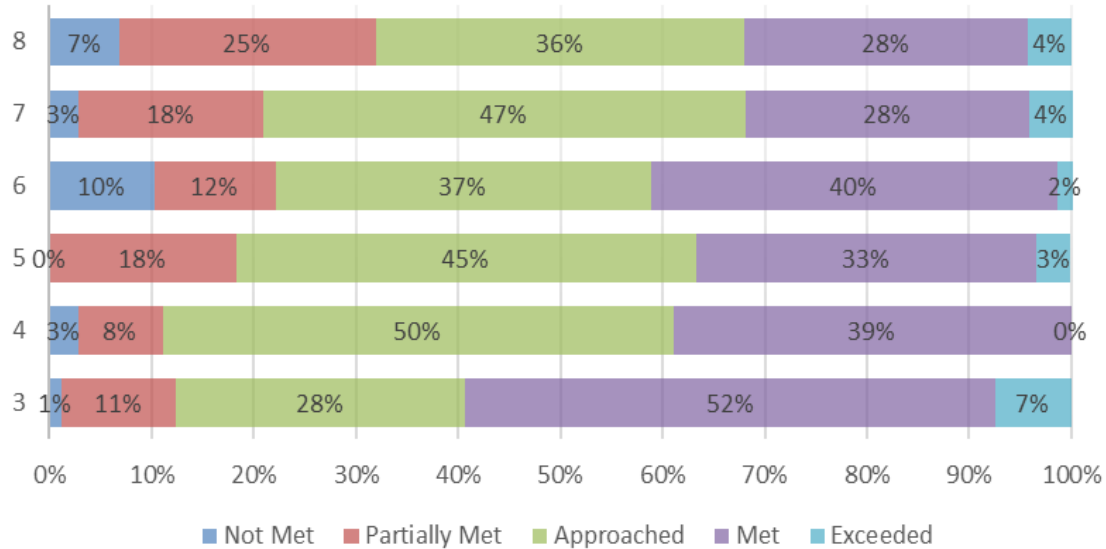
	3	4	5	6	7	8
Fall Map	55.6%	57.4%	55.0%	50.0%	54.1%	46.6%
Spring MAP	62.6%	65.3%	58.6%	50.8%	62.0%	53.3%
PARCC	78.3%	76.0%	74.6%	69.7%	80.6%	77.6%

This chart shows projected performance on PARCC, based on performance on the MAP Assessment in the fall and the spring administration.

