

**Golf School District 67**

**Board of Education Regular Meeting**

**June 23, 2016 - 6:30 P.M.**

Golf School District 67–Library/Media Center

**AGENDA**

1. Call to Order – Roll Call 6:30 pm
2. Changes to the Agenda
3. Consent Agenda 6:35 pm
  - 3.1 Minutes
    - 3.1.1 May 19, 2016 Regular Meeting
    - 3.1.2 May 19, 2016 Closed Session Meeting
  - 3.2 May Financials
  - 3.3 Personnel
    - 3.3.1 Restructured Position – District Night Supervisor
4. Closed Session 6:40 pm
  - 4.1 The placement of individual students in special education programs and other matters relating to individual students. [5 ILCS 120/2(c)(10)]
5. Open Session 7:00 pm
6. Item for Action 7:05 pm
  - 6.1 Approve Hearing Officer's Recommendations regarding Residency
7. PTA Report 7:10 pm
8. Administrators' Reports 7:15 pm
9. Public Comment – *Please limit to three minutes per individual* 7:30 pm
10. Reorganization of the Board of Education 7:35 pm
11. Items for Action 7:40 pm
  - 11.1 Approve Director of Student Services/School Psychologist Contract
  - 11.2 Assignment of Finance and Facility Board Committee Member
  - 11.3 Adoption of Policy 4.150 - Facility Management and Building Programs
  - 11.4 Resolution for Prevailing Wage
  - 11.5 Resolution for Designation of Interest
  - 11.6 Resolution for the Permanent Transfer of Interest Earnings
12. Items for Discussion 8:00 pm
  - 12.1 Illinois State Funding
13. Items for Information 8:15 pm
  - 13.1 Freedom of Information Act (FOIA) Requests
  - 13.2 Student Enrollment
14. Finance Report 8:20 pm
15. Board Committee Reports 8:25 pm
  - 15.1 Finance and Facilities
  - 15.2 Niles Township District for Special Education
  - 15.3 Classrooms First
  - 15.4 Policy
16. Board Member Announcements/Open Forum 8:30 pm
17. Closed Session 8:35 pm
  - 17.1 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. [5 ILCS 120/2(c)(2)]
18. Open Session 8:45 pm
19. Item for Action 8:50 pm
  - 19.1 Approve Salary Increases for Administration and Non-Certified Staff
20. Adjournment 8:55 pm

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**1. CALL TO ORDER - ROLL CALL**

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**2. CHANGES TO THE AGENDA**

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**3. CONSENT AGENDA**

3.1 Minutes

3.1.1 May 19, 2016 Regular Meeting

3.1.2 May 19, 2016 Closed Session Meeting

3.2 May Financials

3.3 Personnel

3.3.1 Restructured Position – District Night Supervisor

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 approve the Consent Agenda for June 23, 2016.

**ROLL CALL**

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**3. CONSENT AGENDA**

3.1 Minutes

3.1.1 May 19, 2016 Regular Meeting

3.1.2 May 19, 2016 Closed Session Meeting

3.2 May Financials

Payroll expense – 5/6/2016	\$261,750.22	
Payroll expense – 5/20/2016	\$260,904.99	
Payroll expense – 5/27/2016 (Stipends)	\$46,024.84	
TOTAL MAY PAYROLL EXPENSE		\$568,680.05
TOTAL MAY ACCOUNTS PAYABLE		\$135,107.03
<b>GRAND TOTAL MAY PAYABLES</b>		<b>\$703,787.08</b>

3.3 Personnel

3.1.1 Restructured Position – District Night Supervisor

Mr. Luis Gonzalez is being recommended to serve as the District Night Supervisor.  
Mr. Gonzalez will receive an annual salary of \$52,000.

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**4. CLOSED SESSION**

The Board will move into closed session to discuss the following:

- 4.1 The placement of individual students in special education programs and other matters relating to individual students.

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 move into closed session to discuss the placement of individual students in special education programs and other matters relating to individual students.

**ROLL CALL**

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**5. OPEN SESSION**

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 return to open session.

**ROLL CALL**

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**6. ITEM FOR ACTION**

- 6.1 Approve hearing officer's recommendations regarding student residency.

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 approve the Hearing Officer's Recommendations regarding student residency.

