

Mount Prospect School District 57
Office of the Director of Technology

To: Dr. Elaine Aumiller
From: Trevor Hope, Director of Technology
Date: January 19, 2017
Re: Information- Technology Strategic Plan Update

Executive Summary:

As we look ahead, the district will need to continue to invest in technology upgrades, personnel, and professional development in order to meet the strategic objective for Key Success Factor #2 Coherent and Rigorous Programs and Services documented on the District 57 Strategic Plan.

Background:

The following are key areas of consideration:

Infrastructure:

The district's Wide Area Network (WAN) and Broadband contracts are up for renewal on July 1, 2017. Please see administration's recommendation in the Wide Area Network and Broadband Upgrade memo.

The intercom system at Lincoln needs to be replaced. The system is over 20 years old, obsolete and is broken with no parts available. The initial plan was to replace the system entirely at a cost of over \$120,000. Administration is recommending that a new system be installed and be integrated with existing infrastructure to mitigate costs. New estimates bring the project closer to \$34,000 and will work seamlessly with the existing Voice over Internet Protocol (VOIP) phone system already in place as well as with existing intercoms in the other three schools. This project is tentatively scheduled for summer of 2017 and should be completed before the 2017-18 school year.

Devices:

The need for computers in every classroom continues to grow to support everyday curriculum including exciting STEM initiatives such as coding and 3D printing going on throughout the district. The 1:1 Chromebook initiative at Lincoln has been positive thus far. The district plans to add 6th grade to the 1:1 plan in the 2017-18 school year making Lincoln completely 1:1 with Chromebooks.

The district is in the midst of a shift from Macbook Air student devices to Chromebooks for students at Fairview and Lions Park. Over the next two years,

Fairview and Lions Park will move to a 2:1 ratio (Student: Chromebook). This will increase availability to all classrooms.

As student devices are transitioned from Apple to Chromebook, staff devices will remain on the Apple platform for the time being. Due to Apple's planned phase out of the Macbook Air product line, administration is planning a switch to a 5-year replacement cycle for staff laptops as opposed to the current 4-year cycle to help control costs. With the phase out of the Macbook Air, staff laptop prices are expected to rise from \$1,000 per device to \$1,600 per device.

Personnel:

With more computers and technology in the classroom comes the need for added support and professional development. The district currently has .5 FTE technology integration coach at the elementary and primary levels. The .5 FTE coach position requires teacher certification and is shared between Westbrook, Fairview and Lions Park schools. This current configuration does not provide the amount of classroom and instructional support needed to adequately meet the needs of changing curriculums and added technology in every classroom. Administration is recommending the Board approve an increase to 1.5 FTE to allow a .5 FTE technology integration coach, certified staff, position at each elementary school. This increase is reflected in the 2017-18 staffing plan. Lincoln Middle School currently has a 1.0 FTE technology integration coach, certified staff position.

Attached to this memo is a projected 5-year technology budget. Hardware such as computers (student and teacher devices), networking equipment, copiers and projectors are included in the spreadsheet.

**Mount Prospect School District 57
Technology Hardware Equipment - 5 Year Cycle**

Project	Current FY	FY18	FY19	FY20	FY21	FY22
LN Classroom Computers	\$150,000	\$100,000	\$50,000	\$60,000	\$150,000	\$100,000
LN Staff Computers	\$5,000	\$20,000	\$15,000	\$10,000	\$15,000	\$15,000
LN Projectors	\$12,000	\$12,000	\$12,000	\$12,000	\$12,500	\$12,500
LN Copiers	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
LN Network Hardware	\$5,000	\$50,000	\$25,000	\$16,000	\$25,000	\$25,000
FV Classroom Computers	\$5,000	\$55,000	\$70,000	\$60,000	\$35,000	\$60,000
FV Staff Computers	\$30,000	\$10,000	\$15,000	\$25,000	\$5,000	\$5,000
FV Projectors	\$10,000	\$8,000	\$20,000	\$12,000	\$12,000	\$12,000
FV Copiers	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
FV Network Hardware	\$5,000	\$15,000	\$20,000	\$16,000	\$40,000	\$16,000
LP Classroom Computers	\$5,000	\$55,000	\$70,000	\$60,000	\$35,000	\$60,000
LP Staff Computers	\$25,000	\$10,000	\$15,000	\$25,000	\$5,000	\$5,000
LP Projectors	\$5,000	\$10,000	\$20,000	\$12,000	\$12,000	\$12,000
LP Copiers	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
LP Network Hardware	\$70,000	\$15,000	\$20,000	\$40,000	\$16,000	\$16,000
WB Classroom Computers	\$25,000	\$25,000	\$5,000	\$40,000	\$35,000	\$45,000
WB Staff Computers	\$15,000	\$10,000	\$25,000	\$10,000	\$10,000	\$10,000
WB Projectors	\$10,000	\$10,000	\$15,000	\$5,000	\$10,000	\$10,000
WB Copiers	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
WB Network Hardware	\$50,000	\$10,000	\$40,000	\$16,000	\$16,000	\$16,000
ADM Staff Computers	\$5,000	\$5,000	\$20,000	\$5,000	\$5,000	\$5,000
ADM Projectors	\$2,000	\$0	\$0	\$0	\$2,000	\$2,000
ADM Copiers	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
ADM Network Hardware	\$20,000	\$60,000	\$40,000	\$35,000	\$46,000	\$46,000
TOTAL COST	\$484,000	\$510,000	\$527,000	\$489,000	\$516,500	\$502,500

KSF	Strategic Objectives	Strategic Challenges	Related Key Goals	Key Action Plans
	Utilize tech to support climate and communications	1) Training on use of communication tools 2) Access information 3) Infrastructure	4a) Maintain effective two-way communications systems that provide timely information and matches the community's need to know	1. Update websites a) Continue to enhance school websites with current information that is both timely and relevant (ST/LT) 2. Automate school-home communication where appropriate a) Increase parent input and use of PowerSchool Parent Portal (LT) 3. Continue to monitor online tools to facilitate community input (LT)
	Utilize tech to design & deliver coherent and rigorous programs and services	1) Staff training 2) Infrastructure 3) Access to tech 4) Instructional time	2a) Develop and document a curriculum review process that includes a multi-year review calendar with 5 year projections 2b) Revise the District Technology Plan for curricular and financial implications	1. Include technology standards alignment in curriculum adoption a) Evaluate content accessibility (LT) 2. Increase student contact and use of information devices (LT) a) Investigate the use of online student portfolio's (LT) i. Possible use with student conferences ii. Possible use to support literacy development b) Build upon development and use of Google Apps for Education (ST/LT) i. Increase use from home/outside of core curricular areas at elementary level (LT) ii. 3. Assess student technology standards achievement (LT) a) Use technology to produce and publish writing and to interact and collaborate with others including research projects b) Integrate and evaluate content presented in diverse formats and media including STEM such as maker spaces, 3D printing c) Investigate possible use of virtual reality in the classroom d) Make strategic use of digital media and visual displays of data to express information and enhance understanding e) Participate in coding activities that enable students to explore the world of computer science and expand their critical thinking skills 4. Continue technology stakeholder committee to receive input on long-range planning, staff development and curriculum planning in regards to technology including collaboration with Assistive Tech Team, LRC Directors and Technology staff (ST/LT) a) Plan for Microsoft Office upgrade, version 2008 to 2016 for staff

<p>Utilize tech to support highly qualified staff</p>	<p>1) Time for Training: Staff training needs to happen during the day or using flexible methods 2) Staff Support: Current instructional support staff level cannot meet demand</p>	<p>5c) Build professional development plan to implement the District programs and services to ensure staff are knowledgeable</p>	<p>1. Investigate options for increasing staff development opportunities (LT) 2. Support tech-coach position in schools a) Short term plans within the district should include additional building specific technology coaches in grades K-5, to promote the planning, integration and staff training of technology standards (ST) 3. Update curricular map of technology tools (ST/LT) b) Continue the enhancement of technology map/guiding document that correlates technology use, products and integration with current curriculum (ST/LT)</p>
<p>Utilize tech to maximize connectivity in/beyond classroom</p>	<p>1) Low technology support staffing to computer ratio 2) Lack of training time for staff</p>	<p>Maintain facilities that are updated and safe to support learning environments</p>	<p>1. Standardized process for evaluating technology purchases (LT) a) Impact on technology standards b) Total Cost of Ownership c) Support capability 2. Computer Replacement (ST/LT) a) Continue staff replacement plan (4-year cycle) for FY 2018 and move to 5-year cycle starting FY 2019 (1) FY 2018: 50 (2) FY 2019: 55 (3) FY 2020: 70 b) Continue student replacement plan (4-year cycle) i) Continue transition from classroom Apple Macbooks to Google Chromebooks for Students for true 2:1 classroom ratio at Fairview and Lions Park (1) FY 2018: 350 (2) FY 2019: 400 (3) FY 2020: 400 3. Repair and/or replace Lincoln PA system (ST) a) Work planned for Summer 2017 4. Plan for needed network infrastructure upgrades across district (LT/ST) a) Core switch upgrades across district (ST) 5. Continue investigation of options for eliminating computer labs, expanding mobile technology (ST) a) Continue and expand use of low-cost Google Chrome devices 6. Upgrade bandwidth and district Wide Area Network (WAN) Summer '17 (ST) a) Utilize e-rate funding b) Investigate possible leased fiber between buildings 7. Transition Lincoln to 1:1 by 17-18 school year (ST) a) Add 6th grade to 1:1 plan for 17-18 school year b) Plan for repurposing of existing hardware and space c) Continue staff development 8. Upgrade copiers and significantly reduce printer fleet across district to lower cost and increase productivity (ST)</p>

DISTRICT 57 TECHNOLOGY PLAN

JANUARY 2017



TECHNOLOGY STRATEGIC PLAN

CONTINUE SUPPORT OF STEM INITIATIVES

- CODING
- MAKER SPACES
- 3D PRINTING

TECHNOLOGY STEERING COMMITTEE

- PLAN FOR MICROSOFT OFFICE UPGRADE
- MAINTAIN AND ENHANCE TECHNOLOGY CURRICULUM
- CONTINUE TO IMPLEMENT AND MONITOR 1:1 AT LINCOLN
- INVESTIGATE OPTIONS FOR STAFF LAPTOPS

INCREASE INSTRUCTIONAL TECHNOLOGY COACH FTE

- .5 FTE AT EACH ELEMENTARY SCHOOL

TECHNOLOGY STRATEGIC PLAN

COMPUTER REPLACEMENT

- SWITCH STAFF FROM EVERY 4 YEARS TO EVERY 5 YEARS
- STUDENTS: EVERY 4 YEARS
- CONTINUE TRANSITION OF STUDENT DEVICES FROM APPLE MACBOOKS TO CHROMEBOOKS

TECHNOLOGY STRATEGIC PLAN

PLAN FOR PRINTER/COPIER UPGRADES

- CURRENTLY IN YEAR 4 OF 5 YEAR CONTRACT/LEASE
- SIGNIFICANTLY REDUCE THE NUMBER OF PRINTERS WHILE INCREASING NUMBER OF COPIERS
- REDUCE COSTS AND CARBON FOOTPRINT

THE NEXT STEPS

INTERNET AND WAN UPGRADES, SUMMER 2017

- APPLIED FOR E-RATE FUNDS
- REVIEWED PROPOSALS
- BOARD APPROVAL

LINCOLN INTERCOM REPLACEMENT

- SELECTED SOLUTION/PROPOSAL
- INSTALLATION PLANNED FOR SUMMER 2017

QUESTIONS?



OFFICE OF THE SUPERINTENDENT

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To: Board of Education
 From: Elaine Aumiller
 Date: January 19, 2017
 Re: Classroom Space Recommendation

A spike in enrollment is causing the district to have to find available classroom space in our elementary schools. The KDG enrollment for the 2016 –2017 school year (232) is more than 30 students higher than the enrollment projection model target of approximately 200. When the within-grade growth multiplier (a calculation based on a five-year historical average enrollment) is factored, enrollment for first grade in 2017 – 2018 is projected to be 274 students. None of the enrollment indicators we monitor suggest the enrollment will not increase as the projections predict. Typically, nine sections of first grade is required; however, a projected enrollment of 274 will require an additional two sections for a total of eleven. With typical KDG enrollment projected for 2017 – 2018 (9 sections), Westbrook will require 2 additional classroom spaces.

Classroom space in District 57 is at or near capacity in each of the schools. For the 2016 – 2017 school year, the only school with available classroom space is Lions Park. There are four classrooms that can be recaptured. It is important to note that four classrooms do not lay empty. They are all being utilized. However, if these four rooms are necessary for classroom sections, they can be recaptured.

Before looking at relocating any sections or programs from one school site to another, we have to project classroom need at each site for 2017 – 2018 and beyond if possible. Annually, fall enrollment projections are used to determine the number of sections per grade level at each of our elementary schools. The Board of Education then approves the staffing plan brought forward by Administration in February each year. Due to the financial challenges we face in the district, we staff conservatively which results in class sizes in the mid-20’s.

Based on the Fall 2016 enrollment projections, the following grade-level sections will be needed for 2017 – 2018:

	KDG	Gr1	Gr2	Gr3	Gr4	Gr5	2017-18 sections	2016 -17 sections
WB	9	11					20	18
FV			6	6	6	5	23	22
LP			5	4	5	5	19	17

These projections result in an increase of 2 sections at WB, an increase of 1 section at FV, and an increase of 2 sections at LP. Since WB is already at capacity (even now requiring art to be delivered without a dedicated classroom – “art on a cart”), two classrooms are needed. Fairview is also at capacity thus one additional classroom space is needed for 2017 – 2018. Lions Park as

referenced earlier has four available spaces but will need two of those classrooms for its own enrollment increase.

Fairview, also at capacity, will need to free up a classroom beginning in 2017 – 2018. Administration has investigated whether or not a program currently housed at FV can be relocated to Lions Park. The relocation of the SOAR program can be moved with minimal disturbance to the program. Fortunately, the integration of SOAR students with general education students can be readily replicated at Lions Park. The Lions Park students and staff are excited at the prospects of having SOAR join them next year and for the foreseeable future. The relocation of SOAR will impact three students, 1 certified staff and 2 ESP. Moving SOAR results in the loss of one of the classroom spaces remaining at Lions Park. Lions Park will then have only one classroom space remaining to recapture.

It is important to take a look at enrollment beyond 2017 – 2018. Although projections are recalculated every fall based on actual enrollment, we can project with a strong level of certainty that the following sections will be needed.

	KDG	Gr1	Gr2	Gr3	Gr4	Gr5	2018-19 sections	2017-18 sections
WB	9**	9 or 10**					19**	20
FV			7	6	6	6	25	23
LP			5	5	4 or 5	5	19 or 20	19

**KDG remains an unknown and until a new enrollment trend is established, projections will continue to use a target of 200.

Based on these section projections it is highly likely that additional classroom space will be needed at FV in 2018 – 2019.

Options Evaluated

Administration has investigated the following options for housing the enrollment spike.

Option 1

Before enrollment projections were thoroughly reviewed, it was assumed two classroom spaces would be available at Lions Park for 2017 – 2018. Administration was asked to consider moving Early Childhood (EC) from WB to LP. Upon investigation, it was discovered that EC maintains five sections requiring 3 classrooms. Consequently, moving EC was no longer a possibility.

Option 2

Another option that was suggested for consideration was to move two sections of first grade from WB to LP. As the enrollment projections have shown, the available space is now down to one classroom. Administration does not support having one section of students moved to be in isolation from the rest of the grade level. Not only would one group of students be in isolation from their peers but one teacher would be isolated from her colleagues. There are numerous instructional and professional development benefits as well as efficiencies by having a grade-level housed at one school site. Furthermore, as stated earlier based on projections this would be a one-year fix.

Option 3

Another option that was suggested as a result of the Board of Education Community Forum was to investigate renting available space from neighboring school districts. Administration did contact our neighboring districts and there is no rental space available.