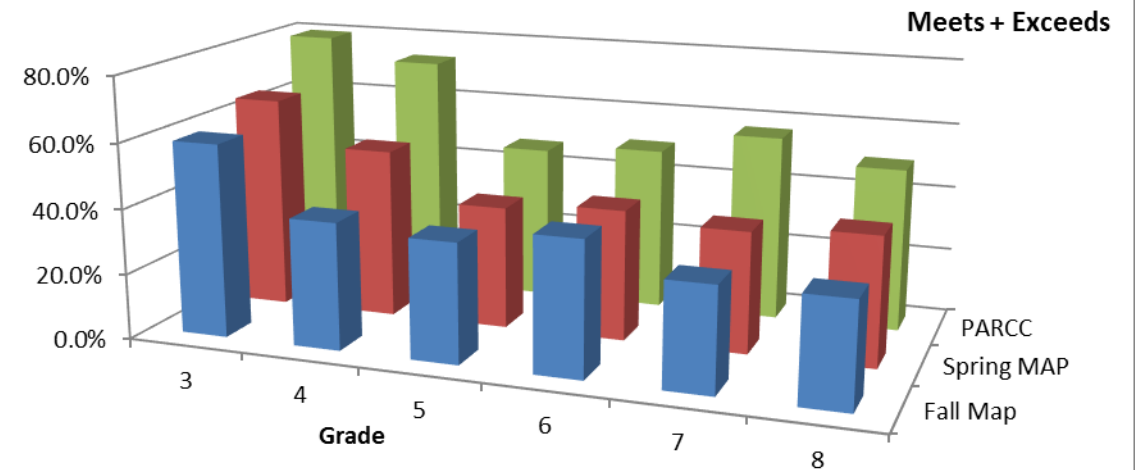
MAP Performance - Mathematics



SPRING 2016 MAP RESULTS BY ACHIEVEMENT LEVEL AND GRADE - MATHEMATICS



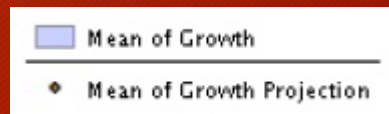
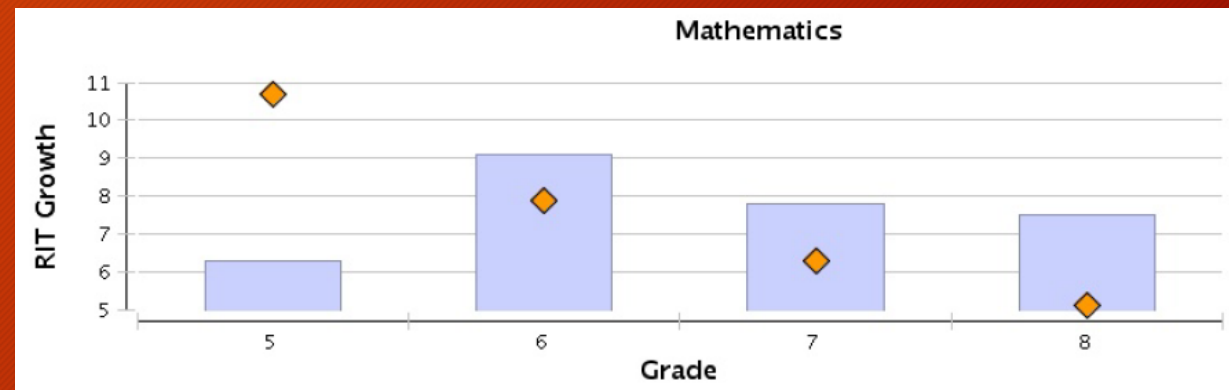
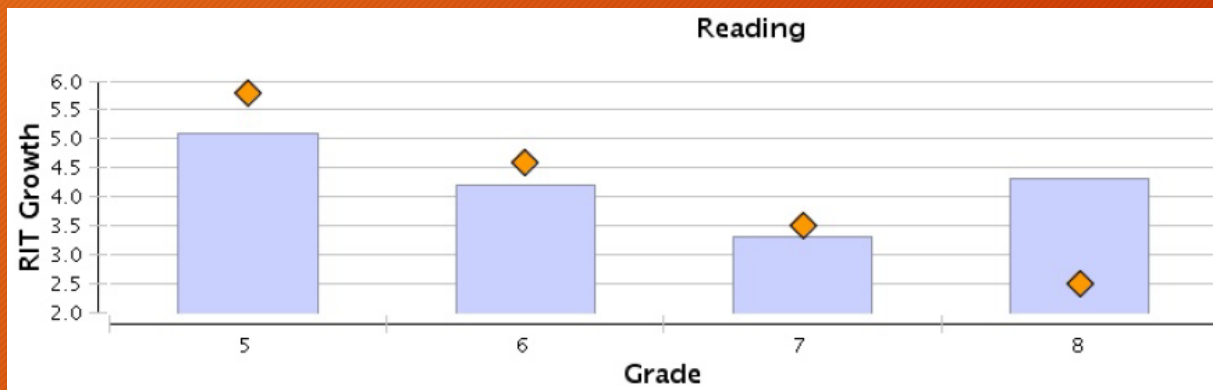
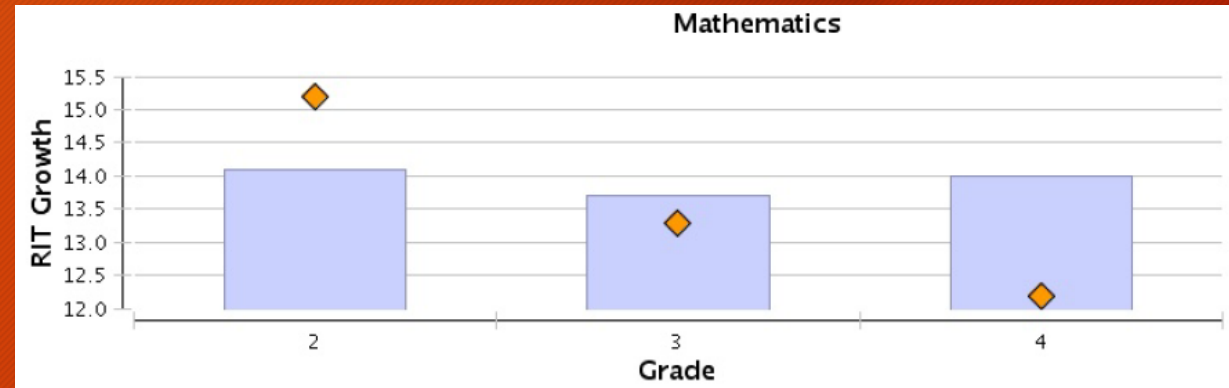
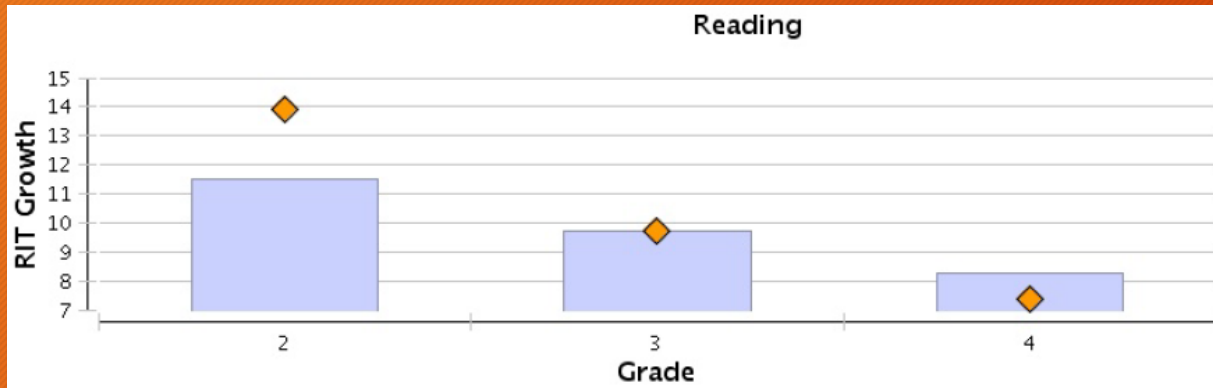
Comparison of MAP Projections of PARCC Performance to Actual PARCC Performance - Mathematics



	3	4	5	6	7	8
Fall Map	59.3%	38.9%	36.6%	41.2%	32.0%	32.0%
Spring MAP	65.4%	52.0%	37.5%	40.0%	37.1%	39.5%
PARCC	79.8%	73.3%	47.5%	50.0%	56.9%	50.0%

MAP Performance: Growth - F2015 to S2016

Percent of students who met their fall to spring growth targets



Comparison of District 67 students' MAP Performance 2015-16



Comparison of Mean Grade Level RIT Scores for Golf School District 67 Students Compared to the National Norm Sample:
Spring 2016 Administration

	Reading		Mathematics	
Grade	District 67	National	District 67	National
2	191.6	188.7	193.2	192.1
3	209.1	198.6	212	203.4
4	216.8	205.9	223.5	213.5
5	219	211.8	225.2	221.4
6	221.1	215.8	229.4	225.3
7	227.6	218.2	235.7	228.6
8	229.9	220.1	240.8	230.9

Going Forward



- Fully implement Eureka Math K-8.
- CFC Literacy Initiative - An audit of existing PreK-8th grade program completed in 2015-16. In 2016-17 District 67 and 69 Literacy Leadership Team will develop the ELA Curricula.
- Continue integration of technology to enhance instruction and to demonstrate learning.
- Fifth grade students will begin taking the PARCC test on the computer in spring 2017.
- Professional development: dedicated ½ days in 2016-17 calendar.
- RTI - Use assessment data to focus on individual learning needs among groups and individual students.

Questions and Discussion



Golf School District 67

Board of Education Regular Meeting

December 14, 2016

8. PUBLIC COMMENT

Please state your name and limit your comments to 3 minutes.

9. ITEMS FOR DISCUSSION

9.1 First Reading of Board Policies 2.125, 5.60, 7.60

The Policy Committee has reviewed Policies 2.125, 5.60, and 7.60. Dr. Flores will lead a discussion as a first reading.

- 2:125 - Board Member Compensation; Expenses
- 5:60 - Expenses
- 7:60 - Residence

SCHOOL BOARD

Board Member Compensation: Expenses

Board Member Compensation Prohibited

School Board members may not receive compensation for their services provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be listed on the Consent Agenda and approved by roll call vote at an open meeting of the Board.

Regulation of School District Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution. No later than approval of the annual budget and when necessary, the Superintendent will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the District's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools;
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of the School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Superintendent or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the District any portion of an expense advancement not used. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, Board Member Development and other professional development opportunities that are

encouraged by the School Code (see the Reimbursements and Purchase Orders subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
 - a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Copies of airline tickets must be attached to the expense form.
 - b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
 - c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
 - d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
 - e. Taxis, airport limousines, or other local transportation costs.
3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

~~Pursuant to The School Code of Illinois, the School Board may advance members the anticipated reasonable expenses incurred while attending:~~

- ~~1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools;~~
- ~~2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of The School Code of Illinois; and~~
- ~~3. Meetings sponsored by a national organization in the field of public school education.~~

~~Members shall submit an itemized verified voucher showing the amount of his or her actual expenses. Receipts shall be attached to the voucher where possible. When the bill pertains to a group function, the names of participating members shall be noted on the receipt.~~

~~If the member's expenses exceed the amount advanced, the member shall be reimbursed. If actual expenses are less than the amount advanced, the member shall refund the difference.~~

~~No money shall be advanced for the expenses of any person except the School Board member. No member is entitled to reimbursement for expenses incurred by any person other than the School Board member.~~

Registration — When possible, registration fees shall be paid by the District in advance.