**ROLL CALL**

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**7. PTA REPORT**

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**8. ADMINISTRATORS' REPORT**

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**9. PUBLIC COMMENT**

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

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**10. REORGANIZATION OF THE BOARD OF EDUCATION**

10.1 Election of Officer: Vice President

**President Toth:** Nominations are now in order for the office of **Vice-President**

**Member:** I nominate \_\_\_\_\_.

**Member:** I second the nomination.

**President Toth:** \_\_\_\_\_ is nominated. Are there any other nominations for the office of Vice-President?

**President Toth:** If there are no further nominations, nominations for the office of Vice-President are closed.

**President Toth:** \_\_\_\_\_ being the only candidate nominated for the office of Vice-President, the chair hereby declares him/her elected by acclamation and directs the recording secretary to record in the minutes.

Election of Officer: Secretary (if necessary)

**President Toth:** Nominations are now in order for the office of **Secretary**

**Member:** I nominate \_\_\_\_\_.

**Member:** I second the nomination.

**President Toth:** \_\_\_\_\_ is nominated. Are there any other nominations for the office of Secretary?

**President Toth:** If there are no further nominations, nominations for the office of Secretary are closed.

**President Toth:** \_\_\_\_\_ being the only candidate nominated for the office of Secretary, the chair hereby declares him/her elected by acclamation and directs the recording secretary to record in the minutes.

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**11. ITEMS FOR ACTION**

11.1 Approve Director of Student Services/School Psychologist Contract

Mrs. Lynn Kurokawa is being recommended to serve as the Director of Student Services/School Psychologist for Golf School District 67. Mrs. Kurokawa received her Bachelor of Arts Degree in Psychology from Northeastern Illinois University, her Masters of Educational Psychology from National-Louis University and her Type 75 Certification from Concordia University. Mrs. Kurokawa will receive an annual salary of \$85,000.

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 approve a one year employment contract for Lynn Kurokawa for the period of July 1, 2016 through June 30, 2017 at an annual salary of \$85,000.00.

**ROLL CALL**

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**11. ITEMS FOR ACTION**

11.2 Assignment of Finance and Facility Board Committee Member

Thomas Sikoral has been a member of the Finance and Facilities Board Committee since 2013. A vacancy now exists in this committee with the resignation of Thomas Sikoral.

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 elect \_\_\_\_\_ to serve as the new representative on the Finance and Facilities Board Committee for the 2016-2017 school year.

**ROLL CALL**



**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**11. ITEMS FOR ACTION**

**11.3 Adoption of Policy 4.150 - Facility Management and Building Programs**

Dr. Flores and the Board of Education discussed Policy 4.150 at the May 19, 2016 meeting. The policy has been included for a second reading and adoption this evening.

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 adopt Board Policy 4.150 as revised/reviewed.

**ROLL CALL**

## Operational Services

### **Facility Management and Building Programs**

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable School Board policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the ~~Illinois State Board of Education~~ Regional Superintendent-designee and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

#### **Standards for Managing Buildings and Grounds**

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed ~~\$12,500~~ \$50,000.00, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

#### **Standards for Green Cleaning**

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

#### **Standards for Facility Construction and Building Programs**

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection.

LEGAL REF.:	42 U.S.C. §12101 <u>et seq.</u> 20 ILCS 3130/, Green Buildings Act. 105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/17-2.11, 140/, and 230/. 410 ILCS 25/, Environmental Barriers Act. 820 ILCS 130/, Prevailing Wage Act. 23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools. 71 Ill.Admin.Code Part 400, Illinois Accessibility Code.
CROSS REF.:	2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)
ADOPTED:	September 20, 1984
REVIEWED:	August 19, 1999
REVISED:	December 5, 2006; May 20, 2010; June 26, 2012; February 19, 2015; <u>June 23, 2016</u>
COMMENT:	Partial conforms to PRESS with the exception of Superintendent's naming authority.

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**11. ITEMS FOR ACTION**

11.4 Resolution for Prevailing Wage

By law, public school districts in the State of Illinois are required to adopt Prevailing Wage Rates. The Board of Education should adopt the resolution no later than June 30<sup>th</sup> of each year and then file with the Secretary of State and the Illinois Department of Labor. The Illinois Department of Labor Wage Rates for Cook County Report for June 2016 is attached.

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 adopt the attached Resolution Adopting the Prevailing Wage Rates for Laborers, Workmen and Mechanics Employed on Public Works of Golf School District 67, Cook County, Illinois, as written.