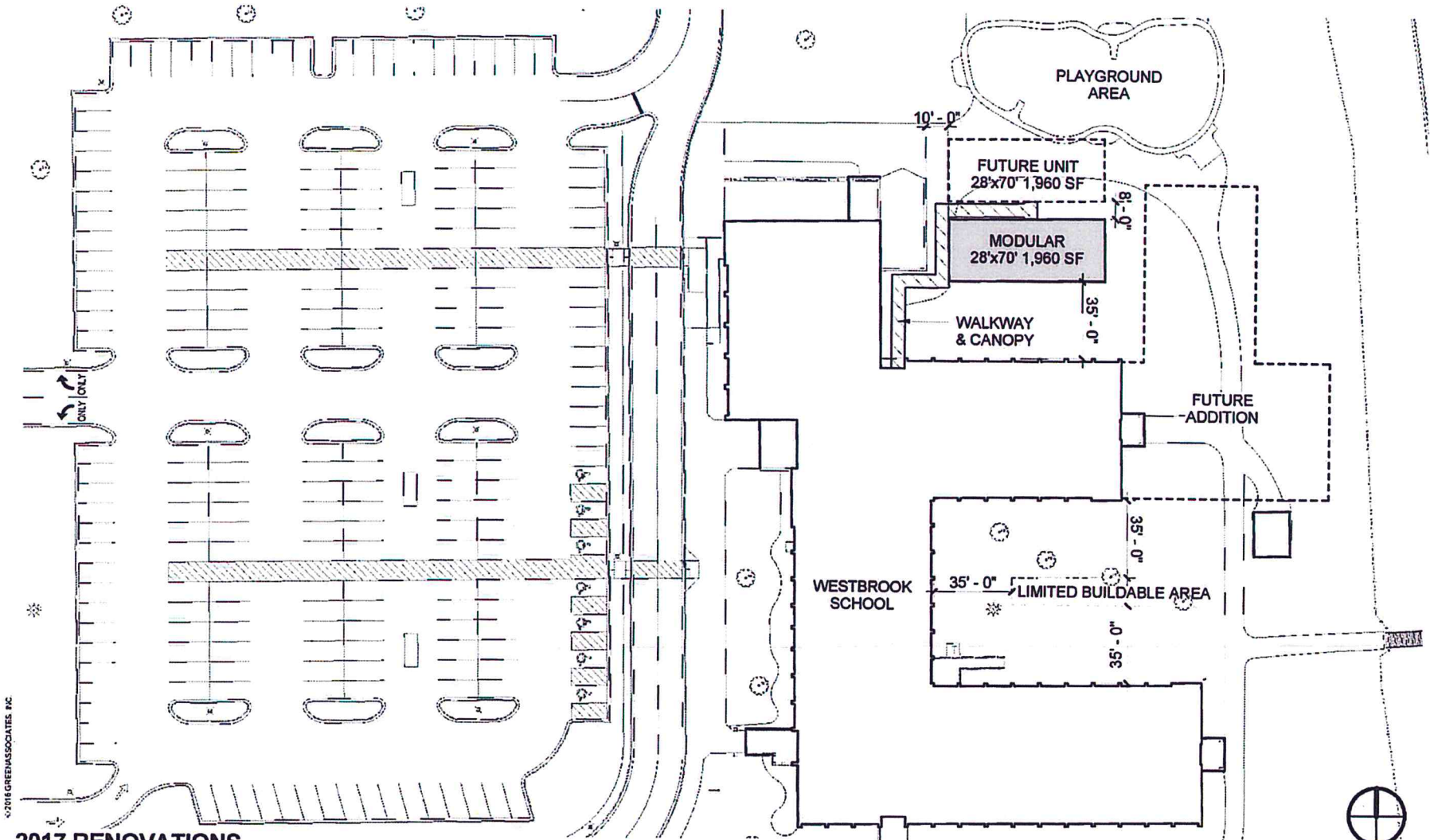
Option 4

A final option was to lease 2 mobile classrooms and install them at Westbrook. The Administration is considering both short-term and longer term options in making decisions about these mobiles. After significant discussion and staff input, Administration has determined to house music classes and the staff workroom/lunchroom in the mobiles next year. This will greatly limit the amount of time that any group of students will need to be in the mobile classrooms. Following are facts for the Board of Education to consider in making their determination of whether or not to approve the mobile purchase:

- The mobiles will be housed on the north end of the building. (See Exhibit A) New state code requirements prohibit mobiles of this size to be placed in the courtyard as previously discussed. Even though the initial plan is for the classrooms to house music class and a workroom, it is possible that regular education classrooms will be housed here even as early as the fall of 2017. Taking that into consideration, bathrooms will be included. (See Exhibit B)
- For safety and security, a covered canopy will be installed leading from the existing building to the mobiles. (See Exhibit C) The canopy will be installed on the north end of the mobiles. In this case, if a second set of mobile classrooms need to be installed at a later date, the existing canopy can be easily extended to that second set of classrooms.
- If enrollment continues to increase, an addition can be built on the property while the existing mobile classrooms are still being utilized. (See Exhibit A)
- The total cost of the mobile classroom project is estimated at \$200,000. This includes a two year lease of the mobile classrooms, the setup and installation, the construction of concrete piers, soil testing, fire alarm wiring, ramps, furniture, the canopy, technology, networking, electrical and plumbing costs. In addition to these costs, architect fees, contingency costs and village building permits are included as part of the \$200,000.

Recommendation

Actual enrollment and projected enrollment drive the Administration's recommendation to the Board of Education. Two mobile classrooms need to be erected at WB during Summer 2017 in order to be ready for occupancy at the start of the 2017 – 2018 school year. Mobile classrooms are available on a first come, first serve basis. Because of this, the Administration recommends taking action on leasing the mobiles at the February 2, 2017, Board Meeting.



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2017 RENOVATIONS
SD57 MOUNT PROSPECT
1374-201611
16 DEC 2016

WESTBROOK MODULAR CLASSROOM LOCATIONS

Exhibit B

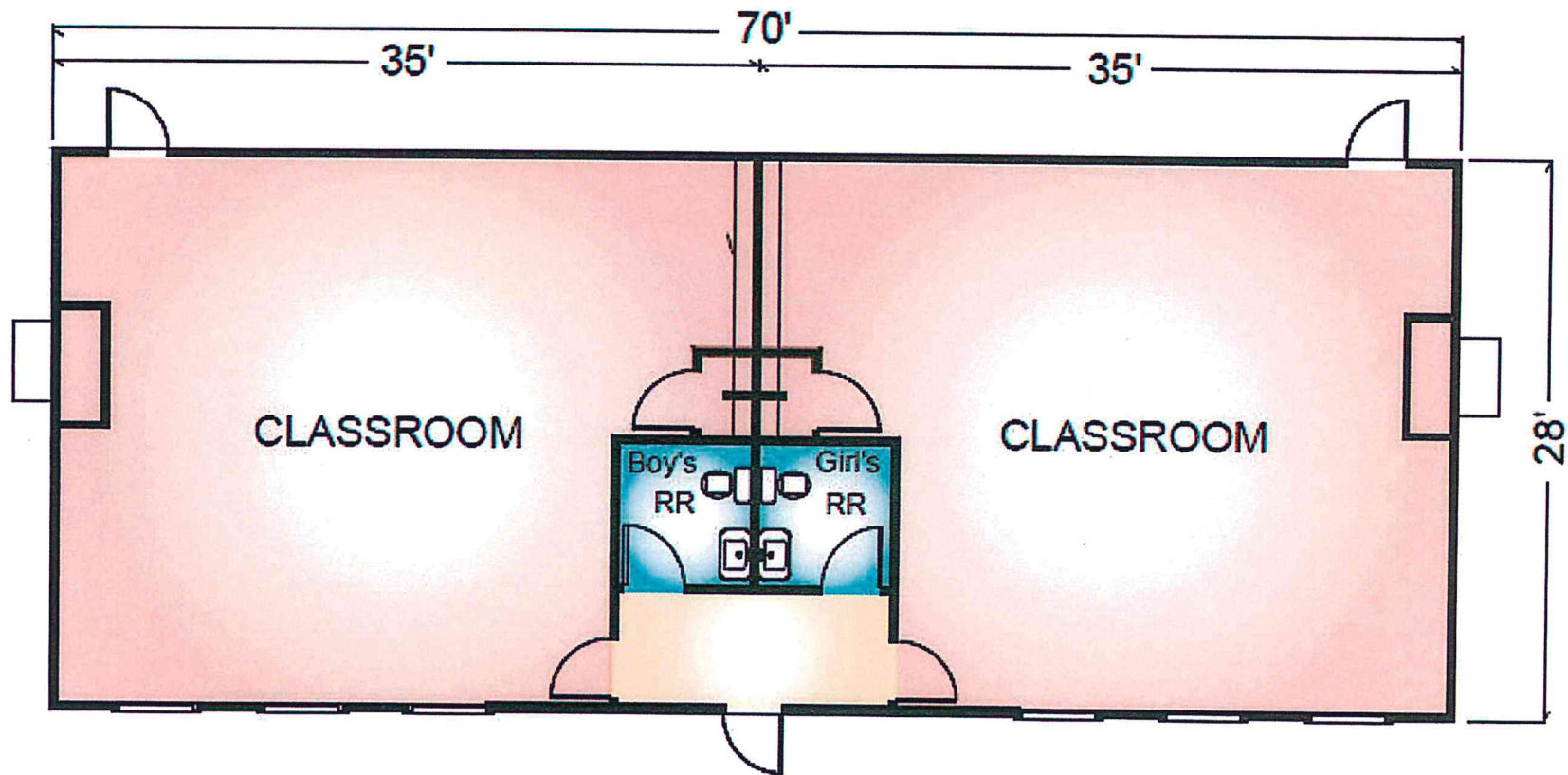


Exhibit C





Report on Mount Prospect School District 57

Financial and Facilities Outlook

January 19, 2017

Introduction

District 57 has had a rich history of excellence, providing students with a strong education and preparing them to succeed at Prospect High School. However, the financial landscape of the State is challenging and ultimately the General Assembly will need to pass legislation to address the many issues faced by the State. Currently, there is little movement toward a resolution but, many areas are on the table to be addressed. In the next year we may see a number of changes that will adversely affect our District primarily at the State level but also at the Federal level. Below are some of the areas that could change.

- All indications from the State Legislature are that we will receive less financial support through a new school funding bill.
- There is much conversation that the State will shift some of its pension obligations to the local districts, and we will be mandated to pay for them. This shift will likely occur on a phased in schedule.
- Pending legislation from the Governor’s “Turnabout Agenda” threatens to reduce our capacity to generate local revenue to fund budgets specifically through a property tax freeze.
- Standard operating costs will continue to rise.
- There will continue to be increased costs and requirements associated with the implementation of Affordable Care Act (ACA); e.g. the Cadillac Tax. Adjustments to ACA may become clearer now that we are past the presidential election.

This landscape creates a sense of urgency for us to respond to these risks as well as consider our own financial position as we seek to remain solvent for the future. Given this context we have provided this comprehensive study for the Board of Education. The study offers a clear vision of the programs and initiatives we need to offer to meet our changing educational and facility needs. Further, it identifies the resources to achieve them and, most importantly, sustain them.

This paper will provide a clear context within which we must operate as a District. The purpose of this comprehensive study is to provide the Board of Education with key information to guide our future decision-making and a strategy to move forward.

This study includes several parts so as to give the Board of Education a comprehensive view of what steps the District has taken to be fiscally responsible as well as to present the current realities that the District must address with respect to enrollment, facilities, and finances. Key areas addressed in the paper include the following:

1. Financial Landscape
2. Enrollment History and Projections
3. Facility Improvements
4. Staff and Program Reductions Over the Past Eight Years
5. Future Initiatives for District 57
6. Referendum Considerations
7. Planning for the Future: Three Options to Consider

8. Summary and Next Steps

Section I: Financial Landscape

State Financial Landscape

Over the past decade the economic landscape of our State has deteriorated. The lack of resolve by our State leaders in Springfield to make long-term productive decisions has created great uncertainty for supporting school districts. Many of the conversations have centered on creating a more equitable funding model for schools (General State Aid GSA), shifting State pension obligations to local school districts, restructuring the Pension Systems, generating revenue sources, and implementing aspects of the Governor’s “Turnabout Agenda” as previously mentioned. One of the key pieces of the Governor’s agenda is a property tax freeze. Originally, it was proposed to be only two years, but this conversation has evolved into the possibility of a tax freeze being permanent.

We are all familiar with these conversations and one thing seems to be inevitable. It is highly likely that districts in our area of the state will not see any new revenue from State sources; rather, it is probable we will lose revenue. In addition, it is looking more probable that the State will shift the cost of its pension obligations to the local districts with no recovery provisions afforded. In other words, we will not be able to levy for these additional costs. How much damage this action creates may be a function of its implementation timeline. As a result, these factors will most certainly diminish our District’s capacity to maintain the quality of programs and services we have grown to expect in our schools requiring the Board to explore other revenue options.

Of most concern to us is that there seems to be little action to resolve the State’s financial crisis. The General Assembly continues to talk about the school funding concerns but cannot seem to come to consensus on a bill that it could approve and the Governor would sign. This summer the Governor created a bi-partisan committee to study the evidence-based funding model. This Committee is being led by Secretary of Education, Elizabeth Purvis. Our hope is that eventually the leaders will work out some compromise to end this impasse.

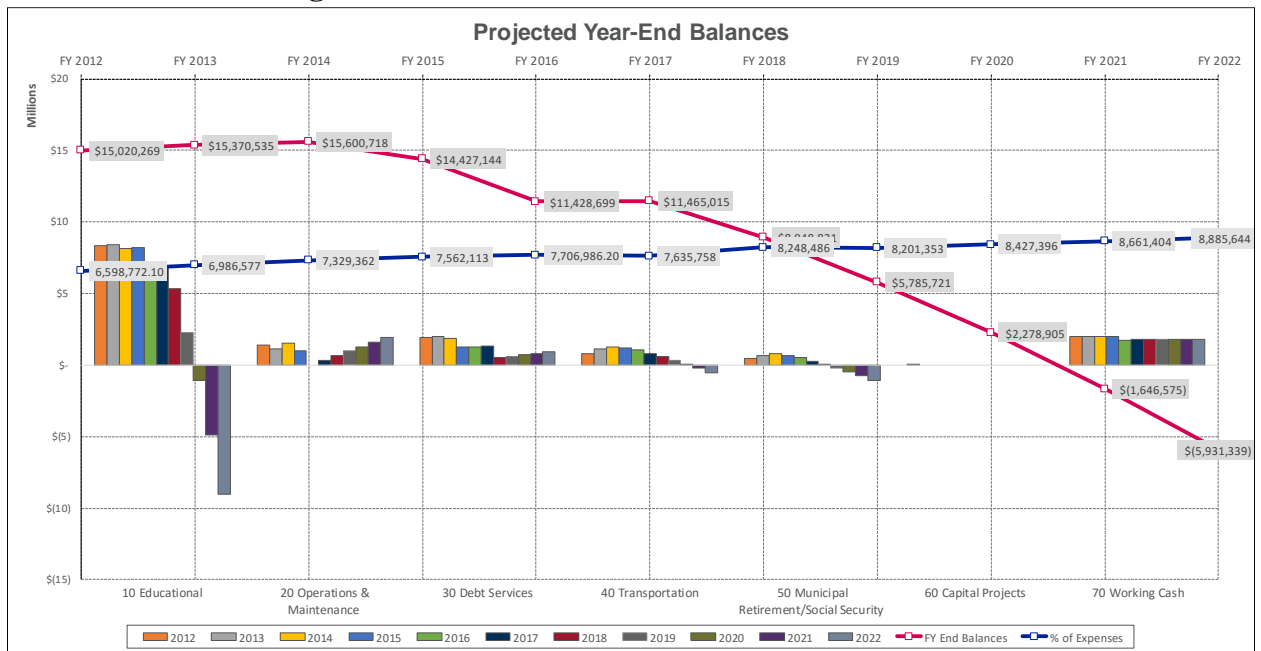
Local Financial Landscape

Locally, we really have two significant dynamics that are deteriorating our position. First, and most significant, is that we have been operating with a deficit spending budget for the past two years. Equally important to note is that we have been deficit spending in the Education Fund for more than a decade. The District needed to take this approach to meet our basic needs and growing enrollment. As we have discussed in our financial review sessions, we will dip below the Board’s reserve target of 40% by the end of the 2017 – 18 school year if we do not find additional revenue to fund our budget. Below we have provided an overview of our Fund Balances, Revenues, and Operating Expenditures.

Fund Balances

Over the past decade, the District fund balances have gone from 77% according to the FY06 audit to 44% following the FY16 audit. The Board of Education adopted language in Policy 4:20 that states *the district will maintain fund balances in the range of 30 – 50% with a target of 40% by the end of the fiscal year, ending June 30th*. To this point in time, we have been operating according to policy. The most recent financial projections indicate that the District will fall below the 30 – 50% range at the end of FY19. The reason for the steady decline in the fund balances is due to the ongoing implementation of a structured deficit budget, as mentioned. Despite the cost containment measures that have been implemented as delineated below, ongoing operating expenses continue to increase. Figure 1 below shows the District’s fund balance projections.