Travel or Mileage

Air Travel — School Board members shall be reimbursed for air travel at the coach or single class commercial airline rate. First class air travel shall be reimbursed only if emergency circumstances warrant such travel. The emergency circumstances must be explained on the expense voucher. Copies of airline tickets shall be attached to the expense voucher to substantiate amounts.

Rail, Bus Travel — School Board members shall be reimbursed for rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets shall be attached to the expense voucher to substantiate amounts.

Automobile Travel — School Board members shall be reimbursed for use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach air fare.

Rental Automobiles — School Board members shall be reimbursed for automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense voucher.

Miscellaneous Travel — Mileage for use of personal automobiles in trips to and from transportation terminals shall be reimbursed to School Board members at mileage rates approved by the Internal Revenue Service. Toll charges and parking costs shall be reimbursed in full.

School Board members also shall be reimbursed in full for taxis, airport limousines or other local transportation costs.

Hotel/Motel Charges

~~Room Charges— School Board members shall request conference rate or mid-fare room accommodations when possible. A single room rate shall be reimbursed. Hotel/motel expenses shall be reimbursed one night before the conference and/or the last night after a conference if necessary.~~

~~Hotel/Motel— Other expenses incurred by School Board members shall be reimbursed when specifically related to School District business. The expense voucher or hotel bill must explain the types of expenses incurred. Personal charges should be paid by the Board Member at checkout. If that is not possible, the personal charges must be reimbursed to the District or will be deducted from the expense voucher which was submitted.~~

~~Meal Charges— Meal charges to the District should represent "mid-fare" selections for the hotel/meeting facility or general area and generally should not exceed \$60.00 per diem. Tips shall be included with the meal charges. Expense vouchers must explain the meal charges incurred.~~

~~Miscellaneous Expenses— School Board members may include any other costs related to Board activities on expense vouchers.~~

~~Personal Charges— All personal travel costs shall be excluded from the expense voucher.~~

Submission of Expense Vouchers

~~School Board members shall be accountable for all expenditures. The Superintendent shall establish procedures for submitting vouchers. Each voucher shall be:~~

- ~~1. Signed by the member and submitted to the Superintendent or designee.~~
- ~~2. Evaluated and approved or rejected by the School Board in its regular bill process.~~

OUT-OF-STATE TRAVEL & CONFERENCES

~~All members of the Board of Education shall have an equal opportunity to participate in travel in conjunction with conferences, meetings, seminars, etc.~~

- ~~1. Travel/conferences should be discussed at school board meetings prior to enrollment.~~
- ~~2. Board members may attend. The Board may, at its discretion, and in special circumstances, permit more than two members to attend a national conference.~~
- ~~3. Board members must have attended 80% of the regularly scheduled Board meetings in the previous twelve (12) months in order to be eligible to attend an out-of-state conference.~~

~~Pursuant to Illinois School Code, the Board of Education may authorize the advancement to school Board members of the anticipated actual and necessary expenses incurred in attending the following meetings: 1) Meetings sponsored by the State Board of Education or by the regional superintendents of schools. 2) County or regional meetings and the annual meeting sponsored by any school board association complying with the provisions of Article 23 of this Act. 3) Meetings sponsored by a national organization in the field of public school education.~~

~~Full reimbursement of expenses shall be authorized by the Board of Education for all pre-approved out-of-state conferences in accordance with Expense Report guidelines.~~

LEG.REF: 105 ILCS 5/10-20 and 5/10-22.32.
Local Government Travel Expense Control Act, 50 ILCS 150/
III.School Code, Ch. 122, para. 10-22.32

CROSS REF.: 2:202:100 (Board Member Conflict of Interest), 2:120 (Board Member Development),
2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit
and Procurement Cards), 5:60 (Expenses)

ADOPTED: September 20, 1984

REVISED: July 23, 1987; June 18, 1992; February 15, 1994; May 21, 1998; February 5, 2004;
January 19, 2012; December 15, 2016

PERSONNEL

Expenses

GENERAL PERSONNEL — Travel Compensation

The School Board shall reimburse employees for expenses necessary for the performance of their duties which have been pre-approved by the Superintendent.

Employees must submit to the Superintendent an itemized, signed voucher showing the amount of actual expenses, attaching receipts to the voucher if possible. Expense vouchers shall be presented to the School Board in its regular bill process.

The Board regulates the reimbursement of all travel, meal, and lodging expenses by resolution. Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the employee, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event. Employees must submit the appropriate itemized, signed, standardized form(s) to support any requests for expense advancements, reimbursements, or purchase orders that show the following:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and title of the employee who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement, reimbursement, or purchase order will be or was expended.
4. The nature of the official business conducted when the expense advancement, reimbursement, or purchase order will be or was expended.

Advancements

The Superintendent may advance expenses to teachers and other licensed employees for the anticipated actual and necessary expenses to be incurred while attending meetings that are related to their duties and will contribute to their professional development, provided they fall below the maximum allowed in the Board's expense regulations.

Expense advancement requests must be submitted to the Superintendent or designee on the District's standardized estimated expense approval form for employees. After spending expense advancements, employees must use the District's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. Any portion of an expense advancement not used must be returned to the District. Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursements and purchase orders may be issued by the Superintendent or designee to employees, along with other expenses necessary for the performance of their duties, provided the expenses fall below the maximum allowed in the Board's expense regulations.

Expense reimbursements and purchase order approvals are not guaranteed and, when possible, employees should seek pre-approval of expenses by providing an estimation of expenses on the District's standardized estimated expense approval form for employees, except in situations when the expense is diminutive. When pre-approval is not sought, employees must seek reimbursement on the District's standardized expense reimbursement form for employees. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Use of Credit and Procurement Cards

Credit and procurement card usage is governed by policy 4:55, Use of Credit and Procurement Cards.

Exceeding the Maximum Allowable Expense Amount(s)

All requests for expense advancements, reimbursements, and purchase orders exceeding the maximum allowed in the Board's expense regulations may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Registration

When possible, registration fees will be paid by the District in advance.

Travel

The least expensive ~~transportation method of travel~~ shall be used, provided that no hardship will be caused to the employee. Employees will be reimbursed for:

1. Air travel at the coach or single class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Copies of airline tickets must be attached to the expense form.
2. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach air fare. Copies of tickets will be attached to the expense form to substantiate amounts.
3. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobile in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
4. Automobile rental costs when the vehicle's use is arranged. The circumstances for such use must be explained on the expense form.
5. Taxis, airport limousines, or other local transportation costs.

Meals

Meals charged to the District should represent mid-fare selections for the hotel/meeting facility or general area, and generally should not exceed ~~\$75.00~~\$50.00 per day. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

Lodging

Employees should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. ~~Other expenses incurred by employees will be reimbursed when specifically related to School District business. The expense voucher or hotel bill must explain the types of expenses incurred.~~ Employees should pay personal expenses at check-out. If that is impossible, deductions for the charges should be made on the expense form.