**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: June 13, 2016**  
**To: Dr. Beth Flores and Board of Education**  
**From: Christine A. Hoffman**  
**Subject: Prevailing Wage Rate Resolution**

**Background:**

By law, public school districts in the State of Illinois are required to adopt Prevailing Wage Rates. The school code specifically requiring said action is 820 ILCS 130/0.01. The Board of Education should adopt the Prevailing Wage Rate resolution no later than June 30<sup>th</sup> of each year.

**Situation:**

Upon adoption of the attached Prevailing Wage Rate resolution the Board is required to publish in a local newspaper notice of adoption of the prevailing wage rates. A signed copy of the resolution must be filed with the Secretary of State and the Illinois Department of Labor. For your convenience I have attached the Illinois Department of Labor Wage Rates report for Cook County for June 2016.

**Recommendation:**

It is the Administration's recommendation that the Board of Education of Golf School District 67 adopt the attached Resolution Adopting the Prevailing Wage Rates for Laborers, Workmen and Mechanics Employed on Public Works of Golf School District 67, Cook County, Illinois, as written.

## **RESOLUTION AUTHORIZING ADOPTION OF PREVAILING WAGE RATES**

WHEREAS, the State of Illinois has enacted "an Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works"; and

WHEREAS, the aforesaid Act requires that the Board of Education of Golf School District No.67, Cook County, Illinois, investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said School District employed in performing construction of public works, for Golf School District No.67 .

### **NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO.67, as follows:**

**Section 1:** To the extent and as required by "an Act regulating wages of laborers, mechanics and other workers employed in any public works by State, county, city or any public body or any, political subdivision or by anyone under contract for public works," the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of Golf School District No.67 is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Cook County area as determined by the Department of Labor of the State of Illinois as of June of each year. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the public body. The definition of any terms appearing in this Resolution which are also used in aforesaid Act shall be the same as in said Act.

**Section 2:** Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of School District No. 67 to the extent required by the aforesaid Act.

**Section 3:** The Secretary of the Board of Education shall publicly post or keep available for inspection by any interested party in the main office of School District No 67 this determination of such prevailing rate of wages or any revisions of such prevailing rate of wages. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

**Section 4:** The Secretary of the Board of Education shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

**Sections 5:** The Secretary of the Board of Education shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

**Section 6:** The Secretary of the Board of Education shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

**ADOPTED** This 23<sup>rd</sup> day of June, 2016 by the following roll call vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent: \_\_\_\_\_

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President, Board of Education

ATTEST:

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Secretary, Board of Education

STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK        )

**CERTIFICATION OF RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Golf School District No. 67, Cook County, Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION  
ADOPTION OF PREVAILING WAGE RATES  
FOR FISCAL YEAR 2016- 2017**

As adopted by the Board at its meeting held on the 23<sup>rd</sup> day of June, 2016.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 23<sup>rd</sup> day of June, 2016.

\_\_\_\_\_  
Secretary, Board of Education

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**11. ITEMS FOR ACTION**

**11.5 Resolution for Designation of Interest**

Because of a change in the Illinois Administrative Code, it is necessary for school districts to pass an annual resolution to retain accrued or earned investment income in funds as interest. According to the state code, if such a resolution is not passed investment earnings revert from interest to principal at the end of each fiscal year. Interest earnings are available for transfer by a formal board resolution process to where the dollars are most needed. This flexibility, in most cases, is lost or greatly inhibited if the interest is allowed to revert to principal under the new wording in the Administrative Code. Therefore, the administration recommends a resolution such as the one attached be passed each year to help the Board retain budgeting flexibility.

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 approve the attached resolution as written to allow the Board of Education to designate all earned and accrued investment and bank interest earnings as interest and not as principal balance for the coming and all prior fiscal years and further move to maintain a record of such earnings as stipulated in the resolution.

**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  
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Director of  
Buildings and Grounds  
**847.966.8200 ext. 245**

Fax  
**847.966.8290**

E-mail  
**choffman@golf67.net**

**Date:** June 7, 2016  
**To:** Dr. Beth Flores and Board of Education  
**From:** Christine A. Hoffman  
**Subject:** Designation of Interest

**Background:**

Due to a change in the Illinois Administrative Code (23 Ill. Administrative Code 100.50(a)(4)), it is now necessary for school districts to pass an annual resolution to retain accrued or earned investment income in funds as interest. According to the state code, if such a resolution is not passed investment earnings revert from interest to principal at the end of each fiscal year. Interest earnings are available for transfer by a formal board resolution process to where the dollars are most needed. This flexibility, in most cases, is lost or greatly inhibited if the interest is allowed to revert to principal under the wording in the Administrative Code.