Figure 1: FUND BALANCE PROJECTION

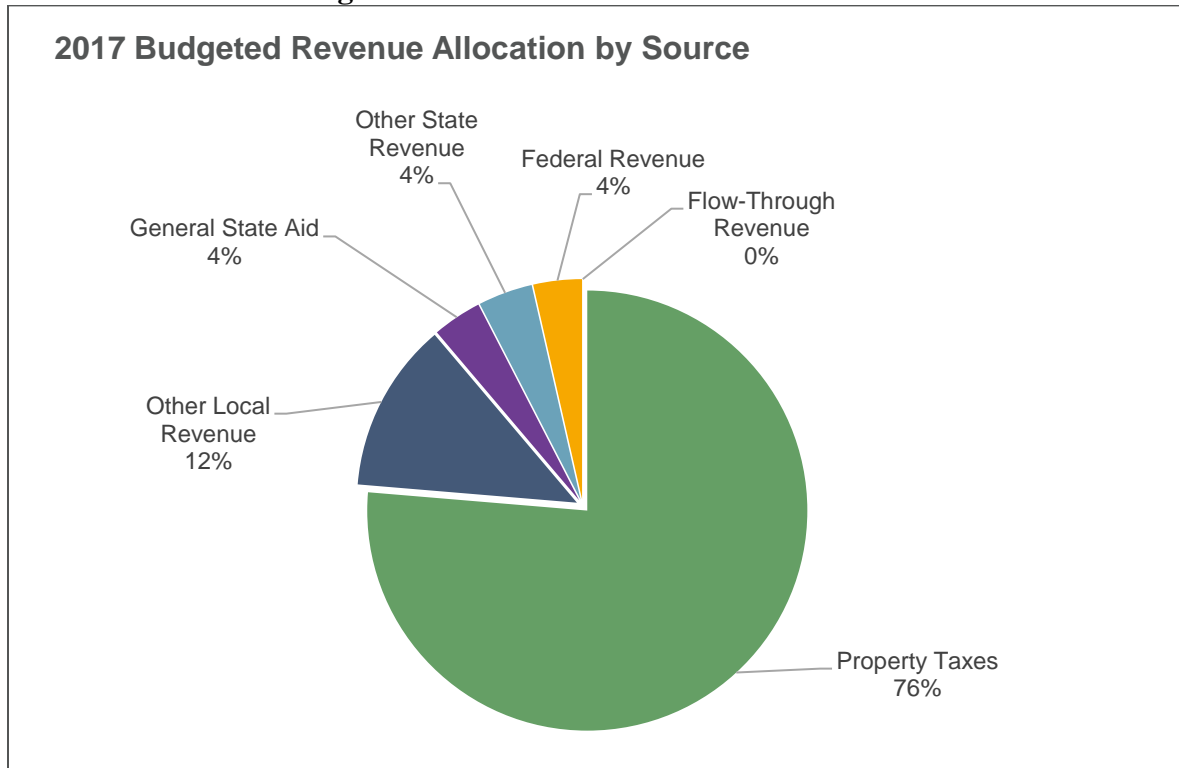


Revenues

As we know, a majority of the District’s revenue (76.3%) comes for local property taxes. As a means of generating revenue, the Board of Education also assesses service fees. Every district addresses fees in its own way. Some districts do not charge fees, while others have numerous fees and they are high. In comparison to our neighboring districts, we tend to be on the high end of the continuum. We collect approximately \$1.527 million in student fees annually which accounts for approximately 6.5% of our annual budget revenue. Hence, property tax revenue and fees comprise 83% of our total budget.

Figure 2 shows our distribution of revenue by area.

Figure 2: 2017 BUDGETED REVENUE



There are a number of factors that affect our revenue stream. These factors have been present for some time and we do not see them improving in the near future. These factors include:

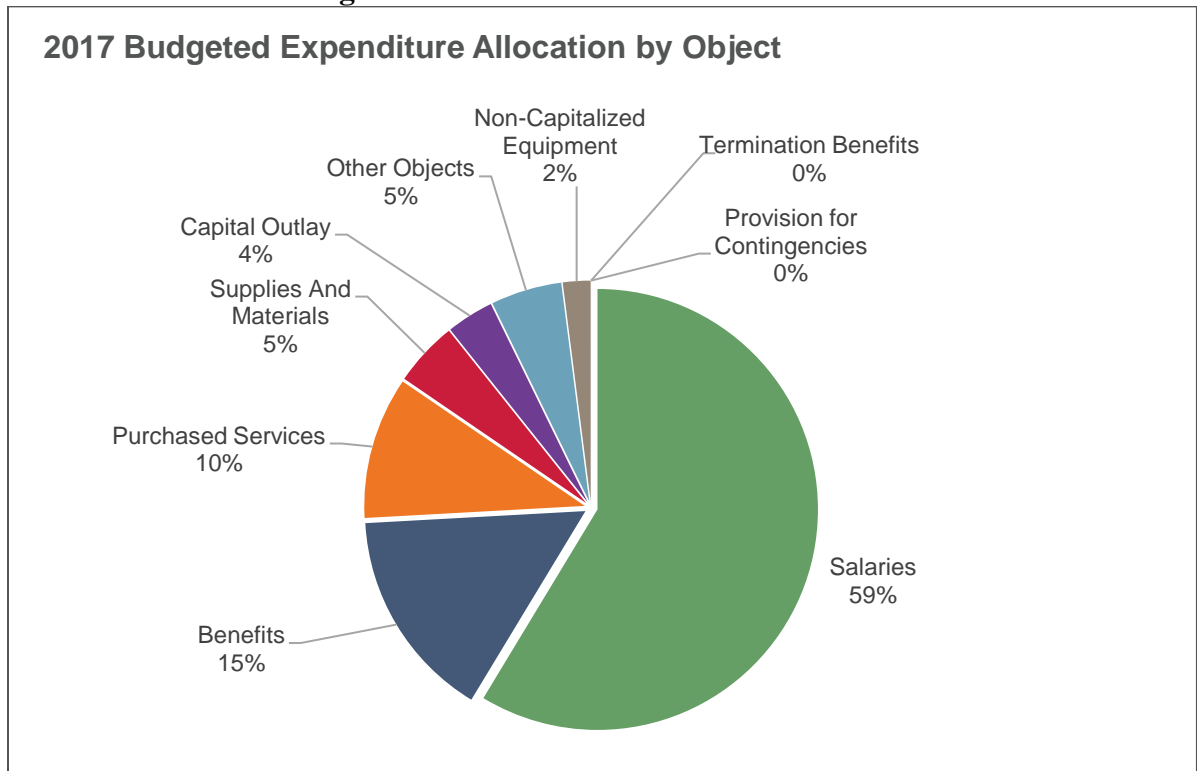
- Residents and businesses continue to file tax objections reducing our revenue,
- Interest rates remain very low. As a result, we do not earn much on our investments, and
- Delayed and diminished revenue sources from the State adversely impact our budget. (Mandated Categoricals i.e., special education) Often times the amounts appropriated are reduced and in recent years have been delayed, causing us to use our own funds to compensate until we receive them.

Operating Expenditures

Operating expenses increase each year, with salaries, medical costs, supplies, outsourced services, and the like. The amount that we are permitted to levy under the Property Tax Extension Limitation Law (PTELL) limits our ability to levy more than the CPI and new growth and development. This limit does not bring in sufficient funds to cover the costs of our increases. For example, in our most recent levy cycle we were only able to levy the CPI for 2015 which was .7% plus approximately \$23 million including the TIF retirement for new growth and development. This levy will fund a large portion the 2017 – 18 budget.

Our largest expense is personnel and we have very reasonable Agreements with our certified and educational support staff Associations. Our staff are compensated fairly but still remain among the lowest in our North Cook Region. In other words, we are not over paying our staff for the great work they do. Figure 3 shows our breakdown by fund and the costs assigned to personnel.

Figure 3: OPERATING COST CHART



Looking deeper into salaries, the following table (Figure 4) compares teacher average salary with class size and administrator average salary with per pupil ratios. The districts used for comparison are our neighboring districts that are typically identified for these purposes. In examining the data, District 57 teachers are definitely the lowest paid compared to our neighbors and even below the State average while at the same time have the highest class size. District 57 administrator salaries fair better in the comparison; however, it results from a significantly higher administrator to pupil ratio, meaning District 57 does not have an abundance of lower tiered administrators which greatly affects the average salary calculation.

Figure 4: Average Salary and Class Size Comparison**

	Avg Teacher Salary	Avg Class Size	Avg Admin Salary	Admin:Pupil Ratio
Arlington Hts. D25	\$72,962	20	\$103,706	160:1
Prospect Hts. D23	\$65,041	17	\$115,103	158:1
River Trails D26	\$74,029	19	\$126,782	147:1
Mount Prospect D57	\$57,996	26	\$123,018	229:1
Des Plaines D62	\$71,021	24	\$118,556	162:1
Comm. Cons. D59	\$79,898	20	\$121,370	147:1
State	\$63,450	21	\$103,634	177:1

**Data reported on the 2015 IL School Report Card

As mentioned above, the District has engaged in significant cost containment in which we have made significant personnel reductions and raised the class size to its limit. We will continue to seek other operating efficiencies, but the financial forecast indicates that these measures will only marginally help us. Eventually, we will need to consider a referendum.

Village of Mount Prospect TIF

Another matter concerning District 57 is the Village of Mount Prospect’s move toward creating a new Tax Increment Finance (TIF) district. District 57 is looking for ways to use funds from the TIF to benefit the schools. The Village has expanded the TIF boundaries to include Lions Park School, which means TIF dollars could be used for improvements there. The new TIF encompasses the Northwest Highway corridor from Mount Prospect Road west to Central Road. This would freeze the revenue that the District would receive from properties inside the TIF for the next 23 years.

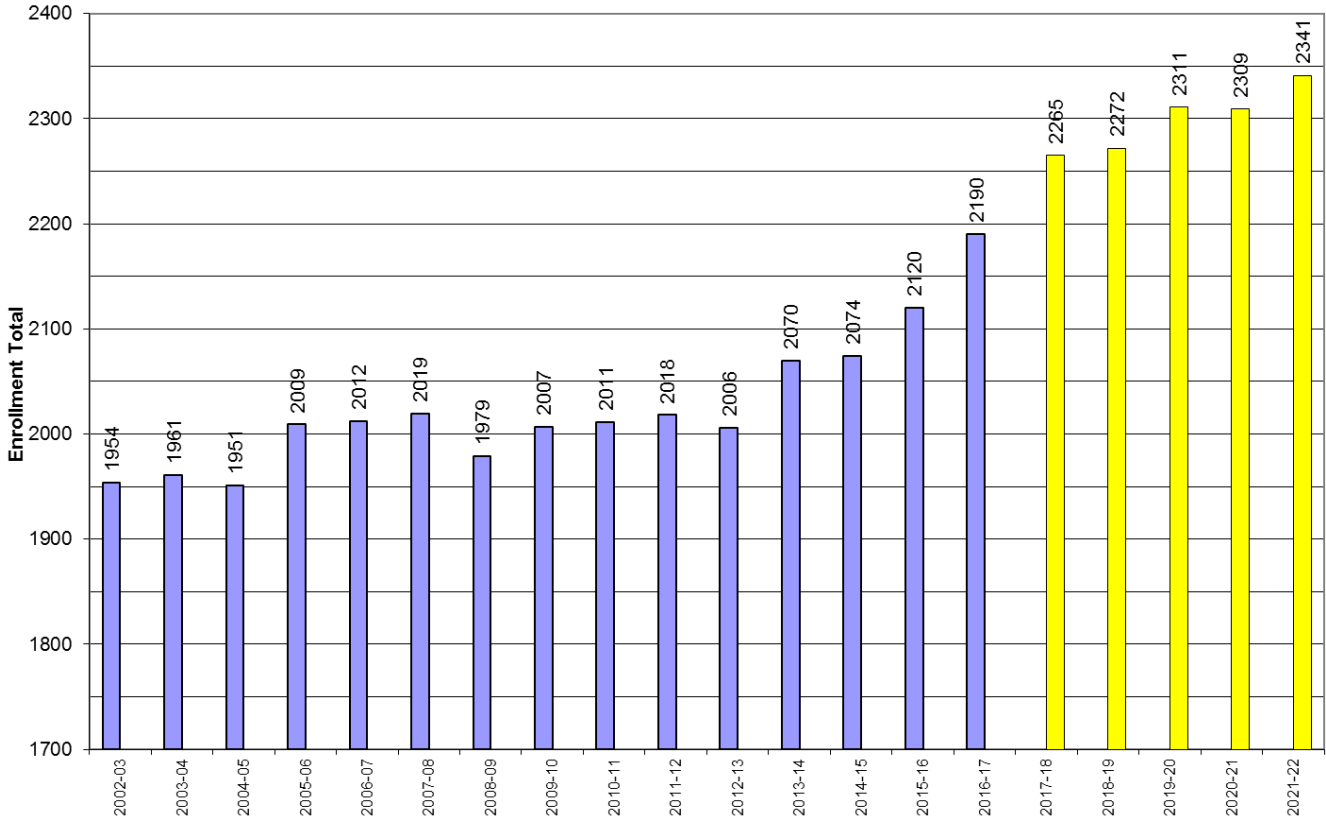
Both the State and local financial landscapes pose challenges for the District. As we plan for the future, we need to respond in such a way as to preserve those essential and highly valued programs and services that we currently offer. At the same time, we want to provide the innovations emerging in our profession that will create learning experiences for the next generation of students. However, the challenges to fund and operate them are great.

Section II: Enrollment History and Projections

Each year, we update our enrollment projections using the most current data and trends. In this way we can make the most accurate projections over a five-year period.

The district’s enrollment has been stable with a modest increase over the past decade. Enrollment in 2007 – 08 was 2,019. It gradually, but steadily, rose to 2,190 in 2016 – 17. The five-year projection analysis shows a steady increase to 2,341 in 2021 – 22. The increase in enrollment will require us to hire additional teachers. Figure 5 below provides our enrollment projections through the 2021 – 22 school year. In this projection model we anticipate increasing enrollment by 151 students from our current enrollment. This increase could require us to hire as many as 6.0 FTE (regular teacher and specials).

Figure 5: FIVE-YEAR ENROLLMENT PROJECTIONS



Section III: Facility Improvements

The most significant expense incurred due to facilities over the past decade has been the re-opening and subsequent reconfiguration of Westbrook School to be a PreK – Grade 1 center. This was accomplished in three phases (re-opening the school in 2006 as a PreK/K, reconfiguring the school to a PreK/1 in 2010, and parking lot improvements 2015). Re-opening Westbrook was an absolute necessity as enrollment at Lions Park and Fairview exceeded capacity. The most cost effective way to address the overcrowding was to create a grade level center to house PreK – Grade 1.

Total cost of the three phases of renovations (re-opening to Pre-K/K, addition of Grade 1, and parking lot expansion) has been approximately \$8 million. While the District incurred the cost of renovations initially out of the fund balances, the Board of Education recaptured the money through the use of the debt service extension base (DSEB) thus having limited overall impact on the fund balances. At this time, the District has exhausted its DSEB.

As a matter of course, the District budgets \$750,000 annually for summer facilities projects and maintenance. The District Master Facility Plan (MFP) outlines the priority of facility improvements and guides the determination of which projects to address and when. Over the next five years, major facilities projects should include installation of sprinkling systems and

parking lot work at Fairview and Lions Park. In addition, the Ten Year Safety Survey was conducted in October 2016 where priority A/B items were identified. These items will be addressed in the next five years.

In regards to facilities it is important to note that Administration is making the recommendation to construct two mobile classrooms at Westbrook for the 2017 – 18 school year as a means to address the kindergarten enrollment spike in 2016 – 17. We will be monitoring the kindergarten enrollment closely when registration begins in January 2017 in order to determine if the spike experienced this year was an anomaly or the beginning of a significant enrollment trend.

Section IV: Staff and Program Reductions Over the Past Eight Years

Staffing – Reduction of Certified and Educational Support Staff

Certified Staff Reduction

In the spring of 2011, the District implemented a reduction in force (RIF) of 24 FTE certified staff positions. These reductions included:

- 20 elementary classroom teachers (K – 5)
- One music teacher
- One art teacher, and
- Two LRC directors

It is significant to point out that these reductions resulted in larger class sizes. Originally our guidelines for K – 2 were 20 – 23 and Grade 3 – 5 were 22 – 25. Following the RIF, all elementary grade levels had class sizes ranging from 23 – 30. (As mentioned, when our enrollment increases we open additional sections and hire teachers but at this heightened class size.)

There is a continued emphasis to try to keep the K – 2 classrooms limited to 25 students, but in cases where it has exceeded 25, instructional aides have been added to provide teachers with assistance. However, when an instructional assistant is added, the person is assigned to assist in two classroom sections not just one.