Personal Charges

~~All personal travel costs must be excluded from the expense voucher.~~

Miscellaneous Expenses

Employees may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

LEGAL REF.: 105 ILCS 5/10-22.32.
Local Government Travel Expense Control Act, 50 ILCS 150/.

CROSS REF.: 2:125 (Board Member Compensation; Expenses), 2:240 (Board Policy Development),
4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards)

ADOPTED: September 20, 1984

REVIEWED: June 18, 1987, August 16, 2012

REVISED: February 15, 1994; July 5, 2001; December 15, 2016

Students

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or Power of Attorney stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within 60 days after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Requests for Non-rResident Student Admission

Non-resident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for non-resident admission. The Superintendent may approve the request subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law.
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Non-rResident Students Pursuant to an Agreement or Order

Non-resident students may attend District schools tuition-free pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.
2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and nonresident pupils of charitable institutions.
3. According to an intergovernmental agreement.

4. Whenever any State or federal law or a court order mandates the acceptance of a nonresident student.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required to establish residency. School Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Challenging a Student's Residence Status

If the Superintendent or designee determines that a student attending school on a tuition-free basis is a non-resident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and ~~The notice~~ shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, 105 ILCS 5/10-20.12b.

New Residents/Student Enrollment

The Board of Education recognizes that timelines for new construction, or the closing on existing homes, can be influenced by a multitude of factors beyond the purchaser's control. In an effort to provide a non-interrupted educational experience for children, the following guidelines for admission to the District prior to establishing residency may be followed at the discretion of the Superintendent or designee:

1. Parent/guardian must produce a copy of the signed purchase agreement and loan approval.
2. Parent/guardian must pay tuition prorated for the time prior to the anticipated date of closing plus one additional month. This check will be cashed and deposited in the District's account and is due one week prior to attendance of the student in the District.
3. An additional check equal to tuition for the balance of the school year is due one week prior to the student's attendance. This check will be cashed seven days after the projected closing date if the parties have not closed.
4. All tuition will be refunded once proof of residency has been provided. Proof of residency must include final property closing documents.
5. Transportation to and from school will not be provided by the school district.
6. No student will be accepted under these provisions if the closing date of the home is projected to be after January 1–October 1 of any school year ~~without~~ unless prior Board approval is received.

LEGAL REF.: McKinney-~~Vento~~ Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/10-20.12a, 5/10-20.12b, and 5/10-22.5.
105 ILCS 45/ ~~and 70/~~
23 Ill.Admin.Code §1.240.
Israel S. by Owens v. Board of Educ. of Oak Park and River Forest High School
Dist. 200, 601 N.E.2d 1264 (Ill.App.1, 1992).
Joel R. v. Board of Education of Manheim School District 83, 686 N.E.2d 650
(Ill.App.1, 1997).
Kraut v. Rachford, 366 N.E.2d 497 (Ill.App.1, 1977).

CROSS REF.: ~~6:15 (School Accountability containing "School Choice for Students Enrolled in a~~
~~School Identified for Improvement, Corrective Action, or Restructuring")~~; 6:140
(Education of Homeless Children), 7:50 (School Admissions and Student
Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

ADOPTED: November 18, 1999

REVISED: February 5, 2004; October 21, 2004; March 16, 2005; December 6, 2005;
December 5, 2006; August 13, 2009; February 21, 2013; December 15, 2016

Golf School District 67

Board of Education Regular Meeting December 14, 2016

10. ITEMS FOR ACTION

10.1 Approve 2017-2018 School Fees

The administration has reviewed the fee schedule and is recommending the following student fees for the 2017-2018 school year.

This report aligns to:

Strategic Plan Goal 3: Financial Stewardship

Strategy: Fund Balances - Establish a working financial system that meets the instructional, maintenance, and long-term financial needs of the district

POSSIBLE MOTION:

I move that the Board of Education of Golf School District 67 approve the student fees for the 2017-2018 school year as presented.

ROLL CALL



Golf School District 67
9401 Waukegan Road
Morton Grove, Illinois
60053-1353

Christine A. Hoffman
 Business Manager

Business Office
847.966.8200 ext. 322

Bookkeeper
847.966.8200 ext. 240

Director of
 Buildings and Grounds
847.966.8200 ext. 245

Fax
847.966.8290

E-mail
choffman@golf67.net

Date: December 6, 2016
To: Dr. Beth Flores and Board of Education
From: Christine A. Hoffman
Subject: Student Fee Schedule 2017-2018

Introduction

Each year we bring to the Board for consideration the school fees for the following school year. It is important to set fees at this time because work will begin on setting the budget for the next school year, and this will provide the ability to determine one of the District's revenue sources. It is also important to set the fees because the District will begin registering students at the end of January.

Situation

Below I have completed a table with a summary of fees with a four-year analysis. When reviewing the current fee structure, the District considered the following information before calculating the fees. These considerations are as follows:

1. Student fees will be relatively flat for four years.
2. The current economic condition.
3. The District will work with a third-party administrator to establish a one-to-one technology program fee.