**Situation:**

Recognizing the designation of interest gives the Board of Education the authority to “ earmark ” interest earned and later the flexibility to transfer this earned income to a fund in most need. The legal exception to this rule is that the Board cannot transfer interest from any of the following funds: (1) Tort Immunity; (2) IMRF; (3) Life Safety; or (4) Capital Improvements.

**Recommendation:**

The Administration recommends that the Board of Education of Golf School District 67 approve the attached resolution as written to allow the Board of Education to designate all earned and accrued investment and bank interest earnings as interest and not as principal balance for the coming and all prior fiscal years and further move to maintain a record of such earnings as stipulated in the resolution.

**RESOLUTION  
DESIGNATING INTEREST EARNINGS  
FOR FISCAL YEAR 2015 - 2016**

**WHEREAS**, by regulation (23 Ill. Administrative Code 100.50(a)(4)), the Illinois State Board of Education specifies that, unless a statute or school board resolution provides otherwise, interest earnings on school district funds shall be added to and become part of principal as of June 30 of each fiscal year;

**WHEREAS**, this Board wishes to retain the option of later transferring some or all of the interest earned during this fiscal year and previous fiscal years under Section 10-22.44 of the School Code (105 ILCS 5/10-22.44);

**NOW**, THEREFORE, Be It Resolved by the Board of Education of Golf School District No. 67, Cook County, Illinois, as follows:

1. All interest earned in each fund of this School District during the current fiscal year is hereby designated as interest and not as the principal balance in that fund for the fiscal year beginning July 1, 2016, and is subject to being transferred as interest to the extent permitted by law.

2. All interest earned in each fund of this School District during any prior fiscal year and retained in the School District fund for which it accrued is hereby designated as interest and not as part of the principal balance in that fund for the fiscal year beginning July 1, 2016, and is subject to being transferred as interest to the extent permitted by law.

3. The School District Treasurer is directed to maintain a record of the total of all interest earnings so designated for each School District fund as of July 1, 2016, and to provide a report of that record to the Board.

4. This resolution shall take effect upon its adoption.

BOARD OF EDUCATION  
GOLF SCHOOL DISTRICT NO. 67,  
COOK COUNTY, ILLNOIS

AYE: \_\_\_\_\_ Nay: \_\_\_\_\_ ABESENT: \_\_\_\_\_

By: \_\_\_\_\_  
President, Board of Education

Attest: \_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK        )

**CERTIFICATION OF RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Golf School District No. 67, Cook County, Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION  
DESIGNATING INTEREST EARNINGS  
FOR FISCAL YEAR 2015- 2016**

As adopted by the Board at its meeting held on the 23<sup>rd</sup> day of June, 2016.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 23<sup>rd</sup> day of June, 2016.

\_\_\_\_\_  
Secretary, Board of Education

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**11. ITEMS FOR ACTION**

**11.6 Resolution for the Permanent Transfer of Interest Earnings**

Each year, the Board of Education has the ability to transfer interest earned from the investments to a fund where that investment income is most needed. It is recommended to transfer the interest earned from Working Cash and Debt Services resources during Fiscal Year 2016 to the Operation and Maintenance Fund.

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 approve the attached Resolutions, as written, to authorize the Treasurer to permanently transfer Fiscal Year 2016 Working Cash Fund interest income in the estimated amount of \$22,000 to the Operation and Maintenance Fund and to permanently transfer Fiscal Year 2016 Debt Service Fund interest income in the estimated amount of \$15,000 to the Operation and Maintenance Fund in full accordance with Illinois statutes.

**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  
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Director of  
Buildings and Grounds  
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**choffman@golf67.net**

**Date: June 7, 2016**  
**To: Dr. Beth Flores and Board of Education**  
**From: Christine A. Hoffman**  
**Subject: Permanent Transfer of Interest**

**Background:**

In pursuant to Section 20-5 of the Illinois School Code (105 ILCS 5/20-5), the School Treasurer of Golf School District 67 can permanently transfer earned interest income from various funds. Taking advantage of this School Code allows the District the ability to transfer revenues into funds of most financial need.