Despite this reduction in force of certified staff and our increase in class sizes, the enrollment growth has resulted in an increase in the number of K – 5 sections. The sections have grown from 49 in 2011 – 12 to 58 total sections in 2016 – 17. With each full-time certified staff member we add costs us approximately \$58,000 in salary and benefits, and these expenditures must be sustained over time.

The class sizes in grades 6 – 8 are typical for middle school and vary widely in range. However, we consistently exceed 25 students per class and sometimes eclipse 30 students in some classes. The MPEA Collective Bargaining Agreement (CBA) provides a stipend for large class sizes. Five-year enrollment projections, as previous presented, forecast Lincoln will be at

highly elevated enrollments. The building was designed to house approximately 700 students. Enrollment is currently 723 with projections to exceed 800.

ESP Staff Reduction

The reduction of Educational Support Personnel (ESP) primarily focused on four groups:

1. Nine Kid's Corner personnel
2. One administrative clerical position
3. Two custodial positions, and
4. One sub caller

It bears noting that with instructional assistant positions we try to only staff assistants to provide support for special education students as specified in IEP's. However, we have temporarily added instructional assistants in the cases of large K – 3 class sizes as explained above. In addition, we annually use Title I grant dollars to provide assistants for English Learners (EL) and literacy support.

Programs Reductions

It has been very important to the District to maintain its high level of programming for student success. We maintain a five-year curriculum cycle and update it annually for the Board of Education. During the past decade, new or updated curricula have been implemented in all of the core and specials areas as required by the Illinois State Board of Education (ISBE) with the Common Core State Standards (CCSS) and the *Next Generation Science Standards* (NGSS). Moreover, we have implemented new curricula to address emerging technology and engineering (e.g., Gateway to Technology GTT) along with social studies. The average cost for implementing new or updated curricula ranges from \$200,000 to \$220,000 per subject area discipline. In addition to the cost of materials, there are costs of providing the professional development to staff which would include substitute teacher pay for days teachers are pulled from their classrooms to participate in professional development.

While we have held our commitment to the core learning subjects for every child, some programs and services were affected. You will recall that starting with the 2011-12 school year, we undertook many cost saving measures which included the following:

- Eliminating 4th grade band and orchestra
- Re-sectioning teams at Lincoln
- Restructuring gifted education
- Reducing Kindergarten art, music, and physical education sections per week
- Restructuring LRC programming at the elementary schools
- Eliminating numerous curriculum field trips
- Eliminating Summer Quest
- Eliminating transportation options for Preschool
- Eliminating outdoor education at Lincoln, and
- Eliminating the Lincoln activity bus

In the future, we would like to reinstate some of these programs should our financial position permit it.

Section V: Future Initiatives for District 57

Current Programming Priorities

Core Curriculum

It will be important to maintain all of our current core areas of instruction. The core areas include reading, English language arts (ELA), mathematics, science, social studies, and physical education/health. In Grades 1 – 5, instructional minutes for reading, ELA, and mathematics are comparable with neighboring districts and exceed the State average. This statement is also true for ELA in the middle school. However, District 57 middle school mathematics instructional minutes are below the State average. To address this deficiency, the middle school schedule is going to be adjusted to allow for increase in mathematics minutes beginning in 2017 – 2018. This scheduling adjustment will cost the District an additional 4.0 FTE certified staff (approximately \$232,000 annually).

Supportive Services

In addition to our core curriculum, the District offers supportive services that are vital to our students' success. These services are special education, English language (EL) support, and literacy and mathematics support. These services are highly valued and, in the case of special education and EL, mandated by law.

Non-core Curriculum

Non-core curriculum or “specials” include art, music, foreign language, computer integration, and GTT. Although these curricula are not mandated in Illinois School Code, they are highly valued in District 57 and currently rank among our top priorities. Moreover, they provide a rich, well-rounded curriculum that meets the needs of the “whole child.”

Future Programming and Staffing Priorities

There are a number of areas where we are seeing a greater need to provide programs and services which would require additional personnel and resources. These positions would be considered highly valued in our staffing structure. Many districts around the nation and in our region are moving in these directions primarily because the needs of schooling in our society are changing. Thus, these programs and services are becoming more vital to better meet the educational and social needs of the children we serve.

We have provided a brief description of the need and the direction we would take should the District be in a financial position to implement and sustain them; and should the Board want to consider them.

Full-day Kindergarten

The topic of full-day kindergarten (FDK) is one of varying opinions throughout the country and the research findings are mixed. The research on the educational benefits from full-day kindergarten is mixed. Currently, the research shows two conclusions.

1. First, there is clearly benefit from full-day kindergarten programs for “at-risk” children. This is attributed to the fact that these children do not have the benefit of sound educational preparation at home or early learning experiences through preschool. Fortunately, this is not an issue in District 57, as our children come to school well-prepared to learn.
2. Second, research that initially shows benefit for children in full-day programs is negated by the time the children reach Grade 3. I would hasten to say, though, that the issues examined in these research studies are almost exclusively with populations of students unlike ours; so the findings may or may not apply.

We are finding that more districts are moving to this structure for kindergarten, nationally. Even in our region there is an increase in the number of districts offering full-day kindergarten. The movement toward a full-day program is naturally putting pressure on those districts, like District 57, that are electing to maintain half-day programs.

Despite the research findings on full-day kindergarten, districts like ours have a very real, but different question that we must face. District 57 needs to ask the question “Do we have sufficient time to cover all the curricular expectations (including the Common Core State Standards, Next Generation Science Standards, etc.) and provide sufficient social/emotional experiences and play for the students in a half-day program?” Many school districts have determined that is not possible and have moved to a full-day program. I would concur that in a perfect world I would prefer to see the District offer a full-day program as I believe it would offer more opportunity for our students to have the time to experience all these programs. The challenge for District 57 to implement full-day kindergarten, however, is that we do not currently have the classroom space to offer an FDK, and there would be a cost to staff this program.

If the Board of Education decided in the future to offer a full-day kindergarten program, the additional costs would have to be factored into the budget. We would need to hire five additional FTE classroom teachers and some special area teachers to provide art, music, and PE (partial FTEs only). These staff would cost approximately \$400,000 annually. In addition, we would need to build five new classrooms on to Westbrook along with possibly another art and/or music room. Finally, we would have to build a new gym as the current gym would need to be a multi-purpose room to accommodate double the lunch period. These construction costs would be approximately \$6 million.

Physical Education Five Days Per Week

The State requires physical education (PE) to be taught five days a week. Currently in Grades 1 – 5, we offer PE with licensed PE teachers three times per week and KDG twice per week. We offer structured physical activity the remaining two days per week by the classroom

teacher. This structure does fulfill the State mandate. However, a number of districts around the nation and in our region offer five days per week of physical education with a licensed teacher.

It would be a positive step if we could offer PE daily five times each week given the need for regular physical activity and instruction. It is consistent with a healthy lifestyle and supported by research. It would also be more consistent with the State mandate. However, to implement this change would require both an increase in staff of 3.0 FTE licensed staff (approximately \$174,000 annually) and additional gym space in each of the three elementary schools, Fairview, Lions Park, and Westbrook (approximately \$1.8 million per gym).

Staffing Initiatives

Early Childhood Coordinator

Reporting requirements and management of early childhood programming have risen to the point that it warrants its own administrative oversight. Up to this point the duties were carried out by a WB teacher who received a stipend. However, the magnitude of responsibilities has exceeded the expectations of a typical teacher stipend. Administration is recommending that these duties be part of the job description of an assistant principal for WB school. This position was included in the base assumptions for the Fall 2016 financial projections.

English Learner Coordinator

The English Language Learner (ELL) population is growing all over our region. We have seen an increase over the past five years in EL students. In 2012 – 13 our ELL population in the District was 33. Today we serve 153 students.

Moreover, just as is the situation regarding early childhood programming, reporting requirements and management of the EL program have grown to a similar point requiring specific administrative licensure. Administration is recommending that these duties be part of the job description of an assistant principal at either Lions Park for Fairview.

Literacy Coordinator

Supplementary literacy support service is another area that could benefit from an individual who could specialize in program oversight. These duties would be fulfilled by another elementary school assistant principal.

Assistant Principals for Elementary Schools

Enrollment increases and additional teacher evaluation requirements under PERA have created a need for additional administrative support in our elementary schools. A single administrator in each of our elementary schools simply cannot meet the demands of teacher evaluation and student supervision. In the North Cook Region alone, 53% of the districts employ elementary school Assistant Principals for the reasons cited. Salary for an elementary assistant principal would be approximately \$77,000.

Facilities Initiatives

As we look to the future there are a number of facilities improvements that we will need to make to simply maintain our buildings and to be in compliance with School Code. These improvements would be identified from three sources:

1. *Results and Recommendations of the Ten-Year Safety Plan* – These would be items that are identified as Required and Recommended.
2. *Long-term Capital Improvements* – There would also be ongoing maintenance and improvement that would come from our Master Facility Plan. These items would be important as they identified through their system and typical lifespan. We would plan improvements and schedule their work accordingly. The funds for these improvements typically come out of the capital improvement budget we build in the annual budget.
3. *Preventive Maintenance Program* – The lifespan of our current HVAC, roofs, boilers, and other systems are directly correlated to the preventive maintenance that we conduct on them. To the extent that we can have a strong preventive maintenance program, we will be able to maintain systems and facilities well. Obviously, the lifespan of many systems is a function of ongoing care and maintenance of them.

Proposals for Future Facility Initiatives

Proposals for future facility initiatives will be determined by two fundamental sources. First, we must address our current realities of growing enrollment and the age of Lincoln Middle School. Our enrollment projections have been incredibly helpful to see what our future needs will be. In addition, Lincoln Middle School is at the place where we must consider if it is prudent to build a new middle school – See options below. If the Board pursues some of the above suggestions, we would need to ensure we have the space to operate and sustain them over the next 15 – 20 years.

Below we have outlined three options for future direction that include both funding and facility improvements. However, with respect to facility improvements, the following ideas will be conceptualized in broad terms.

1. If the District were to pursue a full-day kindergarten, we would need to add classrooms and gym to Westbrook
2. To address our increasing enrollment for the short-term we do need to add mobile classrooms at Westbrook next year and possibly to Fairview the year after. However, in the long-term we will need to consider additional classroom space that would come in one of two likely forms:
 - a. add classrooms and gym to Fairview and Lions Park
 - b. build a new Lincoln Middle School that houses grades 5-8 with no additional work done to Fairview and Lions Park
3. With the aging of Lincoln, we will likely need to consider building a new Lincoln Middle School just for grades 6 – 8 or move to a grades 5 – 8 configuration as noted

above; OR we would need to consider a significant renovation of Lincoln, the cost of which would be likely comparable to new construction.

We will delineate these possibilities further in the Options below.

Section VI: Referenda Considerations

To this point, we have reviewed the current and potential financial landscape of the State and the District. We have also discussed possible staffing, programmatic, and facility options if we want to maintain current programs and services in light of our financial landscape. Finally, we have offered some possible future innovations and jobs that would place the District in a strong position to meet students' needs as the education arena evolves.

What is clear from these analyses is that it seems inevitable that the District will need to consider seeking a referendum if we want to maintain the current programs and services that are offered. If the Board wanted to explore any new innovations, these would have to be considered as part of the referendum.

We will no longer be able to have confidence that the limited revenue we receive from the State or federal government will continue at current levels. Also future property tax revenue may be curtailed with a property tax freeze, and we may actually have additional obligations to shoulder if the General Assembly shifts costs to local school districts. Therefore, it will be a priority for us to look for ways to enhance our current revenue sources through a property tax increase. In short, whatever District 57 offers in the future must be affordable and be balanced against maintaining our fiscal solvency. We want to present a clear vision of what our future holds over the next five years and make a recommendation to ensure the District's financial solvency for years to come.

In this section we will address a number of factors regarding consideration of a referendum. Specifically, we will explore the following:

1. Provide a brief history of the District's experience with referenda over the past two decades
2. Explore several factors that would need to be considered for the Board to determine the direction it would like to take pertaining to a referendum; and
3. Offer a strategy to address a referendum.

History of District 57 Referenda

The District has pursued two types of referenda over the past two decades. The first were capital improvement bonds to build both Fairview and Lions Park. In 1994 the community passed a building referendum (\$13.5M) from which Fairview and Lions Park were constructed. In 2004 the community was asked to approve another building referendum to make improvements at Lincoln and Westbrook (\$8.9M). It did not pass. No other building referenda have been explored since that time.

The second type of referendum is an Educational Fund rate increase. The purpose of this type of increase is to provide a higher level of local property tax support to fund our salaries, programs and services. The District attempted to pass an Educational Fund increase in 2000, 2001, 2003, and 2004. Each time the referendum failed. The 2003 referendum failed by a very narrow margin of 42 votes. (The last successful Educational Fund tax rate increases occurred in 1968 and 1988.) It is important to try to understand why the failed referenda did not pass so as to better understand how to set the narrative for a future attempt. There was no official post mortem documentation that we could find but we offer the following possible explanations:

1. It appears that the wider community did not have the confidence that the District had made every attempt to contain its costs.
2. At the same time, the community felt that the fund balance reserves were sufficient enough to meet the needs of the District.
3. We also believe that the District had not made a compelling argument for the need and the conditions in the State were not as dire. In essence, the community felt that the District could continue to operate at the existing fund rate levels with modest increases to the levy.

Conditions in the District and the State are very different now than in 2003. We have taken deliberate steps to be transparent with our community about our financial condition. We have documented and implemented many cost containment efforts and our parents, in particular, have felt the impact of these efforts. Finally, the looming factors from the State offer no hope that our financial situation will improve.

Determining the Need for and Scope of the Referendum

It is important at this point to be completely clear about what we do know about the financial future and what we would like to see the District implement over the next five years. In all candor, this is the point where there is not as much clarity.

Looking specifically at the impact of State legislative items, here is what we are waiting on:

- *Will there be a pension cost shift obligation passed on to local school districts?*
 - If so, the most important factor will be how quickly will it be phased in? A shorter the phase-in period will have a more dramatic adverse impact.
 - Another consideration is will there be any recovery provision for us to levy taxes to offset this obligation. All conversations surrounding this topic to date have not included a recovery provision.
- *What will be the impact of a new school funding model?*
 - Currently, the Governor has created a bi-partisan committee to study a school funding model and it has been charged with making a recommendation in the spring of 2017. With this timeline, we do not expect there to be any action by the General Assembly until the end of the spring session. If the past experience holds true, there will likely be no action in that session.
 - Another consideration of the funding model is whether there will be a “hold harmless” provision for districts that would have lost money with the new

formula. The impact of this provision would be to not hurt the school districts that would be frozen in their amount of state aid.

- *Will there be a property tax freeze and will it be “permanent”?*
 - The Governor’s “Turnabout Agenda” has always included some form of property tax freeze. Originally, it was proposed for two years. In recent months there has been conversation about making it permanent. A two-year freeze would be adverse but most districts could likely weather that especially if CPI remains low. A permanent freeze would be devastating to all districts in that there would be no ability to increase revenues other than re-development or new growth.
 - While a freeze would not adversely impact for the short run, we could not sustain our financial stability with a permanent freeze.
- *Will there be any restructure to the Pension provisions?*
 - There has been conversation in Springfield about adjusting the pension provisions. Most have been met with opposition because a change would be unconstitutional. However, some thoughts of shifting pension burdens for salaries over \$180,000 annually to the local school districts have been discussed.
 - Currently, this topic has not been developed beyond an initial proposal and there is no indication that this will move forward at this time.
- *What is the future of the Patient Protection and Affordable Care Act (PPACA)?*
 - The future of the Affordable Care Act is in limbo at this point in time. The change in the White House is likely to have a profound impact on the law but enactment of any change will take time. The impact of any changes will continue to have our utmost attention.
 - Also, the Cadillac provision has been delayed until 2020. This could affect our school district depending on the medical plans we offer. Also, it is possible that it may be a provision that is never implemented.
 - Despite knowing the outcomes of the November General Election, it will most likely take some time for any changes to be implemented.
- *What has been the impact of shifting state funds from the Mandated Categoricals to the General State Aid?*
 - This funding is directly impacted by activity in the General Assembly. Only time will tell of the impact but it could result in hundreds of thousands of dollars.

One additional factor must be considered. We have been actively involved in collective bargaining. By the time all the above factors are settled, we will have completed our negotiations. We will need to keep these factors in mind as we negotiate and, hopefully, will have more information from the State to factor into the bargaining discussions.