Requirements

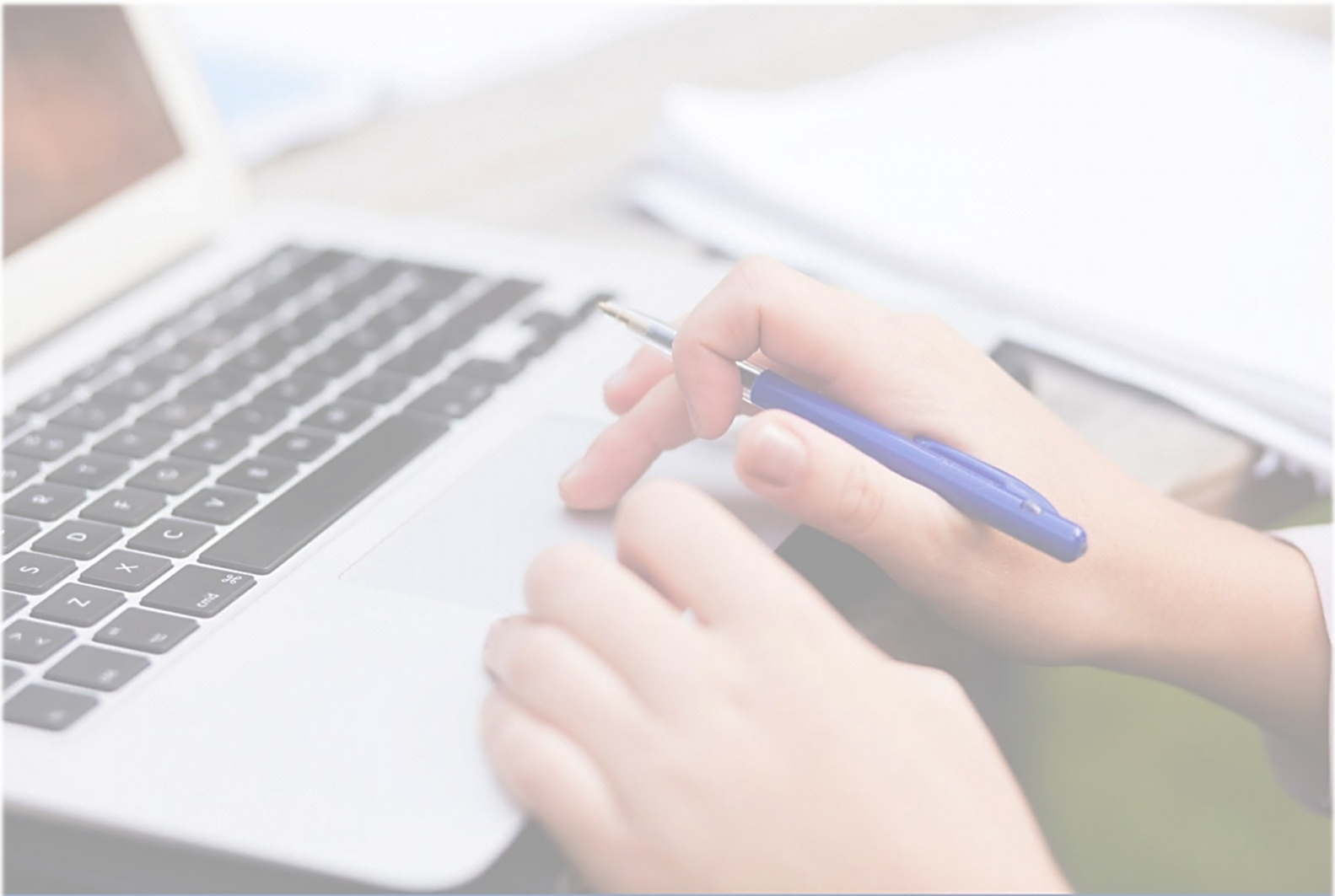
- All fees must be paid in full at time of registration.
- Fees not paid by May 8th will be subject to a \$25.00 per student late fee. Maximum of \$75.00 per family.
- Parents who are unable to pay educational fees due to hardship have the affordance of completing a "Fee Waiver Request" form. This would not include transportation fees.

Golf School District 67 Fee	2017-18	2016-17	2015-16	2014-15
Registration (Family Max \$450)	\$150.00	\$150.00	\$150.00	\$150.00
Kindergarten Enrichment	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Pre-School Tuition	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Transportation (2 riders \$220//Max \$270)	\$150.00	\$150.00	\$0	\$0
Non-refundable admin fee	\$25.00	\$0	\$0	\$0
Lunch	\$2.80	\$2.75	\$2.75	\$2.50
Milk	\$0.40	\$0.40	\$0.40	\$0.40
Sports – After School Gym	\$25.00	\$25.00	\$25.00	\$25.00
Sports – Soccer	\$115.00	\$115.00	\$115.00	\$115.00
Sports – Volleyball	\$135.00	\$135.00	\$135.00	\$135.00
Sports - Basketball	\$190.00	\$190.00	\$190.00	\$190.00
Sports – Cheerleading	\$45.00	\$45.00	\$45.00	\$45.00
Clubs - Art Club	\$45.00	\$0	\$0	\$0
Clubs – Battle of the Books	\$45.00	\$45.00	\$45.00	\$45.00
Clubs – Volunteer Service (Golf)	\$45.00	\$45.00	\$45.00	\$45.00
Clubs – Volunteer Service (Hynes)	\$25.00	\$0	\$0	\$0
Clubs - World Traveler	\$25.00	\$25.00	\$25.00	\$25.00
Band/Chorus	\$60.00	\$60.00	\$60.00	\$60.00

Third-Party Administrator	2017-18	2016-17	2015-16	2014-15
Technology damage waiver (Family Max \$150)	\$50.00	\$0	\$0	\$0
Lost or Stolen deductible	\$50.00	\$0	\$0	\$0
Damage deductible (1 st , 2 nd , 3 rd incident)	\$20/30/40	\$0	\$0	\$0

Recommendation

The Administration is recommending that the Board of Education approve student fees for the 2017-2018 school term as presented in the above chart.



one2one
risk solutions

The Complete 1:1 Risk Management
Administrative Solution



Gallagher | SCHOLASTIC

Safeguarding Your Success

Introduction & Overview

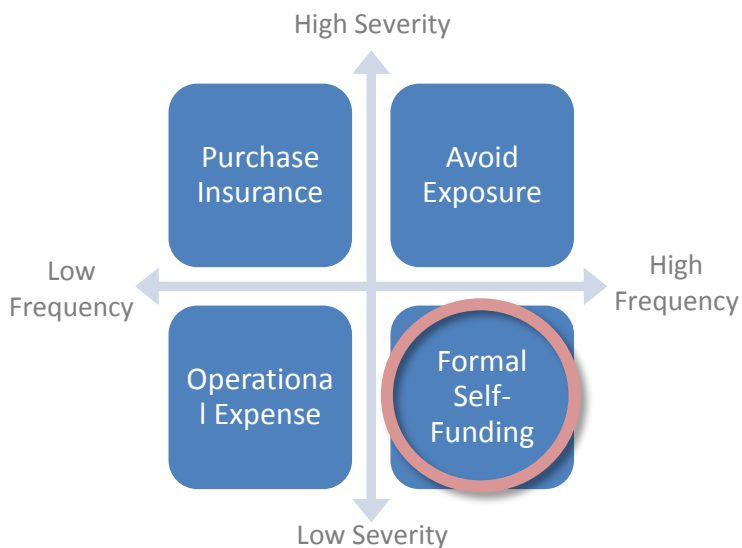
One2One Risk Solutions is a comprehensive web-based administrative platform designed to help you fund and manage accidental loss and damage to your school-issued 1:1 electronic devices. This innovative program brings your administrative team the tools they need to manage the enrollment, inventory, claims, and financial management functions of your 1:1 risk management program—all in one, integrated cloud solution.



One2One Risk Solutions was developed by Arthur J. Gallagher & Company's Scholastic Practice, the leader in education risk management, serving over 3,500 public school districts throughout the country. We worked closely on this project with one of our valued clients who was later awarded the International Association of School Business Official's 2013 Pinnacle Award for innovation in school business management for the design, financing and administration of his school's 1:1 program.

The result? One2One Risk Solutions brings together three main strategies to help you fund and manage your loss and damage program in the most organized and cost effective manner:

1. Self-Funding
2. Parent Damage Waiver
3. Integrated Platform



1. Self-Funding

Rather than purchase conventional insurance to protect devices issued to students, the exposure presented to your school in a 1:1 program is well-suited for a self-funded model. Insurance is best purchased where a low frequency of claims is expected, but high severity is possible. In other words, insurance makes sense when a potential loss might not be affordable or where it could have a significant impact on your budget. Self-funding is the opposite. It works best when claims may be higher in frequency, but the risk of an expensive claim is limited. 1:1 losses normally come one device at a time and when multiple devices are damaged in a single event such as a storm, fire or theft, your school's existing, master property insurance policy will cap the financial loss.