**Situation:**

There will be two permanent interest fund transactions. The first transaction is a transfer of interest income from the Working Cash Fund to the Operation and Maintenance Fund (O&M). The second transaction is a transfer of interest income from the Debt Service Fund to the Operation and Maintenance Fund (O&M). Transferring the interest will assist the District in maintaining the fund balances in said funds. The amounts that are presented on the resolutions are projected amounts because the District has not received the final bank statements for June 2016. The resolutions have been worded to incorporate said situation.

**Recommendation:**

The Administration recommends that the Board of Education of Golf School District 67 approve the attached resolutions as written to authorize the School Treasurer to permanently transfer Fiscal Year 2016 Working Cash Fund interest income in the estimated amount of \$22,000 to the Operation and Maintenance Fund and to permanently transfer Fiscal Year 2016 Debt Service Fund interest income in the estimated amount of \$15,000 to the Operation and Maintenance Fund in full accordance with Illinois statutes.

**RESOLUTION AUTHORIZING TRANSFER OF INTEREST  
FROM THE WORKING CASH FUND  
TO THE OPERATION AND MAINTENANCE FUND**

**WHEREAS**, the Board of Education (“Board”) of Golf School District No. 67, Cook County, Illinois (“District”), is authorized by Section 20-5 of the *School Code* (105 ILCS 5/20-5) to transfer interest earned in the Working Cash Fund to another fund of the District that is most in need of the interest; and

**WHEREAS**, the Board believes it is in the best interest of the District to transfer interest earned in the Working Cash Fund to the Operation and Maintenance Fund for the purpose of meeting and defraying ordinary and necessary expenses of the Operation and Maintenance Fund in accordance with Section 20-5 of the *School Code* (105 ILCS 5/20-5) and Section 9 of the *Local Government Debt Reform Act* (30 ILCS 350/9).

**WHEREAS**, the Board of Education finds that the Operation and Maintenance Fund is the fund most in need of such interest.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Golf School District No. 67, Cook County, Illinois as follows:

**Section 1.** The recitals set forth hereinabove are incorporated in this Section as if set forth in full.

**Section 2.** All interest earned in the Working Cash Fund for the 2015-16 fiscal year, which is currently estimated to be \$22,000, and which shall include all interest earned in said Working Cash Fund through June 30, 2016, shall be transferred from the Working Cash Fund to the Operation and Maintenance Fund, in accordance with Section 20-5 of the *School Code* (105 ILCS 5/20-5) and Section 9 of the *Local Government Debt Reform Act* (30 ILCS 350/9).

**Section 3.** The Treasurer is directed to effectuate this transfer by June 30, 2016.

**Section 4.** This Resolution shall be effective forthwith upon its adoption.

**ADOPTED** this 23<sup>rd</sup> day of June, 2016, by the following roll-call vote:

**AYES:** \_\_\_\_\_ **NAYES:** \_\_\_\_\_ **ABSENT:** \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

**ATTEST:**

\_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                  ) SS  
COUNTY OF COOK        )

**CERTIFICATION OF RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Golf School District No. 67, Cook County, Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION  
TRANSER OF INTEREST  
FROM THE WORKING CASH RUND  
TO THE OPERATION AND MAINTENANCE FUND**

As adopted by the Board at its meeting held on the 23<sup>rd</sup> day of June, 2016.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 23<sup>rd</sup> day of June, 2016.

\_\_\_\_\_  
Secretary, Board of Education

**RESOLUTION AUTHORIZING TRANSFER OF INTEREST  
FROM THE DEBT SERVICE FUND  
TO THE OPERATION AND MAINTENANCE FUND**

**WHEREAS**, the Board of Education (“Board”) of Golf School District No. 67, Cook County, Illinois (“District”), is authorized by Section 20-5 of the *School Code* (105 ILCS 5/20-5) to transfer interest earned in the Debt Service Fund to another fund of the District that is most in need of the interest; and

**WHEREAS**, the Board believes it is in the best interest of the District to transfer interest earned in the Debt Service Fund to the Operation and Maintenance Fund for the purpose of meeting and defraying ordinary and necessary expenses of the Operation and Maintenance Fund in accordance with Section 20-5 of the *School Code* (105 ILCS 5/20-5) and Section 9 of the *Local Government Debt Reform Act* (30 ILCS 350/9).