The most important thing to consider at this point is we will need time to determine the adverse impact of these factors on the District. Our suggestion at this time is that we wait until decisions are made and then take the time (possibly 4-6 months) to study the long-term impact on our District. Once we know the impact, we will be able to clearly discuss how the District will be affected. We can then develop a five-year projection and know what funds we need to operate the District for the long-run.

Despite not knowing the future of the State direction and the impact that it will have on us, we have three options that must be considered. What the State ultimately does will simply accelerate the need to take action and will affect the scope of what needs to be done. The Options outlined in the next section remain directions that the District must explore and on which the Board will need to take action.

Section VII: Planning for the Future – Three Options to Consider

In this section, we present three options for moving forward. However, Option 1 is only a short-term solution to our financial solvency, and ultimately we need to move to either Option 2 or 3.

OPTIONS

Option 1

Seek to Maintain the Current Level of Programs and Services with Current Funding Sources

Option 1 proposes that the District continue to operate using the same cost containment and program reduction approaches as we have done. It also assumes that there will be no further changes to our funding sources. By this we mean that we will levy the CPI plus any new redevelopment and improvements. If we take this pathway, we have approximately 3-5 years before the District cannot sustain its fund balances and ultimately its operation.

As a reminder, our current approach is to seek no expansion of programs and services and to simply maintain the current programs and services as they will exist starting 2017 – 2018. With respect to cost containment, we have taken much of the action we can already without dramatically affecting these programs and services. We could look for further cost savings as contracts with vendors come up, but this seems to be our only course moving forward. None of these steps, however, will place the District in a stronger financial position to sustain us into the future.

OPTION 1	
Use Same Approach to Address Current Needs with Current Revenue Sources	
Key Components	Projected Impact Over Next 5 Years
Enrollment <ul style="list-style-type: none"> • Projection indicates modest but steady increase 	Enrollment <ul style="list-style-type: none"> • Projected increase of 151 to 2,341. • Increases affect all schools in varying degrees
Class Size Range <ul style="list-style-type: none"> • K – 5 (22 – 28) • 6 – 8 (25 – 31) 	Class Size Range <ul style="list-style-type: none"> • Remains the same for all schools • No opportunity to reduce the class size
Programs and Services <ul style="list-style-type: none"> • Current Programs and Services • Implement additional math minutes at Lincoln • Student Services/Administrative Support 	Programs and Services <ul style="list-style-type: none"> • Reduce fine arts • Reduce literacy/math support • Reduce math minutes
Personnel <ul style="list-style-type: none"> • Current Staff 284 FTE • Additional Staff to Address Enrollment Increase 6.0 FTE • Staff to Provide Additional Math Minutes 4.0 FTE • Student Services/Administrative Support 3.0 FTE (reduces 2.5 FTE certified staff) • PE to address increased enrollment <1FTE 	Personnel <ul style="list-style-type: none"> • Reduction in force to raise class sizes K-5 (26-32) • Maintain PE staffing to comply with IL School Code • Reduce 4.0 FTE math at middle school
Facilities Needs <ul style="list-style-type: none"> • Westbrook and Fairview are at capacity • Lions Park and Lincoln can absorb projected enrollment increases 	Facilities Needs <ul style="list-style-type: none"> • Westbrook 2 mobiles 2017-18 • Fairview 1 mobile 2018-19 • Lions Park no change • Lincoln will have to double up on classroom space utilization by teachers
School Configuration <ul style="list-style-type: none"> • Westbrook PreK – 1 • Fairview 2 – 5 • Lions Park 2 – 5 • Lincoln 6 – 8 	School Configuration <ul style="list-style-type: none"> • Remains the same for all schools
Budget/Fund Balances <ul style="list-style-type: none"> • Will continue with deficit spending resulting in decreased fund balances 	Budget/Fund Balances <ul style="list-style-type: none"> • 2017 – 18 34% Fund balances still satisfy Board Policy guidelines • 2018 – 19 23% Fund balances fall below Board Policy guidelines • 2019 – 20 10% Fund balances remain below Board Policy guidelines • 2020 – 2 -2.35% Fund balances are exhausted • 2021 – 22 -16% Fund balances are exhausted

Option 2
Seek to Pass a Referendum to the Education Fund.

Option 2 proposes that the District seek an Education Fund referendum with the purpose of maintaining our current programs and services, and staffing pattern for a 15-20 year period. A successful referendum would not only maintain our current programs and staffing, it would keep District 57 comparable to neighboring districts in these areas as well as with staff compensation. Option 2, however, would not address the District’s emerging facility issues neither as delineated in Option 1 nor would it permit the District to explore lowering class size ranges.

OPTION 2	
Seek an Education Fund Referendum	
Key Components	Projected Impact Over Next 5 Years
Enrollment <ul style="list-style-type: none"> • Projection indicates modest but steady increase 	Enrollment <ul style="list-style-type: none"> • Projected increase of 151 to 2,341. • Increases to affect all schools in varying degrees
Class Size Range <ul style="list-style-type: none"> • K – 5 (22 – 28) • 6 – 8 (25 – 31) 	Class Size Range <ul style="list-style-type: none"> • Remains the same for all schools • If space becomes available, class size could be reduced
Programs and Services <ul style="list-style-type: none"> • Current Programs and Services • Implement additional math minutes at Lincoln • Student Services/Administrative Support • Learning Resource Center (LRC) staff to 1.0 FTE per building • Kindergarten Fine Arts • 4th grade orchestra program 	Programs and Services <ul style="list-style-type: none"> • Able to maintain all existing programs for 15-20 years. • Reinstate LRC, Kindergarten Fine Arts programs, and 4th grade orchestra
Personnel <ul style="list-style-type: none"> • Current Staff 284 FTE • Additional Staff to Address Enrollment Increase 6.0 FTE • Staff to Provide Additional Math/Science Minutes 4.0 FTE • Student Services/Administrative Support 3.0 FTE • PE to address increased enrollment <1FTE • Learning Resource Center (LRC) staff to 1.0 FTE per building • Kindergarten Fine Arts • 4th grade orchestra program 	Personnel <ul style="list-style-type: none"> • Maintain all current essential and highly valued staffing pattern • 1.5 FTE Learning Resource Center (LRC) increase – up from current FTE of 2.5 across the 4 schools • 1.2 FTE increase in Kindergarten Fine Arts – up from current FTE of .4 at Westbrook. • 1.0 FTE increase for grade orchestra/band program – currently 2.0 FTE
Facilities Needs <ul style="list-style-type: none"> • Westbrook and Fairview are at capacity • Lions Park and Lincoln can absorb projected enrollment increases 	Facilities Needs <ul style="list-style-type: none"> • Westbrook 2 mobiles 2017-18 • Fairview 1 mobile 2018-19 • Lions Park no change • Lincoln will have to double up on classroom space utilization by teachers
School Configuration <ul style="list-style-type: none"> • Westbrook PreK – 1 	School Configuration <ul style="list-style-type: none"> • Remains the same for all schools

<ul style="list-style-type: none"> • Fairview 2 – 5 • Lions Park 2 – 5 • Lincoln 6 –8 	
<p>Budget/Fund Balances</p> <ul style="list-style-type: none"> • The District will be able to operate a balanced budget 	<p>Budget/Fund Balances</p> <ul style="list-style-type: none"> • The fund balances are maintained at the levels delineated in Board Policy (30-50% with a target of 40%)

Option 3

Seek to Pass Two Referenda, Education Fund and Building Fund

Option 3 proposes that the District seek first an Education Fund referendum as outlined in Option 2 and a Building Fund referendum to address our facilities. Option 3 has four key components to it.

1. Lincoln is our oldest facility and the one in the most need of improvement. At some point over the next 10 years, Lincoln will need to either be razed or totally renovated. The cost to renovate would have to be weighed against the cost to rebuild.
2. The District grade level centers would have a slightly different configuration. In this Option, the configuration would be as follows:
 - a. Westbrook remains the same – PreK-1 grade level center
 - b. Fairview and Lions Park would be reconfigured into grades 2-4 elementary centers, and
 - c. Lincoln would be reconfigured into a grades 5 – 8 middle school.
3. This Option also builds in the expansion of Kindergarten to a Full-Day Program with additional classrooms, small group instructional space, and a gym being added to Westbrook.
4. Finally, this Option addresses the need to reduce class size across all schools.

With respect to the referenda, Option 3 proposes that the District successfully pass an Education Fund increase in the next three years. Then in the following 5-7 years the District would need to pass a Building Fund referendum for facility improvements to Lincoln and Westbrook. The Board has had many conversations over the years about the eventual need to address the capital improvements needed at Lincoln. It is a building that is more than 60 years old and it is challenging to meet the needs of 21st century schooling. The estimated cost of a new Lincoln Middle School configured for Grades 5 – 8 is approximately \$62 million dollars.

The Administration also considered the possibility of keeping the configuration of the schools the same. However, this option would be costlier to the District as it would necessitate additional space to be added to all four schools, as this option addresses a reduction in class size.

If the District builds a new grades 5 – 8 Lincoln Middle School, we would configure this school to have a 5 – 6 wing and a 7 – 8 wing to better address the social-emotional and age appropriate needs of the students.

Option 3 as proposed would position the District well for the next two decades.

OPTION 3	
Seek an Education Fund and Building Fund Referenda in the Next 7 Years	
Key Components	Projected Impact Over Next 5 Years
Enrollment <ul style="list-style-type: none"> • Projection indicates modest but steady increase 	Enrollment <ul style="list-style-type: none"> • Projected increase of 151 to 2,341. • Increases to affect all schools in varying degrees
Class Size Range <ul style="list-style-type: none"> • K – 5 (22 – 28) • 6 – 8 (25 – 31) 	Class Size Range <ul style="list-style-type: none"> • K – 1 (20 – 23) • 2 – 5 (22 – 25) • 6 – 8 (24 – 28)
Programs and Services <ul style="list-style-type: none"> • Current Programs and Services • Implement additional math minutes at Lincoln • Student Services/Administrative Support • Learning Resource Center (LRC) staff to 1.0 FTE per building • Kindergarten Fine Arts • 4th grade orchestra program • Full-Day Kindergarten 	Programs and Services <ul style="list-style-type: none"> • Able to maintain all existing programs for 15-20 years. • Reinstate LRC, Kindergarten Fine Arts programs, and 4th grade orchestra • Expand our Kindergarten Program to Full-Day
Personnel <ul style="list-style-type: none"> • Current Staff 284 FTE • Additional Staff to Address Enrollment Increase 6.0 FTE • Staff to Provide Additional Math Minutes 4.0 FTE • Student Services/Administrative Support 3.0 FTE • Additional 5.0FTE Certified Staff for FDK • PE to address increased enrollment <1.0 FTE • Learning Resource Center (LRC) staff to 1.0 FTE per building • Kindergarten Fine Arts • 4th grade orchestra program 	Personnel <ul style="list-style-type: none"> • Maintain all current essential and highly valued staffing pattern • 1.5 FTE Learning Resource Center (LRC) increase – up from current FTE of 2.5 across the 4 schools • 1.2 FTE increase in Kindergarten Fine Arts – up from current FTE of .4 at Westbrook. • 1.0 FTE increase for grade orchestra/band program – currently 2.0 FTE • Increase Kindergarten and special area staffing to meet the needs of the FDK <ul style="list-style-type: none"> ○ 5.0 FTE Kindergarten teachers ○ .5 FTE music, ○ .5 FTE Art, and ○ .5 FTE PE
Facilities Needs <ul style="list-style-type: none"> • Westbrook and Fairview are at capacity • Lions Park and Lincoln can absorb projected enrollment increases 	Facilities Needs <ul style="list-style-type: none"> • Westbrook <ul style="list-style-type: none"> ○ 6 classrooms ○ Gym ○ Small group instructional space • Fairview – No Change – recapture space • Lions Park – No Change – recapture space • Lincoln <ul style="list-style-type: none"> ○ Build a new middle school that is configured grades 5-8
School Configuration <ul style="list-style-type: none"> • Westbrook PreK – 1 • Fairview 2 – 5 	School Configuration <ul style="list-style-type: none"> • Reconfigure schools as follows: <ul style="list-style-type: none"> ○ Westbrook – PreK – 1 No Change

<ul style="list-style-type: none"> • Lions Park 2 – 5 • Lincoln 6 –8 	<ul style="list-style-type: none"> ○ Fairview Grades 2 – 4 ○ Lions Park Grades 2 – 4 ○ Lincoln Grades 5 – 8
Budget/Fund Balances <ul style="list-style-type: none"> • The District will be able to operate a balanced budget • The Education Fund Referendum would include the reduction of class size and additional staffing needs (delineated above) • The Building Fund would permit capital improvements to Westbrook and Lincoln Middle School. 	Budget/Fund Balances <ul style="list-style-type: none"> • The fund balances are maintained at the levels delineated in Board Policy (30-50% with a target of 40%) • There are sufficient funds to build a new Lincoln Middle School • There are sufficient funds for the additional space at Westbrook.

Projected Costs of Options 1, 2, and 3 Personnel and Facilities Needs			
	Option 1	Option 2	Option 3
Personnel Costs (FTE)			
Certified Staff	\$10,030,753 (169)	\$10,262,753 (173)	\$10,668,753 (180)
ESP Staff	\$2,915,667 (117*)	\$2,915,667 (117*)	\$2,915,667 (117*)
Administration	\$1,500,902 (13)	\$1,500,902 (13)	\$1,500,902 (13)
Facilities Needs			
Classrooms			\$6,000,000
Gym Space			\$1,800,000
New Lincoln			\$62,000,000**

*ESP staffing is most notably impacted by number of instructional assistants needed to meet special education IEP requirements and, therefore, difficult to project.

**Cost does not reflect the inclusion of a district administration center

Summary and Next Steps

The purpose of this comprehensive study is to provide the Board of Education with key information to guide our future decision-making and a strategy to move forward. This study includes several parts so as to give the Board of Education a comprehensive view of what steps the District has taken to be fiscally responsible as well as to present the current realities that the District must address with respect to enrollment, facilities, and finances. Key areas addressed in the paper include the following:

1. Financial Landscape
2. Enrollment History and Projections
3. Facility Improvements
4. Staff and Program Reductions Over the Past Eight Years

5. Future Initiatives for District 57
6. Referendum Considerations
7. Planning for the Future: Three Options for the Future

The findings of the study indicate that the District will need to address three key priorities of development:

1. The district will need to seek an Education Fund Tax Rate Increase in the next 18 months in order to preserve the district's fiscal solvency to meet the regular expenses and address the growing enrollment.
2. With the changes occurring in education and in schooling for the 21st century, other supportive services and programs are needed to meet the needs of our students.
3. The increasing enrollment coupled with the need to implement capital improvements will require us to create a plan to house students and keep our facilities in safe operating order.

Next Steps

Education Fund Tax Rate Increase – Referendum

The first priority moving forward is for the Board of Education to determine when to seek an Education Fund Tax Rate Increase. Administration recommends going to referendum for an Education Fund increase at the March 20, 2018 election (Gubernatorial Primary Election). If the referendum fails, reduction in force and in services would have to be implemented for the 2018 – 2019 school year. A second referendum attempt would occur at the November 6, 2018 election (Gubernatorial General Election). Successfully passing an Education Fund Referendum will ensure fiscal solvency for the District for the next 15 – 20 years. This is paramount.

Steps to begin undertaking toward this process include the following:

- Create a clear question,
- Determine the specific amount of money needed and what it will be used for,
- Publish the list of staff and program cuts that will be eliminated if the referendum does not pass,
- Find active empty nesters to be strong advocates of the referendum; engage people in senior living facilities, community centers, park districts, and explain their duties as citizens and community members,
- Partner with PTO's/PTA, Park District, Village, Chamber of Commerce,
- Be consistent with the need, the story, the message,
- Consult with the district attorney to have a clear understanding of the roles the administration and BOE members can play in the process; and
- Identify the opposition and any skeletons in the closet.

Programming/Services and Staffing Needs

Second, we have current needs for programming and staffing that will need to be built into the staffing plan for the 2017 – 2018 school year and beyond. These positions were presented to the Board of Education at the November 17th meeting during the annual fall financial projections. To summarize those staffing changes we will need 6.0 FTE to address needs at the K – 5 level, 4.0 FTE to address needs at the middle school, and 3.0 FTE to address administrative support.

Facility Improvements

First, the District is required by law to address the priority items identified in the Ten Year Life Safety Audit conducted in October 2016. Fortunately, the expenses for addressing all of the A/B items are estimated not to exceed \$250,000.

Second, beginning in the 2017-2018 school year, the District will need to construct two mobile classrooms at Westbrook. Depending on actual enrollment following next year, additional mobile classrooms may be necessary. In all likelihood as the enrollment matriculates and grows over the next few years, the district will probably have to construct mobile classrooms at Fairview.