2. Parent Damage Waiver

Parents are directed by your school to the One2One Risk Solutions website to purchase a damage waiver, much like a collision damage waiver in the rental car industry, and that money is used by the school to fund losses as they occur. It takes wonderful advantage of the cost efficiency of the self-funded model and also provides your school with a reasonable source of capital to pay for losses when they happen. And by having individual families retain financial responsibility for the device, the risk is held by those who are in most control of how the device will be treated—a proven risk management principle.

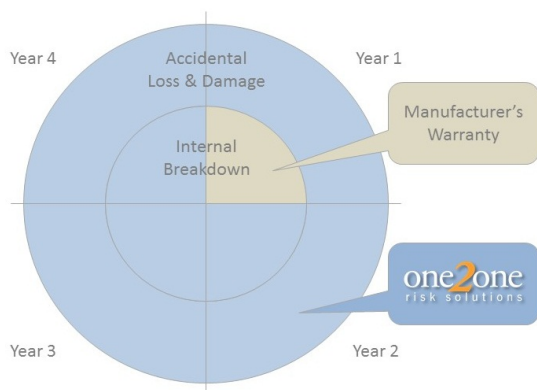


So, what do families receive in exchange for purchasing a damage waiver? In the event of a loss, they will cap their financial obligation to a reasonable deductible set by your school, instead of bearing the full weight of the loss or damage. This model has been working exceedingly well across the country and it is our experience that parents both understand and can appreciate that they have a fiscal responsibility to keep the device safe.

Electronic device manufacturers will normally provide a one-year warranty for internal defects and breakdown. Your One2One Risk Solutions funding program will then wrap around the manufacturer's internal breakdown warranty and provide coverage for accidental loss and damage, not covered by the warranty, for the full life of the device. But the funding program can also be designed to fill in where the manufacturer's internal breakdown warranty leaves off after year one, providing even more savings over the purchase of an extended warranty.



No matter how One2One Risk Solutions is used, substantial savings can be seen through self-funding accidental loss and damage versus purchasing commercial device insurance, and even further savings can be realized by forgoing any extended warranty through the manufacturer.



And all types of electronic devices can be covered by the program. Since it is self-funded and completely flexible, it doesn't matter as much what is being covered, as much as how the loss program is being funded.

3. Integrated Platform

There are many benefits to implementing a self-funded, parent damage waiver model, but those advantages grow substantially when a web-based administrative platform is added that allows your team to manage all aspects of the program with one system. This is the One2One Risk Solutions advantage.

| It offers cloud-based administration from collection of the parent damage waivers, to claims management, to financial accountability and controls – all in a completely paperless environment designed to enhance IT productivity.



Cloud-Based Administration

- ✓ Provides District with comprehensive administrative platform to manage 1:1 program loss & damage
- ✓ Promotes self-funded model through collection of parental damage waivers
- ✓ Strong administrative tools & reporting
- ✓ Builds in financial accountability & controls
- ✓ Allows for completely paperless processes & administration
- ✓ Enhances IT productivity



Flexibility & Control

- ✓ District has immediate access to funds to pay for repair & replacement
- ✓ Damage waiver charge & deductible selection completely in District control including flexibility to adjust for free or reduced lunch students
- ✓ Ability to adjust rates each year based on program performance
- ✓ No requirement to wait on insurance company for claim adjudication

| The platform also offers complete flexibility and control over details of the damage waiver and deductibles with many schools opting to adjust terms for students in the free or reduced lunch program.

| Third party payment collection shifts the burden of collecting parent damage waiver and deductible payments over to the system where credit card, debit cards and online checks are accepted. An innovative pre-paid card system can also be utilized for parents who may only pay with cash.



Third Party Payment Collection

- ✓ District instructs parents to register assigned device on website, acknowledge District technology policies & pay damage waiver fee
- ✓ System accepts credit & debit cards, online checks & cash through pre-paid card system
- ✓ No burden on District to collect funds
- ✓ Follow-up communications to parents through system



Financial Rewards

- ✓ Self-funded model can produce substantial cost savings
- ✓ Model appropriately assigns financial responsibility to families where care, custody & control lies
- ✓ Savings may grow dramatically through self-funding extended warranty exposure

| There are many financial rewards available through implementation of the self-funded model and financial responsibility is appropriately assigned to parents and students where control of the device lies.

| One2One Risk Solutions minimizes the expense of the program to parents over passing on the cost of traditional device insurance. It also gives them peace of mind that damage to the device will be covered after just a modest deductible.

| The program encourages student responsibility and citizenship through the financial investment involved in purchasing a damage waiver and application of a reasonable deductible in the event of a loss.



Encourages Student Responsibility

- ✓ Program promotes student responsibility & citizenship through financial investment in loss & damage
- ✓ Student deductible provisions keep incentives aligned
- ✓ Loss prevention training & proper device handling encouraged



Minimizes Parent Costs

- ✓ District cost savings can be passed on to families
- ✓ Saves parents up to 50% off commercial insurance costs
- ✓ Damage waiver concept brings peace of mind by shielding families from entire risk of loss or damage



Supports Academic Success

- ✓ Minimizes device downtime through streamlined repair process
- ✓ Program savings can easily fund extra devices for loaner program
- ✓ Allows flexibility in IT staffing
- ✓ Opportunity for student engagement
- ✓ Promotes administrator focus on academics instead of recovery

| It supports academic success by minimizing device downtime, providing more opportunity for student engagement, and leaving school officials with more time to focus on the academic side of their 1:1 initiative.

| The system also has inventory and tracking features that may serve as a school's primary 1:1 device inventory and includes access to its robust administrative functionality and reporting.



Inventory & Tracking

- ✓ Platform provides District a full 1:1 inventory management system
- ✓ Administrative access and reporting tools to evidence payment status
- ✓ Tracking software available for loss & theft recovery



No-Hassle Claims Process

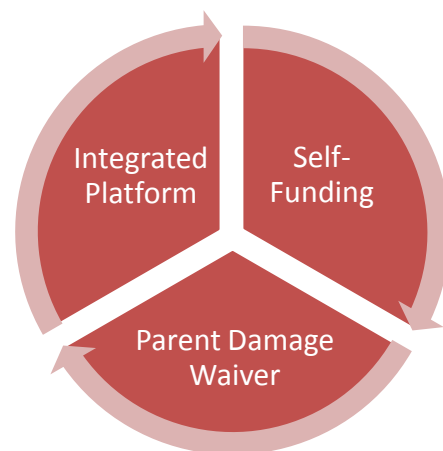
- ✓ No surprises from uncovered or unfunded claims
- ✓ No debating of coverage issues
- ✓ Repairs can begin immediately
- ✓ No risk of policy cancellation
- ✓ Deductibles charged to parents through the platform
- ✓ System tracks claims & claim trends

| And the claims system built into One2One Risk Solutions offers IT administrators a platform to manage and track claims, and automatically bills parents the agreed deductible through a system email. The email simply directs them back to the website where they finish processing their claim and pay the deductible online.