**WHEREAS**, the Board of Education finds that the Operation and Maintenance Fund is the fund most in need of such interest.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Golf School District No. 67, Cook County, Illinois as follows:

**Section 1.** The recitals set forth hereinabove are incorporated in this Section as if set forth in full.

**Section 2.** All interest earned in the Debt Service Fund for the 2015-16 fiscal year, which is currently estimated to be \$15,000, and which shall include all interest earned in said Debt Service Fund through June 30, 2016, shall be transferred from the Debt Service Fund to the Operation and Maintenance Fund, in accordance with Section 20-5 of the *School Code* (105 ILCS 5/20-5) and Section 9 of the *Local Government Debt Reform Act* (30 ILCS 350/9).

**Section 3.** The Treasurer is directed to effectuate this transfer by June 30, 2016.

**Section 4.** This Resolution shall be effective forthwith upon its adoption.

**ADOPTED** this 23<sup>rd</sup> day of June, 2016, by the following roll-call vote:

**AYES:** \_\_\_\_\_ **NAYES:** \_\_\_\_\_ **ABSENT:** \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

**ATTEST:**

\_\_\_\_\_  
Secretary, Board of Education



STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK        )

**CERTIFICATION OF RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Golf School District No. 67, Cook County, Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION  
TRANSFER OF INTEREST  
FROM THE DEBT SERVICE FUND  
TO THE OPERATION AND MAINTENANCE FUND**

As adopted by the Board at its meeting held on the 23<sup>rd</sup> day of June, 2016.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 23<sup>rd</sup> day of June, 2016.

\_\_\_\_\_  
Secretary, Board of Education

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**12. ITEMS FOR DISCUSSION**

12.1 Illinois State Funding

The Illinois General Assembly and governor have not yet agreed on or passed a PK-12 education budget for the 2016-17 year. It is important that the Board discuss how Golf School District 67 will be affected by the lack of general state aid.

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**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 five business days.

13.2 Student Enrollment as of February 29, 2016

Golf Middle School	275 students
Hynes Elementary School	378 students

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<b><i>Total Enrollment</i></b>	<b><i>653 students</i></b>
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**GOLF SCHOOL DISCTRICT 67**  
**ENROLLMENT: 2015-2016 SCHOOL YEAR**  
**HYNES ELEMENTARY SCHOOL**

REGULAR EDUCATION	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE
Pre-K 3 PM	8	9	9	8	8	8	8	8	8	8	8
Pre-K 4 AM	8	8	8	8	8	8	8	8	8	8	8
Kindergarten AM/PM	51	51	52	51	51	51	50	50	50	51	51
1st Grade	62	62	62	62	61	62	61	61	61	61	61
2nd Grade	69	69	70	70	69	67	68	67	67	67	67
3rd Grade	76	76	77	77	77	79	80	78	79	78	78
4th Grade	68	68	67	67	67	67	67	67	67	67	67
<b>TOTAL REGULAR ED</b>	<b>342</b>	<b>343</b>	<b>345</b>	<b>343</b>	<b>341</b>	<b>342</b>	<b>342</b>	<b>339</b>	<b>340</b>	<b>340</b>	<b>340</b>

SPECIAL EDUCATION	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
<i>(District/Township)</i>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>
Pre-K 3 PM	2	2	2	3	3	3	3	3	3	2	3	2	3	2	3	2	3	2	3	2	3	2
Pre-K 4 AM	4	1	4	1	4	1	4	1	4	1	4	1	4	1	4	1	4	1	4	1	4	1
Kindergarten AM/PM	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
1st Grade	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
2nd Grade	3	1	3	1	3	1	3	1	3	1	5	1	5	1	5	1	5	1	5	1	5	1
3rd Grade	5	1	5	1	5	1	5	1	5	1	5	1	5	1	5	1	5	1	5	1	5	1
4th Grade	8	0	8	0	8	0	8	0	8	0	8	0	8	0	8	0	8	0	8	0	8	0
<b>TOTAL SPECIAL ED.</b>	<b>35</b>		<b>36</b>		<b>37</b>		<b>37</b>		<b>36</b>		<b>38</b>		<b>38</b>		<b>38</b>		<b>38</b>		<b>38</b>		<b>38</b>	