Should the District continue to see enrollment growth or even stabilize, additional space will be required over the next decade. This pattern will need to be monitored and a determination will need to be made as to whether the District seeks to add classrooms to Westbrook and Fairview or explore a reconfiguration of grades to alleviate the overcrowding.

Long Range Facility Outlook

Getting the District's Education Fund into a healthy position for the long-term should be the top priority for the Board of Education and Administration. Once fiscal solvency is secured, attention can be given to investigating the options for addressing facility needs. This process could begin in the next 5 – 7 years. An exploratory committee can be formed to investigate building expansion versus new facilities. The committee can investigate expansion options at the elementary schools with renovations to Lincoln or new construction and re-configuration at Lincoln.

Conclusion

Administration recommends actively pursuing an Education Fund Tax Rate Increase at the March 20, 2018 election. Hopefully, it will pass on the first attempt. If not, we recommend going back to the community at the November 6, 2018 election. Further, Administration recommends that a consultant be secured to guide the District in the process.

KSF = Key Success Factor
 ST = Short-term 1-2 years
 LT = Long-term 3-5 years

District 57 Strategic Plan
 Update: January 2017

Strategic Challenges and Objectives, Key Goals and Action Plans 2016-2021				
KSF	Strategic Objectives	Strategic Challenges	Key Goals	Key Action Plans
Outstanding Student Performance	<ul style="list-style-type: none"> Ensure all students in the aggregate and in subgroups meet or exceed internal and state student performance targets annually 	<p>Monitor internal performance targets</p> <p>Manage the complexities of the PARCC assessments</p> <p>Implement requirements of IL Balanced Accountability Measures legislation</p>	<p>1a) Monitor achievement on internal performance measures; address individual needs of students who do not meet targets</p> <p>1b) Monitor performance on state achievement tests; address individual needs of students who do not meet state standard</p>	<p>1-1. Investigate and monitor district assessment system as it pertains to PARCC/DLM, ACCESS, IL Science Assessment, MAP, and CBM's as defined in current legislation (ST/LT)</p> <p>1-2. Monitor and refine reporting mechanisms as they relate to legislative requirements (LT)</p>
	<p><i>Key Action Plans TEXT in</i></p> <ul style="list-style-type: none"> BLACK is moving according to plan YELLOW has begun but progress is slower than anticipated RED has not yet begun but on target 			

KSF = Key Success Factor
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District 57 Strategic Plan
 Update: January 2017

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Coherent and Rigorous Programs and Services</p>	<ul style="list-style-type: none"> Sustain the relevance and rigor of student learning 	<p>Manage the requirements of curriculum revision due to new standards by the State across multiple disciplines</p>	<p>2a) Develop and document a curriculum review process that includes a multi-year review calendar with 5 year projections</p> <p>2b) Revise and monitor the progress of the 3 year State Technology Plan and revise the District Technology Plan for curricular and financial implications</p>	<p>2-1. Conduct Phase I (Evaluation and Research) for K – 8 in social studies (ST)</p> <p>2-2. Continue to monitor the District Leadership Team as it relates to implementation of RtI (LT)</p> <p>2-3. Continue to monitor the Special Education Steering Committee’s implementation of audit recommendations (ST/LT)</p> <p>2-4. Implement increased math instructional minutes at the middle school effective for the 2017 – 2018 school year (ST)</p> <p>2-5. Conduct Phase III (Professional Development) K – 8 science curriculum (ST)</p> <p>2-6. Conduct Phase II full implementation at K – 5 and partial implementation grades 6 – 8 in science as units are designed (ST)</p> <p>2-7. Conduct Phase I (Evaluation and Research) for Grades 6-8 health (ST)</p> <p>2-8. Monitor 1:1 implementation of Chrome Books for Grade 8 and the Wildcats Team at Lincoln (ST/LT)</p> <p>2-9. Revisit full-day kindergarten including implications impacting curriculum, staffing, and facilities (LT)</p> <p>2-10. Monitor the honors geometry class at LN and the transition of these student to PHS (ST/LT)</p>
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District 57 Strategic Plan
 Update: January 2017

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Safe, Caring, Supportive Learning Environment</p>	<ul style="list-style-type: none"> Maintain facilities that are updated and safe to support learning environments Ensure the development of self-awareness and self-management skills to achieve school and life success 	<p>Address the facility, staffing, and instructional needs resulting from potential changes in programming</p> <p>Outdated facility and technical infrastructure and environmental challenges</p>	<p>3a) Maintain a Master Facilities Plan</p> <p>3b) Maintain Administrative Procedures Manual to accompany Board Policy and state/federal legislation</p>	<p>3-1. Review recommendations of the RETA facilities security audit for long-term sustainability (ST)</p> <p>3-2. Monitor the implementation of Social Emotional Learning Standards (LT)</p> <p>3-3. Monitor impact of Westbrook parking lot expansion in light of zoning delays and seeking variance for islands (ST)</p> <p>3-4. Conduct state required 10 year life safety review and implement findings into the Master Facilities Plan (ST)</p> <p>3-5. Review and investigate architectural and construction management service models for implementation into summer capital projects (ST)</p> <p>3-6. Review district-created administrative procedures in conjunction with PRESS procedures and exhibits to eliminate duplication and those procedures/exhibits which do not apply (ST)</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Climate & Communications</p>	<ul style="list-style-type: none"> Operate in a framework that promotes a climate of trust, honesty, and respect among all district stakeholders 	<p>Maintain effective communications systems that provide timely information and matches the community's need to know</p>	<p>4a) Maintain District comprehensive communications action plan</p> <p>4b) Explore the administration of satisfaction surveys and report findings to determine student, staff, and parent perceptions of our schools and the District – biannually</p> <p>4c) Support a collaborative environment that fosters mutual respect and appreciation</p>	<p>4-1. Review and revise Board of Education community engagement plan (ST)</p> <p>4-2. Expand the use of Bus Bulletin as the primary source of parent communication for bus riders (ST)</p> <p>4-3. Engage a consulting firm that can present a systematic approach to the Board of Education that addresses the District's long-term financial position (LT)</p> <p>4-4. Investigate with possible implementation an extended student registration window (ST)</p> <p>4-5. Establish Parent/Teacher Advisory and Behavioral Intervention Committees as required in PA99-456 to review student discipline (7:190) and behavior (7:230) policies (ST)</p> <p>4-6. Investigate online web store for purchase of supplies/services through the school year (ST)</p>

KSF = Key Success Factor
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District 57 Strategic Plan
 Update: January 2017

<p style="text-align: center;">Highly Qualified Staff</p>	<ul style="list-style-type: none"> Recruit, hire, train, and retain qualified personnel in compliance with state and federal guidelines 	<p>Monitor impact of Senate Bill 7 and the Performance Education Reform Act (PERA)</p>	<p>5a) Ensure all certificated/certified staff members are highly qualified and meet state licensure and endorsement requirements</p> <p>5b) Monitor all staff performance using supervision/evaluation plans</p> <p>5c) Build professional development plan to implement the District programs and services to ensure staffs are knowledgeable</p> <p>5d) Monitor all employee contracts, MPEA, MPESPA, and Administration</p>	<p>5-1. Investigate the need to Continue partnership with Center for Educational Change (CEC)/Board of Education/MPEA (ST)</p> <p>5-2. Conduct Phase II (Implementation) of the Professional Practice Evaluation System that includes student growth and is PERA aligned (ST/LT)</p> <p>5-3. Monitor the District Professional Development Plan that addresses additional time per MPEA CBA (ST)</p> <p>5-4. Conduct professional development sessions in the areas of science, technology integration, assessment, student learning and core curriculum (ST)</p> <p>5-5. Negotiate the next MPEA contractual bargaining agreement (ST)</p> <p>5-6. Review and update all non-certified job descriptions within the context of recent legal requirements (ST)</p>
<p style="text-align: center;">Healthy Financial Position</p>	<ul style="list-style-type: none"> Ensure fiscal solvency of the District 	<p>Proactively manage in an environment of changing funding and expenditure patterns</p> <p>Monitor per pupil expenditure allocations in light of changing enrollment pattern</p>	<p>6a) Develop cost-effective staffing plans for essential/highly valued programs and services</p> <p>6b) Operate annual fiscal budgets that support the strategic plan initiatives and maintain responsible fund balances as directed by the Board of Education</p>	<p>6-1. Investigate shared business services with neighboring district (LT)</p> <p>6-2. Continue working with District 59 in the process of abolishing the Elk Grove Township School Treasurer position (ST)</p> <p>6-3. Finalize bond issuance in response to the previously approved reimbursement resolution for the work completion of the Westbrook parking lot (ST)</p> <p>6-4. Investigate the transfer of accumulated funds in the Debt Services Fund to the Education Fund (ST/LT)</p> <p>6-5. Develop a comprehensive study by the end of the 2016 – 2017 school year that addresses programming, staffing and facility initiatives based on the District’s financial solvency resulting from both a successful or unsuccessful referendum (ST)</p>



**Mount Prospect School District 57
Board of Education**

**PERSONNEL TRANSACTIONS
JANUARY 19, 2017**

POLICY REFERENCE 5:30

That the Board of Education approve the employment of the following ESP individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Catherine Bauer	Nurse	Lions Park	1/3/17	\$23.00/hour

That the Board of Education approve the change in status of the following ESP employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Debra Gosch	From .5 FTE to 1.0 FTE Clerical Assistant	Lincoln	1/3/17

That the Board of Education accept the retirement of the following ESP employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Dawn Bays	Custodian	Westbrook	6/30/17

MOUNT PROSPECT SCHOOL DISTRICT 57

Monthly Financial Report December 2016

**Fund Balance Report
Treasurer's Report
Revenue Report
Expenditure Report
Cash and Investment Summary
Payroll Ratification
Accounts Payable Ratification**

Adam Parisi
Assistant Superintendent
for Finance and Operations

Gavin McGinn
Accounting Coordinator

Mount Prospect School District 57

Fund Balance Report

December 2016

Board Funds

Fund	Description	Cash Basis	YTD			Fund
		Fund Balance	Revenues	Expenditures	Transfers	Balance
		7/1/2016				12/31/2016
10	Educational	\$ 6,602,173	\$ 8,303,431	\$ 8,252,036	\$ -	\$ 6,653,568
20	Operations & Maintenance	34,083	1,345,465	840,739	-	538,809
30	Debt Service	1,280,789	334,956	553,532	-	1,062,213
40	Transportation	1,039,329	325,501	268,910	-	1,095,920
50	I.M.R.F.	356,204	114,947	138,815	-	332,336
51	Social Security	145,979	114,587	167,368	-	93,198
60	Capital Projects	8,115	-	607,814	-	(599,699)
70	Working Cash	1,764,904	2,006,449	-	-	3,771,353
Total		\$ 11,231,576	\$ 12,545,336	\$ 10,829,214	\$ -	\$ 12,947,698

Activity Fund

Account	Description	Balance	YTD			Account
		7/1/2016	Revenues	Expenditures	Transfers	Balance
						12/31/2016
100	Education Foundation	\$ 3,954	\$ 16,056	\$ 3,954	\$ -	\$ 16,056
300	Fairview Clearing	-	-	-	-	-
310	Fairview Program	10,729	14,204	15,553	-	9,379
320	Fairview Staff	479	159	-	-	638
400	Lincoln Clearing	(3,834)	14,583	22,431	-	(11,682)
410	Lincoln Program	35,637	21,314	26,964	-	29,988
420	Lincoln Staff	11	-	-	-	11
500	Lions Park Clearing	(1,018)	10,811	11,530	-	(1,736)
510	Lions Park Program	7,292	1,372	1,356	-	7,308
520	Lions Park Staff	10	-	-	-	10
600	Westbrook Clearing	4,987	-	1,980	-	3,007
610	Westbrook Program	10,753	7,011	6,643	-	11,121
620	Westbrook Staff	137	-	-	-	137
Total		\$ 85,422	\$ 85,510	\$ 90,410	\$ -	\$ 64,237

Mount Prospect School District 57
Treasurer's Report
December 2016

Institution	Type	Purchase Date	Maturity Date	Yield	Purchase Value	Market Value
American Community Bank & Trust	FDIC MMA	06/28/11	N/A	Varies	\$243,366.85	\$243,366.85
Cornerstone National Bank & Trust	FDIC MMA	11/10/09	N/A	Varies	248,261.87	248,261.87
BMO-Harris Bank	Collateral MMA	Various	N/A	Varies	518,009.90	518,009.90
JP Morgan-Chase Bank	Savings	Various	N/A	Varies	15,826.15	15,826.15
MB Financial	FDIC MMA	11/17/08	N/A	Varies	249,220.04	249,220.04
Mount Prospect State Bank	FDIC MMA	08/11/11	N/A	Varies	244,437.53	244,437.53
Northern Trust	Brokerage Acct	Various	Various	Varies	151,860.89	151,860.89
PMA-Citibank	Collateral SDA	Various	N/A	Varies	7,457,408.83	7,457,408.83
PMA-MMA	MMA General	Various	N/A	Varies	543.79	543.79
PMA-ISDLAF	MMA-Working Cash	Various	N/A	Varies	2,004,622.95	2,004,622.95
Total					\$11,133,558.80	\$11,133,558.80

Mount Prospect School District 57

Revenue Report December 2016

Source	Source Description	Budget	Activity	Balance	% of budget remaining	
					2017 YTD	2016 YTD
11XX	Property Taxes	\$ 17,928,446	\$ 8,289,792	\$ 9,638,654	53.8%	54.5%
1230	CPPR Taxes	492,000	188,744	303,256	61.6	61.3
13XX	Tuition	7,000	3,105	3,895	55.6	0.7
1411	Transportation Fees	300,000	270,898	29,102	9.7	2.7
1510	Interest Earnings	39,200	2,029,928	(1,990,728)	-5078.4	43.6
1611	Food Service Fees	195,000	102,468	92,532	47.5	47.7
1720	Activity Fees	130,500	85,460	45,040	34.5	33.5
1811	Instruction Fees	238,000	244,707	(6,707)	-2.8	0.4
1910	Facility Rentals	1,000	-	1,000	100.0	100.0
1920	Donations	500	-	500	100.0	100.0
1950	Refund of PY Expenditures	20,000	12,792	7,208	36.0	100.0
1960	TIF	852,918	-	852,918	100.0	100.0
1993	Kids' Corner & Circle of Friends	580,000	295,481	284,520	49.1	51.5
1999	Other Local Revenues	76,010	90,604	(14,594)	-19.2	49.9
Sub-Total Local		\$ 20,860,574	\$ 11,613,980	\$ 9,246,594	44.3%	54.9%
3001	General State Aid	850,000	384,199	465,801	54.8	54.5
31XX	Special Education	766,800	126,280	640,520	83.5	49.2
3305	Bilingual Education	66,195	13,142	53,053	80.1	68.8
3360	Food Service	1,000	27	973	97.3	85.4
35XX	Transportation	104,000	-	104,000	100.0	53.8
3800	Library Grant	1,500	-	1,500	100.0	100.0
3800	Other State Revenues	200	-	200	100.0	100.0
Sub-Total State		\$ 1,789,695	\$ 523,649	\$ 1,266,047	70.7%	52.7%
42XX	Food Service	60,000	16,396	43,604	72.7	71.7
4300	Title I	100,758	24,885	75,873	75.3	73.1
46XX	Special Education	447,973	277,980	169,993	37.9	75.6
4869	Stimulus Programs	76,851	35,774	41,077	53.4	49.7
49XX	Medicaid Matching	100,000	36,975	63,025	63.0	49.1
4932	Title II	34,214	-	34,214	100.0	91.4
4909	Title III	18,778	15,701	3,077	16.4	-7.9
Sub-Total Federal		\$ 838,574	\$ 407,711	\$ 430,863	51.4%	69.5%
Total		\$ 23,488,843	\$ 12,545,339	\$ 10,943,504	46.6%	55.3%