Putting It All Together

Combining the three strategies of self-funding, use of a parent damage waiver, and making it all work through a seamless, integrated system, gives you the best model, delivered by a proven company, and with the technology our clients love.

If our proven solution seems like it may fit well with your school's 1:1 initiative, or you just have questions, please do not hesitate to contact us for more information or an exploratory conference call. Let us show you what One2One Risk Solutions can do to enhance what you are building.



One2One Team Primary Contacts:

Luke Furuto

luke_furuto@ajg.com
314-800-2231

Steve Wightman

steve_wightman@ajg.com
314-800-2294

Golf School District 67

Program Summary

The institution is partnering with One2One Risk Solutions to provide accident protection for our technology initiative. Registering with One2one and purchasing a damage waiver will protect you from the cost to repair or replace your institution-issued device and limit your responsibility to a per-occurrence deductible, should a loss occur.

Program Pricing

Damage Waiver Cost *	\$ 50 / 20
Limit of Liability	\$ Replacement Cost

* the lower price is available to students in the free/reduced lunch program.

Coverage

Accidental Damage

Cracked Screens

Fire

Lightning

Liquid Damage

Electrical Surge

Computer peripherals

Damages to Loaner/Replacement Device

Loss/Theft*

*This claim requires a police report to be filed.

Effective Dates

Coverage extends from the date of purchase through the end of the school year.

Exclusions

Any dishonest, fraudulent, malicious or criminal acts

Any use not in accordance with District Acceptable Use Policies

Additional loss caused by the failure to use all reasonable means to protect the device after it has been damaged

Any loss to software, data, documents, music, videos, recordings or other personal information that I have placed on the device

Disappearance of the device not reported to local law enforcement

Annual Deductible Schedule

Accidental Damage Claim # 1	\$ 20
Accidental Damage Claim # 2	\$ 30
Accidental Damage Claim # 3	\$ 40
Lost or Stolen Claim	\$ 50

Program Details:

Thank you for your Participation!

Please visit www.one2onerisk.com
and select "Enroll my Device" to get started.

Golf School District 67

Board of Education Regular Meeting

December 14, 2016

10. ITEMS FOR ACTION

10.2 Adoption of Board Policies

The Policy Committee has reviewed the following policies and it is recommended they be adopted as reviewed/revised.

Policy No.	Policy Title
2:30	School District Elections
2:120	Board Member Development
2:200	Types of School Board Meetings
2:220	School Board Meeting Procedure
2:250	Access to District Public Records
3:40	Superintendent
3:50	Administrative Personnel Other Than the Superintendent
4:10	Fiscal and Business Management
4:55	Use of Credit and Procurement Cards
4:60	Purchases and Contracts
4:80	Accounting and Audits
4:110	Transportation
4:130	Free and Reduced-Price Food Services
4:150	Facility Management and Building Programs
4:170	Safety
4:175	Convicted Child Sex Offender; Screening; Notifications
5:10	Equal Employment Opportunity and Minority Recruitment
5:30	Hiring Process and Criteria
5:100	Staff Development Program
5:125	Personal Technology and Social Media; Usage and Conduct
5:185	Family and Medical Leave
5:190	Teacher Qualifications
5:250	Leaves of Absence
5:260	Student Teachers
5:280	Duties and Qualifications
5:330	Sick Days,, Vacation, Holidays and Leaves
6:15	School Accountability
6:50	School Wellness
6:60	Curriculum Content
6:140	Education of Homeless Children
6:145	Migrant Students
6:160	English Learners
6:170	Title I Programs
6:340	Student Testing and Assessment Program
7:15	Student and Family Privacy Rights
7:30	Student Assignment and Intra-District Transfer
7:50	School Admissions and Student Transfers To and From Non-District Schools
7:70	Attendance and Truancy
7:190	Student Behavior
7:250	Student Support Services
7:260	Exemption from Physical Education
7:305	Student Athlete Concussions and Head Injuries
7:310	Restrictions on Publications; Elementary Schools
7:340	Student Records
8:30	Visitors to and Conduct on School Property
8:70	Accommodating Individuals with Disabilities
8:100	Relations with Other Organizations and Agencies

POSSIBLE MOTION

I move that the Board of Education of Golf School District 67 waive the usual policy of having a first reading and adopt Board Policies presented as revised/reviewed.

ROLL CALL

Golf School District 67
Board of Education Regular Meeting
December 14, 2016

11. FINANCE REPORT

Christine Hoffman will present the finance report.



Golf School District 67
9401 Waukegan Road
Morton Grove, Illinois
60053-1353

Christine A. Hoffman
Business Manager

Business Office
847.966.8200 ext. 322

Bookkeeper
847.966.8200 ext. 240

Director of
Buildings and Grounds
847.966.8200 ext. 245

Fax
847.966.8290

E-mail
choffman@golf67.net

Date: December 5, 2016
To: Dr. Beth Flores and Board of Education
From: Christine A. Hoffman
Subject: Preliminary Statement of Position

Attached is the standard Statement of Position for the month ended November 30, 2016. This Position Statement has been compiled using preliminary data that is subject to adjustments by the Treasurer's Office and year-end fund balance adjustments that may occur during the fiscal year end auditing process.

Overview:

In reviewing our Operating Fund revenues it appears that we collected slightly less in revenues than last year's receipts at this time. Preliminary Operating Fund's revenue report appears to indicate that we have collected approximately 44% of revenues, relative to our budget. Preliminary Operating Fund expenditures through November are at 33.6% versus 32.7% of budget at this point last year.

Cash Position Statement:

The attached Cash Position Statement has three sections for each fund: revenues, expenditures, and fund balance including building bond revenues and related expenditures. November 2016 is expected to end with the following positions:

	All Funds	Operating Funds
Revenues to Date	\$4,965,412	\$4,345,905
Expenditures to Date	\$3,263,309	\$3,262,834
Fund Balances	\$8,885,467	\$7,312,299

The Revenues and Expenditures sections of the attached Cash Position Statement each show the current fiscal year 2017 budget, the actual 2017 fiscal year to date numbers through November and the percentage of the budget received or spent so far. Also, for comparison, the fourth column in each section shows the percentage of the prior budget received or spent at this point during the previous fiscal year to date.

The fund balance section shows the beginning balances that are matched to the current unaudited figures from the Township Treasurer's Reports for ending balances for fiscal year 2016. Next is the calculated current balance to date, the balances that were current at this time last year, and a calculated difference or change in position. Our overall fund balance as of the end of November including the remaining bond proceeds in the Capital Projects Fund is \$8,885,467. Also note that in the Operating Funds, we have collected 44% of anticipated revenues, while expenditures were only 34% of expended relative to the budget.