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ALL STUDENTS	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE
Pre-K 3 PM	12	14	15	14	13	13	13	13	13	13	13
Pre-K 4 AM	13	13	13	13	13	13	13	13	13	13	13
Kindergarten AM/PM	53	53	54	53	53	53	52	52	52	53	53
1st Grade	68	68	68	68	67	68	67	67	67	67	67
2nd Grade	73	73	74	74	73	73	74	73	73	73	73
3rd Grade	82	82	83	83	83	85	86	84	85	84	84
4th Grade	76	76	75	75	75	75	75	75	75	75	75
<i>IN (Mobility)</i>		6	4	0	0	4	4	1	1	1	0
<i>OUT (Mobility)</i>		4	1	2	3	1	4	4	0	1	0
<b>GRAND TOTAL - ALL</b>	<b>377</b>	<b>379</b>	<b>382</b>	<b>380</b>	<b>377</b>	<b>380</b>	<b>380</b>	<b>377</b>	<b>378</b>	<b>378</b>	<b>378</b>

**GOLF SCHOOL DISTRICT 67**  
**ENROLLMENT : 2015-2016 SCHOOL YEAR**  
**GOLF MIDDLE SCHOOL**

<b>REGULAR EDUCATION</b>	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
5th Grade	53		53		53		53		53		53		53		53		52		52		52	
6th Grade	60		60		60		59		58		58		57		57		57		57		57	
7th Grade	71		71		71		71		71		71		71		71		71		71		71	
8th Grade	69		69		69		71		71		72		72		72		72		72		72	
<b>TOTAL REGULAR EDUCATION</b>	253		253		253		254		253		254		253		253		252		252		252	
<b>SPECIAL EDUCATION</b>	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
<i>(District/Township)</i>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>	<b>D</b>	<b>T</b>
5th Grade	7	2	7	2	7	2	7	2	7	2	7	2	7	2	7	2	7	2	7	2	7	2
6th Grade	8	1	8	1	8	1	8	1	8	1	8	1	8	1	8	1	8	1	8	1	8	1
7th Grade	1	0	1	0	1	0	1	0	1	0	1	0	1	0	1	0	1	0	1	0	1	
8th Grade	4	0	4	0	4	0	4	0	4	0	4	0	4	0	4	0	4	0	4	0	4	
<b>SUBTOTAL</b>	20	3	20	3	20	3	20	3	20	3	20	3	20	3	20	3	20	3	20	3	20	3
<b>TOTAL SPECIAL ED.</b>	23		23		23		23		23		23		23		23		23		23		23	
<b>ALL STUDENTS</b>	AUG.		SEPT.		OCT.		NOV.		DEC.		JAN.		FEB.		MAR.		APR.		MAY		JUNE	
5th Grade	62		62		62		62		62		62		62		62		61		61		61	
6th Grade	69		69		69		68		67		67		66		66		66		66		66	
7th Grade	72		72		72		72		72		72		72		72		72		72		72	
8th Grade	73		73		73		75		75		76		76		76		76		76		76	
<i>IN (Mobility)</i>	24		1		0		2		0		1		0		0		0		0		0	
<i>OUT (Mobility)</i>	10		1		0		1		1		0		1		0		1		0		0	
<b>GRAND TOTAL - ALL</b>	276		276		276		277		276		277		276		276		275		275		275	

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**14. 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: June 6, 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 May 31, 2016. This Position Statement has been compiled using preliminary data that is subject to adjustments by the Treasurer's Office.

**Overview:**

In reviewing our Operating Fund revenues it appears that we collected considerably more in revenues than last year's receipts at this time. Preliminary Operating Fund's revenue report appears to indicate that we have collected approximately 105.2% of revenues, relative to our budget. Preliminary Operating Fund expenditures through May are at 82.1% versus 80.3% 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. May 2016 is expected to end with the following positions:

	All Funds	Operating Funds
Revenues to Date	\$10,811,299	\$9,583.417
Expenditures to Date	\$8,445,464	\$7,444.925
Fund Balances	\$8,590,476	\$7,442,259

The Revenues and Expenditures sections of the attached Cash Position Statement each show the current fiscal year 2016 budget, the actual 2016 fiscal year to date numbers through May 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 audited figures from the Township Treasurer's Reports for ending balances for fiscal year 2015. 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 May including the remaining bond proceeds in the Capital Projects Fund is \$8,590.476. Also note that in the Operating Funds, we have collected 105.2% of anticipated revenues, while expenditures were only 82.1% of expended relative to the budget.