Mount Prospect School District 57

Expenditure Report December 2016

Function	Program Name	Budget	Activity	Balance	% of budget remaining	
					2017 YTD	2016 YTD
1100	Regular Programs	\$ 10,234,767	\$ 3,818,711	\$ 6,416,056	62.7%	64.9%
1200	Special Education Programs	3,324,840	1,277,578	2,047,262	61.6	62.1
1500	Interscholastic Programs	124,275	38,581	85,694	69.0	58.1
1600	Summer School Programs	13,897	16,023	(2,126)	-15.3	0.0
1800	Bilingual Programs	100,254	20,249	80,005	79.8	67.6
2110	Social Worker	388,258	128,967	259,291	66.8	66.5
2130	Health Services	269,745	100,507	169,238	62.7	60.8
2140	Psychological Services	153,673	43,998	109,675	71.4	67.8
2150	Speech & Audiology Services	569,187	191,508	377,679	66.4	67.0
2190	Other Support Services - Pupils	169,144	59,963	109,181	64.5	62.2
2210	Improvement of Instruction Services	564,422	269,003	295,419	52.3	51.2
2220	Educational Media Services	301,657	111,621	190,036	63.0	62.5
2230	Assessment and Testing	37,450	34,375	3,075	8.2	11.5
2310	Board of Education Services	178,250	88,429	89,821	50.4	36.7
2320	Executive Administration Services	345,933	172,613	173,320	50.1	50.3
2330	Special Area Administrative Services	196,239	96,149	100,090	51.0	51.0
236X	Insurances	156,000	75,648	80,352	51.5	1.1
2410	Office of Principal Services	1,104,075	534,698	569,377	51.6	55.0
2510	Direction of Business Support Services	239,501	129,385	110,116	46.0	50.0
2520	Fiscal Services	314,183	154,052	160,131	51.0	51.7
2530	Construction Services	850,000	607,814	242,186	28.5	15.7
2540	O&M of Plant Services	2,014,511	889,498	1,125,013	55.8	53.7
2550	Pupil Transportation Services	731,600	268,911	462,689	63.2	63.8
2560	Food Services	236,000	81,089	154,911	65.6	56.7
2570	Internal Services	28,550	15,567	12,983	45.5	15.7
2620	Research and Development	100	-	100	100.0	100.0
2630	Information Services (Public Relations)	20,000	4,217	15,783	78.9	63.6
2640	Staff Services (Human Resources)	158,314	99,002	59,312	37.5	37.5
2660	Data Processing Services (Technology)	1,055,870	610,556	445,314	42.2	40.9
3000	Child Care Services	261,141	104,966	156,175	59.8	59.2
4120	Payments for Special Education Programs	554,816	231,997	322,819	58.2	53.3
5XXX	Debt Services	755,875	553,532	202,343	26.8	23.8
Total		\$ 25,452,527	\$ 10,829,206	\$ 14,623,321	57.5%	54.7%

Mount Prospect School District 57

Cash and Investment Summary December 2016

Board Accounts

Bank	Description	Ending Balance
Various	Investments per Treasurer's Report	\$ 11,133,559
FirstMerit	Imprest Account	\$ 4,300
Illinois National	E-Pay Settlement Account	\$ 251,518
FirstMerit	Board Account	\$ 975,405
FirstMerit	Payroll Account	\$ -
	Total	\$ 12,364,782

Activity Account

Bank	Description	Ending Balance
FirstMerit	Activity Account	\$ 64,237
	Total	\$ 64,237

Mount Prospect School District 57

Payroll Ratification

December 2016

	<u>Fund</u>	<u>Amounts</u>
Salaries	Educational	\$ 610,154
	Operations & Maintenance	27,669
	December 15, 2016 Salary Total	<u>\$ 637,823</u>
Benefits	Educational	\$ 149,116
	Operations & Maintenance	5,304
	Municipal Retirement/Social Security	33,490
	December 15, 2016 Benefit Total	<u>\$ 187,910</u>
	December 15, 2016 Payroll Total	<u>\$ 825,734</u>
Salaries	Educational	\$ 604,931
	Operations & Maintenance	28,228
	December 23, 2016 Salary Total	<u>\$ 633,159</u>
Benefits	Educational	\$ 135,867
	Operations & Maintenance	4,824
	Municipal Retirement/Social Security	32,318
	December 23, 2016 Benefit Total	<u>\$ 173,009</u>
	December 23, 2016 Payroll Total	<u>\$ 806,168</u>
	Payroll Total	<u><u>\$ 1,631,902</u></u>

Mount Prospect School District 57

Accounts Payable Ratification

December 2016

<u>Fund</u>	<u>Amounts</u>
Educational	\$ 156,434.45
Operations & Maintenance	\$ 53,692.36
Debt Services	\$ 2,299.17
Transportation	\$ 59,773.32
Municipal Retirement/Social Security	\$ -
Capital Projects	\$ (350.00)
Working Cash	\$ -
Tort	\$ -
Fire Prevention & Safety	\$ -
Accounts Payable Total	<u><u>\$ 271,849.30</u></u>

MOUNT PROSPECT SCHOOL DISTRICT 57

**Accounts Payable Bills
January 19, 2017**

In accordance with Board Policy 4:50 Operational Services–Payment Procedures, this order authorizes administration to pay the following accounts payable bills totaling **\$582,377.45** (including imprest account) as approved at the Board of Education meeting held on the date referenced above.

Reviewed by: _____
Board of Education Member

Approved by: _____
Board of Education President

Attested by: _____
Board of Education Secretary

<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3543	12/14/2016	DERESINSKI, MARK	12/5/16	LN REF FEES	70.00
3544	12/14/2016	GARMS, THOMAS	12/12/16	LN REF FEES	70.00
3545	12/14/2016	HESS, RICHARD L	12/12/16	LN REF FEE	70.00
3546	12/14/2016	KWIECINSKI, RICK	12/8/16	LN REF FEE	70.00
3547	12/14/2016	LABUDA, MARK	12/6/16	LN REF FEES	70.00
3548	12/14/2016	MCGUIRE, MIKE	12/12/16	LN REF FEE	70.00
3549	12/14/2016	PERILLE, STEVE	12/12/16	LN REF FEE	70.00
	12/14/2016		12/5/16	LN REF FEE	70.00
3550	12/14/2016	SHUNICK, TOM	12/8/16	LN REF FEE	70.00
	12/14/2016		12/6/17	LN REF FEE	70.00
Totals for checks					700.00

<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
547747	12/16/2016	MASTERCARD CORPORATE CLIENTS	DEC 201600000	GENERAL SUPPLIES	65.45
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	33.95
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	5.49
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	145.90
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	37.45
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	53.08
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	59.12
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	66.91
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	104.23
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	18.86
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	27.45
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	109.89
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	199.66
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	17.94
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	14.86
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	122.22
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	37.33
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	75.45
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	154.94
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	37.90
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	92.96
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	26.09
	12/16/2016		DEC 201600000	TEXTBOOKS	40.47
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	130.00
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	130.00
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	130.00
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	130.00
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	50.00
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	140.00
	12/16/2016		DEC 201600000	DATA PROCESSING/STATISTICAL SE	59.95
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	39.93
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	36.23
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	50.24
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	35.88
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	30.87
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	33.40
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	27.78
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	25.60
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	59.99
	12/16/2016		DEC 201600000	TRAVEL	38.00
	12/16/2016		DEC 201600000	TRAVEL	38.00
	12/16/2016		DEC 201600000	TRAVEL	38.00
	12/16/2016		DEC 201600000	TRAVEL	32.00
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	33.96
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	15.07
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	50.00
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	67.00
	12/16/2016		DEC 201600000	TRAVEL	32.00
	12/16/2016		DEC 201600000	PROF. SERVICES/DEVELOPMENT	181.86
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	53.59
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	125.22
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	78.21
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	59.43
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	50.32
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	151.14
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	21.26

<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
547747	12/16/2016	MASTERCARD CORPORATE CLIENTS	DEC 201600000	GENERAL SUPPLIES	47.97
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	185.85
	12/16/2016		DEC 201600000	TRAVEL	16.49
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	42.75
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	93.15
	12/16/2016		DEC 201600000	GENERAL SUPPLIES	8.96
Totals for checks					4,117.70

<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
547762	12/20/2016	AT&T	4751024301	MIS W/MANAGED ROUTER	4,193.60
547763	12/20/2016	AT&T MOBILITY	X12152016	T HOPE MOBILE CONNECTION	41.80
547764	12/20/2016	CALL ONE	1/1/17	VOICE SERVICES	7,151.21
547765	12/20/2016	GROOT INDUSTRIES	14589137	FY 16-17 WASTE/RECYCLE AGREEMENT	214.93
	12/20/2016		14589138	FY 16-17 WASTE/RECYCLE AGREEMENT	214.93
	12/20/2016		14589140	FY 16-17 WASTE/RECYCLE AGREEMENT	214.93
	12/20/2016		14589139	FY 16-17 WASTE/RECYCLE AGREEMENT	501.88
547766	12/20/2016	VILLAGE OF MOUNT PROSPECT-W	12/15/16 ADM	ADM SEWER/WATER BILL	57.75
	12/20/2016		12/15/16 LP	LP SEWER/WATER BILL	458.65
	12/20/2016		12/15/16 WB	WB SEWER/WATER BILL	237.10
	12/20/2016		12/15/16 FV	FV SEWER/WATER BILL	500.85
	12/20/2016		12/15/16 LN	LN 1 SEWER/WATER BILL	68.30
	12/20/2016		12/15/16 LN	LN 2 SEWER/WATER BILL	363.70
	12/20/2016		12/15/16 LN	LN SEWER/WATER BILL	152.70
Totals for checks					14,372.33

<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
547768	01/06/2017	AT&T	S664047047-1	WAN DATA LINES	4,572.41
547769	01/06/2017	CITI CARDS	12/15/16	BRD MTG WATER	10.20
	01/06/2017		12/15/16 VG	VEHICLE GAS	35.15
	01/06/2017		12/15/16 SHO	SHOP SUPP	48.78
	01/06/2017		12/15/16 ADM	ADM KITCH SUPP	49.05
Totals for checks					4,715.59

NUMBER	DATE	VENDOR	INVOICE	DESCRIPTION	AMOUNT
547770	01/19/2017	ACRES GROUP	AEI_0254114	FY 16-17 LANDSCAPE MAINT CONTR	2,496.00
547771	01/19/2017	ALARM DETECTION SYSTEMS	SI450527	SEC ID BADGE	21.00
	01/19/2017		99552-1028	SECURITY MONITORING	9,231.03
	01/19/2017		SI450274	SEC ID BADGE	10.50
547772	01/19/2017	ANDERSON ELEVATOR COMPANY	199105	LN ELEVATOR SERV/ MAINT CONTR	519.75
547773	01/19/2017	ARLINGTON HEIGHTS SCHOOL DISTR	NOV EC	EC SNACKS	511.00
	01/19/2017		NOV FV KC	FV KC SNACKS	535.00
	01/19/2017		NOV LP KC	LP KC SNACKS	242.50
	01/19/2017		NOV WB KC	WB KC SNACKS	147.50
	01/19/2017		NOV F&R	F & R LUNCH	1,239.75
	01/19/2017		NOV FSCS	FSCS LUNCH	14,391.73
547774	01/19/2017	ARLINGTON POWER EQUIPMENT INC	711003	SNOWBLOWER REPAIR	40.00
	01/19/2017		711001	SNOWBLOWER REPAIR	61.60
547775	01/19/2017	ASCD	0012598771	ADM WORKSHOP	399.00
547776	01/19/2017	BSN SPORTS	98446975	LN ATHLETIC UNIFORMS	5,000.00
547777	01/19/2017	C.C.S.D. #59	1/9/17	FUNDS REIMBURSE	173,155.11
	01/19/2017		1/9/17 A	INTEREST FUNDS REIMBURSE	213.65
547778	01/19/2017	CAMCOR INC.	2408278	LN REPLACEMENT PROJECTOR	1,300.00
	01/19/2017		2408277	LN REPLACEMENT PROJECTOR	1,507.99
	01/19/2017		2407496	FV POSTER SUPP	72.00
	01/19/2017		2407262	FV POSTER SUPP	189.00
	01/19/2017		2404988	LN DOC CAMERA	598.00
547779	01/19/2017	CLIENTFIRST CONSULTING GROUP,	7070	ERATE CONSULT	336.25
	01/19/2017		7077	ERATE CONSULT	350.00
547780	01/19/2017	COMMUNICATION REVOLVING FUND	T1715325	COMM SERVICE FEE	25.00
547781	01/19/2017	CONSTELLATION NEW ENERGY	0037025852 L	LP GAS BILL	1,112.04
	01/19/2017		0037025852 F	FV GAS BILL	1,183.19
	01/19/2017		0037025852 L	LN 1 GAS BILL	1,179.53
	01/19/2017		0037025852 L	LN GAS BILL	1,328.48
	01/19/2017		0037025852 L	LN MB GAS BILL	222.10
	01/19/2017		0037025852 A	ADM BLDG GAS BILL	420.68
	01/19/2017		0037025852 W	WB GAS BILL	971.64
	01/19/2017		0036663081 L	LP GAS BILL	184.71
	01/19/2017		0036663081 F	FV GAS BILL	85.14
	01/19/2017		0036663081 L	LN GAS BILL	497.27
	01/19/2017		0036663081 L	LN GAS BILL	478.51
	01/19/2017		0036663081 L	LN MB GAS BILL	98.30
	01/19/2017		0036663081 A	ADM BLDG GAS BILL	258.62
	01/19/2017		0036663081 W	WB GAS BILL	249.82
547782	01/19/2017	COVE SCHOOL	SD57-1216	OOD TUITION	5,883.84
	01/19/2017		SD57-1116	OOD TUITION	8,335.44
547783	01/19/2017	DAILY HERALD - PADDOCK PUBLICA	T4458313	TAX LEVY PUBLICATION	302.40
547784	01/19/2017	EBS HEALTHCARE	000051474	PSYCH FEES FOR LN/FV	3,700.00
	01/19/2017		000051041	PSYCH FEES FOR FV/LN	5,060.00
547785	01/19/2017	ECKWALL, JAMES	12/2/16	LN PIANO TUNING	150.00
547786	01/19/2017	EMA CHICAGO INC.	16MTPRSPT01	HVAC CONTROL UNITS	2,365.00
547787	01/19/2017	FIRST STUDENT INC.	12302016 DR	DAILY ROUTES	34,595.64
	01/19/2017		12302016 AT	ATHLETIC TRIPS	976.25
	01/19/2017		12302016 PA	PERFORMING ARTS TRIPS	1,375.00
	01/19/2017		12302016 SR	SHUTTLE ROUTES	1,133.00
	01/19/2017		12302016 OOD	OOD ROUTES	3,275.40
	01/19/2017		12302016 SP	SP ED TRIPS	385.00
547788	01/19/2017	GENESIS TECHNOLOGIES	579293 ADM	ADM PRINTING FEES	1,268.23
	01/19/2017		579293 FV	FV PRINTING FEES	1,055.65
	01/19/2017		579293 LN	LN PRINTING FEES	1,777.57
	01/19/2017		579293 LP	LP PRINTING FEES	1,585.54