Golf School District 67
Preliminary Statement of Cash Position
As of November 30, 2016

	REVENUES					EXPENDITURES					FUND BALANCE			
FUND	Final FY 17 BUDGET	FY17 TO DATE	FY17 % of BGT. RECEIVED	PRIOR YR % of BGT. RECEIVED		Final FY 17 BUDGET	FY17 TO DATE	FY17 % of BGT. EXPENDED	PRIOR YR % of BGT. EXPENDED		BEGIN. BAL. FY17 July 1, 2016	FY17 TO DATE	PRIOR YR TO DATE	FY 17 vs. PRIOR YR TO DATE
EDUCATIONAL	7,954,933	3,571,440	44.9%	47.0%		7,815,105	2,501,622	32.0%	31.5%		2,987,507	4,057,324	3,361,730	695,594
O. & M.	1,007,500	513,706	51.0%	50.1%		1,021,765	520,488	50.9%	41.2%		1,369,675	1,362,893	1,438,116	-75,223
TRANSPORTATION	619,000	137,069	22.1%	36.3%		587,800	140,854	24.0%	33.8%		356,628	352,843	313,108	39,735
I.M.R.F.	326,900	113,553	34.7%	40.0%		280,958	99,870	35.5%	34.7%		75,853	89,537	48,369	41,168
WORKING CASH	25,900	10,137	39.1%	42.2%		0	0	0.0%	#DIV/0!		1,439,564	1,449,702	1,419,853	29,849
OPERATING FUNDS	9,934,233	4,345,905	43.7%	46.6%		9,705,628	3,262,834	33.6%	32.7%		6,229,227	7,312,299	6,581,176	731,123
LIFE/ SAFETY	0	0	0.0%	0.0%		0	0	0.0%	0.0%		0	0	0	0
TORT	0	0	0.0%	0.0%		0	0	0.0%	0.0%		0	0	0	0
DEBT SERVICE	1,221,000	618,806	50.7%	50.4%		1,154,500	475	0.0%	0.0%		849,222	1,467,553	1,339,250	128,303
CAPITAL PROJECTS	0	701	0.0%	0.0%		100,000	0	0.0%	2.9%		104,914	105,615	168,111	-62,496
	1,221,000	619,507	50.7%	50.5%		1,254,500	475	0.0%	0.4%		954,136	1,573,168	1,507,361	65,807
TOTAL	11,155,233	4,965,412	44.5%	47.1%		10,960,128	3,263,309	29.8%	28.7%		7,183,363	8,885,467	8,088,537	796,930

Golf School District 67

Board of Education Regular Meeting December 14, 2016

12. BOARD COMMITTEE REPORTS

- 12.1 Finance and Facilities
- 12.2 Niles Township District for Special Education
- 12.3 Classrooms First
- 12.4 Policy
- 12.5 Technology

13. ITEMS FOR INFORMATION

- 13.1 Freedom of Information Act (FOIA) Requests
 - One FOIA request was received this month and has been responded to within the mandated five business days.

- 13.2 Student Enrollment

Golf Middle School	289 students
Hynes Elementary School	374 students

<i>Total Enrollment</i>	<i>663 students</i>
--------------------------------	----------------------------

GOLF MIDDLE SCHOOL

REGULAR EDUCATION	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
5th Grade	69		68		68		67		67													
6th Grade	55		55		55		55		55													
7th Grade	61		61		62		62		62													
8th Grade	73		73		73		73		73													
TOTAL REGULAR EDUCATION	258		257		258		257		257		0		0		0		0		0		0	
SPECIAL EDUCATION	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
(District/Township)	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T
5th Grade	9	0	9	0	9	0	9	0	9	0												
6th Grade	8	2	8	2	8	2	8	2	8	2												
7th Grade	10	1	10	1	10	1	10	1	10	1												
8th Grade	2	0	2	0	2	0	2	0	2	0												
SUBTOTAL	29	3	29	3	29	3	29	3	29	3												
TOTAL SPECIAL ED.	32		32		32		32		32		0		0		0		0		0		0	
ALL STUDENTS	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
5th Grade	78		77		77		76		76		0		0		0		0		0		0	
6th Grade	65		65		65		65		65		0		0		0		0		0		0	
7th Grade	72		72		73		73		73		0		0		0		0		0		0	
8th Grade	75		75		75		75		75		0		0		0		0		0		0	
IN (Mobility)	21		0		1		0		0													
OUT (Mobility)	7		1		0		1		0													
GRAND TOTAL - ALL	290		289		290		289		289		0		0		0		0		0		0	

GOLF SCHOOL DISCTRICT 67
ENROLLMENT: 2016-2017 SCHOOL YEAR
HYNES ELEMENTARY SCHOOL

REGULAR EDUCATION	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE
Pre-K 3 PM	6	6	6	6	6						
Pre-K 4 AM	15	15	15	15	14						
Kindergarten AM/PM	55	54	56	56	55						
1st Grade	58	58	58	57	58						
2nd Grade	62	62	62	62	62						
3rd Grade	65	64	64	65	65						
4th Grade	76	76	76	77	77						
TOTAL REGULAR ED	337	335	337	338	337	0	0	0	0	0	0

SPECIAL EDUCATION	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
<i>(District/Township)</i>	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T	D	T
Pre-K 3 PM	4	1	4	1	4	1	4	1	4	2												
Pre-K 4 AM	4	1	4	1	4	1	4	1	4	1												
Kindergarten AM/PM	4	1	4	1	4	1	4	1	4	1												
1st Grade	1	1	1	1	1	1	1	1	1	1												
2nd Grade	4	2	4	2	4	2	4	2	4	2												
3rd Grade	7	1	7	1	7	1	7	1	7	1												
4th Grade	4	1	4	1	4	1	4	1	4	1												
TOTAL SPECIAL ED.	36		36		36		36		37		0		0		0		0		0		0	

0

ALL STUDENTS	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE
Pre-K 3 PM	11	11	11	11	12						
Pre-K 4 AM	20	20	20	20	19						
Kindergarten AM/PM	60	59	61	61	60						
1st Grade	60	60	60	59	60						
2nd Grade	68	68	68	68	68						
3rd Grade	73	72	72	73	73						
4th Grade	81	81	81	82	82						
<i>IN (Mobility)</i>	1	1	1	4	2						
<i>OUT (Mobility)</i>	0	2	0	3	1						
GRAND TOTAL - ALL	373	371	373	374	374	0	0	0	0	0	0

Golf School District 67
Board of Education Regular Meeting
December 14, 2016

14. BOARD MEMBER ANNOUNCEMENTS/OPEN FORUM

15. PUBLIC COMMENT (PLEASE LIMIT TO THREE MINUTES PER INDIVIDUAL)

Please state your name and limit your comments to 3 minutes.

16. ADJOURNMENT

POSSIBLE MOTION

I move that the Board of Education of Golf School District 67 adjourn the meeting.

VOICE VOTE

IMPORTANT DATES:

12/26/2016 – 1/6/2017 – Winter Break

1/16/2017 – Martin Luther King, Jr. Day – No School

1/19/2017 – Board Meeting – 6:30 pm