Golf School District 67  
Preliminary Statement of Cash Position  
As of May 31, 2016

	REVENUES					EXPENDITURES					FUND BALANCE			
FUND	Final FY 16 BUDGET	FY16 TO DATE	FY16 % of BGT. RECEIVED	PRIOR YR % of BGT. RECEIVED		Final FY 16 BUDGET	FY16 TO DATE	FY16 % of BGT. EXPENDED	PRIOR YR % of BGT. EXPENDED		BEGIN. BAL. FY16 July 1, 2015	FY16 TO DATE	PRIOR YR TO DATE	FY 16 vs. PRIOR YR TO DATE
EDUCATIONAL	7,416,150	7,763,216	104.7%	99.0%		7,408,491	6,043,403	81.6%	80.3%		2,202,788	3,926,044	3,352,674	573,370
O. & M.	943,400	957,414	101.5%	106.0%		962,311	783,201	81.4%	78.3%		1,361,398	1,633,811	1,465,547	168,264
TRANSPORTATION	452,200	590,494	130.6%	100.9%		426,430	388,337	91.1%	88.1%		292,967	396,923	308,129	88,794
I.M.R.F.	270,700	252,950	93.4%	84.1%		268,044	229,984	85.8%	88.9%		33,225	56,192	59,875	-3,683
WORKING CASH	23,450	19,343	82.5%	71.4%		0	0	0.0%	0.0%		1,409,946	1,429,289	1,433,010	-3,721
OPERATING FUNDS	9,105,900	9,583,417	105.2%	99.2%		9,065,276	7,444,925	82.1%	80.3%		5,300,324	7,442,259	6,619,235	823,024
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	1,170,950	1,225,687	104.7%	101.7%		1,111,841	930,671	83.7%	79.1%		749,037	1,044,053	977,478	66,575
CAPITAL PROJECTS	0	2,195	0.0%	0.0%		170,000	69,868	41.1%	1.4%		171,837	104,164	291,851	-187,687
NON-OPERATING FUNDS	1,170,950	1,227,882	104.9%	102.1%		1,281,841	1,000,539	78.1%	63.7%		920,874	1,148,217	1,269,329	-121,112
TOTAL	10,276,850	10,811,299	105.2%	99.5%		10,347,117	8,445,464	81.6%	78.0%		6,221,198	8,590,476	7,888,564	701,912

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**15. BOARD COMMITTEE REPORTS**

- 15.1 Finance and Facilities
  - 15.2 Niles Township District for Special Education (NTDSE)
  - 15.3 Classrooms First
  - 15.4 Policy
- 

**16. BOARD MEMBER ANNOUNCEMENTS/OPEN FORUM**

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**17. CLOSED SESSION**

The Board will move into closed session to discuss the following:

- 17.1 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.

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 move into closed session 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.

**ROLL CALL**

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**18. OPEN SESSION**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 return to open session.

**ROLL CALL**



**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**29. ITEMS FOR ACTION**

19.1 Approve Salary Increases for Administration and Non-Certified Staff

**19.1.a**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 amend the contract between the Board and the Golf Middle School Principal to provide an annual salary of \$116,872.00 effective for the 2016-2017 school year.

**ROLL CALL**

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**19.1.b**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 amend the contract between the Board and the Hynes Elementary School Principal to provide an annual salary of \$127,401.00 effective for the 2016-2017 school year.

**ROLL CALL**

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**19.1.c**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 amend the contract between the Board and the Business Manager to provide an annual salary of \$76,500.00 effective for the 2016-2017 school year.

**ROLL CALL**

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**19.1.d**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 approve an increase in compensation for all non-certified employees, not employed under an employment contract, by 2% effective July 1, 2016.

**ROLL CALL**

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**19.1.e**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 approve an increase in compensation for Marie Scheithauer, not employed under an employment contract, at an hourly rate of \$18.75 effective July 1, 2016.

**ROLL CALL**

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**19.1.f**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 approve an increase in compensation for Spyridon Sintos-Mantelas, not employed under an employment contract, at an hourly rate of \$16.00 effective July 1, 2016.

**ROLL CALL**

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**19.1.g**

**POSSIBLE MOTION:**

I move that the Board of Education of Golf School District 67 approve a transportation coordinator stipend for Edie Riportella, not employed under an employment contract, at a yearly rate of \$10,000.00 effective July 1, 2016.

**ROLL CALL**

**Golf School District 67**  
**Board of Education Regular Meeting**  
**June 23, 2016**

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**21. ADJOURNMENT**

**POSSIBLE MOTION:** I move that the Board of Education of Golf School District 67 adjourn the meeting.

**VOICE VOTE**

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**IMPORTANT DATES:**

July Regular Meeting – July 21, 2016 – 6:30 pm