NUMBER	DATE	VENDOR	INVOICE	DESCRIPTION	AMOUNT
547788	01/19/2017	GENESIS TECHNOLOGIES	579293 WB	WB PRINTING FEES	1,451.54
547789	01/19/2017	GENESIS TECHNOLOGIES, INC	19914067	COPIER LEASES	2,299.17
547790	01/19/2017	GOPHER SPORTS	9254649	PE EQUIP	302.15
547791	01/19/2017	GREEN ASSOCIATES INC	2016508	10 YR LIFE SAFETY SURV	16,484.13
547792	01/19/2017	H.R. BOYD, INC.	200031598	ICE REMOVAL	687.00
	01/19/2017		200031577	SNOW/ICE REMOVAL	2,389.00
	01/19/2017		200031541	SNOW/ICE REMOVAL	1,538.00
	01/19/2017		200031631	SNOW REMOVAL	851.00
	01/19/2017		200031666	SNOW/ICE REMOVAL	1,963.50
547793	01/19/2017	HARFORD, MICHELLE	12/8/16	COMMUNICATIONS	332.50
547794	01/19/2017	HEARTLAND BUSINESS SYSTEMS	218380-H	MANAGED IT SERV	1,590.00
547795	01/19/2017	INNOVATIONS ACADEMY	1410	OOD TUITION	3,544.74
547796	01/19/2017	INSTITUTE FOR EDUCATIONAL DEVE	4692094	SEMINAR	245.00
547797	01/19/2017	INTEGRATED SYSTEMS CORP	0682512	SKYWARD HOSTING	630.00
547798	01/19/2017	JOHNSON FLOOR COMPANY	36390	REPLACE ADM BLDG FLR TREADS	4,993.00
547799	01/19/2017	KEVA PLANKS EDUCATION	1081	WB BUILDING GAMES	378.00
547800	01/19/2017	KUSTRA-QUINN, JENNY	12/16/16	PR / COMM	975.00
	01/19/2017		12/8/16	PR / COMM	2,415.00
547801	01/19/2017	LANDMARK SCHOOL OUTREACH PROGR	ONLINE2017WI	CONF REGISTRATION	295.00
547802	01/19/2017	LANGUAGE LINE SERVICES, INC	3957245	TRANSL SERV	160.90
547803	01/19/2017	LANGUAGE DYNAMICS GROUP	3978136	TRANSLATION SERV	84.10
	01/10/2017		3978136	TRANSLATION SERV	-84.10
547804	01/19/2017	LIBRARY STORE	233156	LRC SUPP	572.50
	01/19/2017		242380	LRC SUPP	35.20
547805	01/19/2017	MACGILL & CO, WILLIAM V	IN0581009	WB HEALTH SUPP	277.78
547806	01/19/2017	MID SUBURBAN MIDDLE SCHOOL ATH	12/16/16	LN ATHLETIC CONF FEES	700.00
547807	01/19/2017	MIDLAND PAPER COMPANY	IN00518886	ADM BLDG PAPER ORDER	1,154.00
	01/19/2017		IN00520283	WESTBROOK COPIER PAPER ORDER	2,308.00
	01/19/2017		IN00520281	LP COPIER PAPER ORDER	2,885.00
	01/19/2017		IN00518880	FV COPIER PAPER ORDER	4,039.00
547808	01/19/2017	MIDWEST AUTOMOTIVE INC	88870	TRUCK REPAIR	167.44
	01/19/2017		89122	TRUCK REPAIR	1,004.76
547809	01/19/2017	MIDWEST PRINCIPALS CENTER	1802	WB PROF DEVELOP	210.00
547810	01/19/2017	MOUNT PROSPECT SD57 IMPREST A	12/14/16	LN REIMBURSE OF REF FEES	700.00
	01/19/2017		1/3/16	LN YR BOOK REIMBURSE	1,175.00
	01/10/2017		1/3/16	LN YR BOOK REIMBURSE	-1,175.00
	01/10/2017		12/14/16	LN REIMBURSE OF REF FEES	-700.00
547811	01/19/2017	NATIONAL INVESTIGATIONS INC	RI-16-2491	RESID INVESTIG	75.00
	01/19/2017		RI-16-2477	RESID INVESTIG	100.00
	01/19/2017		RI-16-2476	RESID INVESTIG	75.00
	01/19/2017		RI-16-2474	RESID INVESTIG	75.00
	01/19/2017		RI-16-2473	RESID INVESTIG	75.00
	01/19/2017		RI-16-2471	RESID INVESTIG	75.00
	01/19/2017		RI-16-2470	RESID INVESTIG	100.00
	01/19/2017		RI-16-2484	RESID INVESTIG	75.00
	01/19/2017		RI-16-2483	RESID INVESTIG	75.00
	01/19/2017		RI-16-2481	RESID INVESTIG	75.00
	01/19/2017		RI-16-2482	RESID INVESTIG	75.00
547812	01/19/2017	NELCO	5350158 RI	W2 MAILING SUPP	255.66
547813	01/19/2017	NEW CONNECTIONS ACADEMY	9276	OOD TUITION	3,958.64
547814	01/19/2017	NEXTERA ENERGY (FKA AMEREN)	12112016 LP	LP ELEC BILL	5,719.70
	01/19/2017		12112016 FV	FV ELEC BILL	7,330.54
	01/19/2017		12112016 LN	LN ELEC BILL	5,278.01
	01/19/2017		12112016 WB	WB ELEC BILL	3,667.88
547815	01/19/2017	NICHOLAS & ASSOCIATES	5187	CONSTRUCTION MANAGE FEES	21,044.00
547816	01/19/2017	NORTH COOK ISC	005644	FINGERPRINTING	550.00

NUMBER	DATE	VENDOR	INVOICE	DESCRIPTION	AMOUNT
547817	01/19/2017	NORTHWEST SUBURBAN SPECIAL EDU	1603 OE	OUTDOOR ED	2,606.00
	01/19/2017		1603 OM	OPER AND MAINT	461.00
	01/19/2017		1603 T	TECHNOLOGY	4,812.50
	01/19/2017		1603 P	PROGRAMS	600.50
	01/19/2017		1603 RR	RETIRE RESERV	3,409.00
	01/19/2017		1603 BF	BUILDING FUND	5,613.00
	01/19/2017		1570	HEARING PROG	5,832.48
547818	01/19/2017	NORTHWEST TOWN REFRIGERATION	SI2031778	WB SERV CONTRACT	4,776.00
	01/19/2017		SI2031777	FV SERV CONTRACT	3,618.00
	01/19/2017		SI2031776	LP SERV CONTRACT	3,618.00
	01/19/2017		SI2031775	ADM BLDG SERV CONTRACT	1,002.00
	01/19/2017		SI2031774	LN SERV CONTRACT	7,296.00
	01/19/2017		SI2028410	WB HVAC REPAIR	214.00
	01/19/2017		SI2032312	FV HVAC REPAIR	951.00
	01/19/2017		SI2032328	WB HVAC REPAIR	348.00
	01/19/2017		SI2031101	LN HVAC REPAIR	214.00
	01/19/2017		SI2031222	LN HVAC REPAIR	348.00
547819	01/19/2017	NOVAK & PARKER INC	736249	FV FRIDGE REPAIR	79.00
547820	01/19/2017	OMNI GROUP	1701-7202	403 B ADM FEES	180.00
547821	01/19/2017	P & M DISTRIBUTORS INC	12/31/16	MILK BILL	1,541.00
547822	01/19/2017	PERMA-BOUND	1690807-01	LN BOOKS	1,365.00
	01/19/2017		1690807-00	Books for ELA at Lincoln.	903.75
547823	01/19/2017	PERSONNEL PLANNERS INC	132461	UI CLAIMS	100.00
547824	01/19/2017	POWERSCHOOL LLC	INV109084 T	INFOSNAP REFUNDS	385.00
	01/19/2017		INV109084 FV	INFOSNAP REFUNDS	115.00
	01/19/2017		INV109084 WB	INFOSNAP REFUNDS	95.00
	01/19/2017		INV109084 IF	INFOSNAP REFUNDS	112.74
547825	01/19/2017	PRECISION CONTROL SYSTEMS OF C	30757	LP ROOM 121 AND 180 REPAIRS (HVAC)	120.00
	01/19/2017		30764	LN HVAC REPAIR	1,985.00
	01/19/2017		30787	FV HVAC CONTROL REPAIR	749.00
	01/19/2017		30770	LN UNIT VENTIL CONTROL	535.00
	01/19/2017		30842	HVAC CONTROL MAINT/CONTRACT	3,813.00
547826	01/19/2017	PROSPECT ELECTRIC CO.	35891104	LN ELECTRICAL PANEL UPGRADE	1,580.00
	01/19/2017		35891220	WB ELECTRICAL REPAIR	397.88
	01/19/2017		35891111	LP ELECTRICAL REPAIR	302.92
547827	01/19/2017	QUINLAN & FABISH MUSIC	9253849	LN MUSIC SUPP	107.23
	01/19/2017		9339163	LN MUSIC SUPP	39.28
	01/19/2017		9168242	LN INSTRUMENT REP	52.00
	01/19/2017		9168232	LN INSTRUMENT REP	52.00
	01/19/2017		9168238	LN INSTRUMENT REP	52.00
	01/19/2017		9165240	LN INSTRUMENT REP	92.00
	01/19/2017		9345180	LN INSTRUMENT REP	112.00
	01/19/2017		9373372	LN INSTRUMENT REP	97.00
	01/19/2017		9373382	LN INSTRUMENT REP	22.00
	01/19/2017		9090935	LN MUSIC PURCH	46.80
	01/19/2017		9169417	LN MUSIC PURCH	40.50
	01/19/2017		9073124	LN INSTRUMENT REP	82.00
	01/19/2017		9168243	LN INSTRUMENT REP	52.00
547828	01/19/2017	SCARIANO HIMES & PETRARCA	38969	LEGAL COUNSEL	2,444.40
547829	01/19/2017	SCHOOL SPECIALTY	208117483942	LN OFFICE SUPP	332.41
	01/19/2017		208117660168	LN OFFICE SUPP	6.48
547830	01/19/2017	SIMPLEXGRINNELL	79061991	FIRE ALARM/SPRINKLER TESTING CONTR	1,424.00
547831	01/19/2017	SOUND INCORPORATED	R146184	TELECENTER/CLOCK MAINT/CONTR	1,500.00
	01/19/2017		R146181	TELECENTER/CLOCK MAINT/CONTR	1,500.00
	01/19/2017		R146170	TELECENTER/CLOCK MAINT CONTR	546.00
547832	01/19/2017	SOUTH SIDE CONTROL SUPPLY CO	S100361963.0	LN HVAC PARTS	4.18

<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
547832	01/19/2017	SOUTH SIDE CONTROL SUPPLY CO	S100361537.0	WB HVAC PARTS	177.07
	01/19/2017		S100360628.0	FV HVAC PARTS	746.71
	01/19/2017		S100357856.0	FV / LN HVAC PARTS	254.00
	01/19/2017		S100358041.0	LN HVAC PARTS	145.50
	01/19/2017		S100357800.0	LN HVAC PARTS	33.39
547833	01/19/2017	ST RAYMOND ATHLETIC ASSOCIATIO	1/6/17	LN BBALL FEE	200.00
547834	01/19/2017	STERICYCLE, INC	4006809660	LN MEDICAL WASTE REMOV	272.53
547835	01/19/2017	STREAMWOOD BEHAVIORAL HEALTHCA	4805C	HOSPITAL TUTORING	245.00
547836	01/19/2017	SUBURBAN SCHOOL COOP INSURANCE	12/31/16	INSURANCE PREM	79,309.00
547837	01/19/2017	TRANSPERFECT TRANSLATIONS	1032789	TRANSLATION SERV	450.00
547838	01/19/2017	TYCO INTEGRATED SECURITY LLC	27719005	WIRELESS FIRE ALARM MONIT CONTR	243.00
	01/19/2017		27719006	WIRELESS FIRE ALARM MONITOR CONTR	243.00
	01/19/2017		27719007	WIRELESS FIRE ALARM MONITOR CONTR	243.00
	01/19/2017		27719038	WIRELESS FIRE ALARM MONITOR CONTR	243.00
	01/19/2017		27719008	FY16-17 WIRELESS FIRE ALARM MONITORING AGREEMENT	243.00
547839	01/19/2017	VILLAGE OF MOUNT PROSPECT-F	2016-0024001	VEHICLE GAS	186.70
547840	01/19/2017	WAREHOUSE DIRECT	3311158-0	DOCUMENT TOTE	28.72
	01/19/2017		3305319-0	CURR OFFICE SUPP	61.27
	01/19/2017		3306859-0	WB CUSTODIAL SUPP	38.69
	01/19/2017		W000315	LN CUSTODIAL SUPP	58.58
	01/19/2017		W000314A	LN CUSTODIAL SUPP	31.38
	01/19/2017		3301280-0	FV OFFICE SUPP	333.83
	01/19/2017		W000314	LN CUSTODIAL SUPP	1,113.73
	01/19/2017		3301565-0	LP CUSTODIAL SUPP	606.10
	01/19/2017		C3301573-0	WB CREDIT	-222.40
	01/19/2017		3297043-0	WB CUSTODIAL SUPP	484.86
	01/19/2017		3301573-0	LP CUSTODIAL SUPP	222.40
	01/19/2017		W000319	WB CUSTODIAL SUPP	59.30
	01/19/2017		W000318	WB CUSTODIAL SUPP	459.09
547841	01/19/2017	WINTERS, KATHY	50	ASSOCIATION REIMBURSE	50.00
547842	01/19/2017	WORLD BOOK, INC.	0001546333	SUBSCRIPTION	1,624.14
547843	01/19/2017	MOUNT PROSPECT SD57 IMPREST A	12/14/16	LN REIMBURSE OF REF FEES	700.00
547844	01/19/2017	MOUNT PROSPECT SD57 ACTIVITY A	1/3/16	LN YR BOOK REIMBURSE	1,175.00
547845	01/19/2017	LANGUAGE LINE SERVICES, INC	3978136	TRANSLATION SERV	84.10
Totals for checks					558,471.83

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	0.00	3,903.30	3,903.30
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	214.40	214.40
99	STUDENT ACTIVITY FUND	481.87	0.00	0.00	481.87
***	Fund Summary Totals ***	481.87	0.00	4,117.70	4,599.57

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

Mount Prospect School District 57
Office of the Assistant Superintendent for Finance and Operations

TO: Dr. Elaine Aumiller, Superintendent

FROM: Adam Parisi, Assistant Superintendent for Finance and Operations

DATE: January 19, 2017

RE: Student Fees for the 2017-18 School Year
Policy 4:140 Waiver of Student Fees

EXECUTIVE SUMMARY:

Annually, the subject of a schedule for student fees for the upcoming school year is addressed by the Board with respect to the following categories: curriculum, supplies and other fees, transportation, extracurricular, lunch program, summer school, preschool, and child care. The need to receive timely approval of such a schedule is required to begin planning for the next school year's registration process.

BACKGROUND AND RATIONALE:

Exhibit A is the recommended fee structure for the 2017-18 school year. This fee structure is based upon the fundamental belief that student fees shall cover the cost, or a portion thereof, associated with providing textbooks, instructional supplies and materials, athletics, clubs, performing arts, lunch, and transportation services. It should be recognized that families may also make payments to third-parties for individual user requests as a result of student participation or family purchases. Examples of third-party payments include, but are not limited to, band/orchestra workbooks, photography packages, and student accident insurance.

Curriculum Fees

The fee contributes to covering the direct costs of instructional materials and consumables, which may include, but are not limited to:

- consumable workbooks;
- nonconsumable textbooks;
- assignment notebooks; and
- duplicating printer paper and supplies.

The recommendation is to maintain the tiered fee structure for the 2017-18 school year, recognizing the differing costs of educating students at three different grade level centers. In an effort to encourage timely payment and provide assistance with the processing of registration, fees are discounted by \$25 per student for those families registering by June 12, 2017. This is an extension from the previous year.

Supplies and Other Fees

The district charges families for individual user supplies and other fees often associated with various school activities/functions. These items tend to be grade specific, require standardization, and may not necessarily be included in the fee schedule approved by the Board annually. The fee charged to families will be the anticipated cost rounded up to the nearest dollar to keep fees in whole amounts. These fees include, but are not limited to, the following items:

- music/band supplies,
- PE uniform,
- field trip activity cost,
- combination padlock for hallway and PE lockers,
- middle school yearbook, and
- graduation fee.

Transportation Fees

According to recent data, the district is transporting approximately 828 students. The bus fee is district wide per student with a \$75 discount if paid in full by June 12, 2017. Administration is recommending maintaining a two payment plan. The district is required to provide free transportation to special needs students who require transportation as part of their Individualized Education Program (IEP).

The district charges a transportation fee for field trips that a teacher may elect for their class. This fee is in addition to the field trip activity cost. Fees for field trips will vary and it is required that the cost of the service be covered by the class/group and/or school requesting transportation.

Extracurricular Fees

Activity fees have been structured into three categories: 1) interscholastic athletics, 2) intramural athletics and clubs, and 3) performing arts. These activities represent enrichment opportunities for individual students and, therefore, the intent is to have participating students' families contribute to cover the total activity program costs. Based on enrollment, at times the district may need to subsidize a portion of the cost of running the activity programs. Furthermore, this activity fee structure gives recognition to the fact that some categories cost more than others to provide. However, the overall intent is to provide an affordable wide range of activity programs.

- Interscholastic Athletics: A fee per activity will be charged to each student participating in the following middle school activities: cross country, basketball, pom poms, wrestling, girls volleyball, and track.
- Intramural Athletics and Clubs: A fee per activity will be charged to each student participating at all grade levels. Fees for activities are based on approximately 15-20 hours of participation for students. Any supply costs to operate the activity is the responsibility of the individual school budget and requires principal approval. Given the service nature, a select number of activities will be deemed as non-fee activities.
- Performing Arts: A fee per activity will be charged to each student participating in band, orchestra, and choral programs at all grade levels.

Lunch Program Fees

District 57 has an intergovernmental agreement with Arlington Heights School District 25 to provide and manage the middle school lunch program. Based on communications with the District 25 director of food service, it is reasonable for District 57 to increase its daily lunch fee by \$0.10 per tier. Milk is included with all meals or can be purchased separately. All students may purchase milk on a daily basis or grades 1-5 may purchase an annual milk pass.

Summer School Fees

The district offers an Extended School Year (ESY) program for students with an Individualized Education Program (IEP) and exploring learning opportunities for English Language Learning (ELL) students through a grant. The district continues to offer a fee based summer band and orchestra program.

Preschool Fees

The tuition portion of the Circle of Friends program is intended to cover costs of personnel and curriculum materials used in the program. The registration fee is nonrefundable once a student is accepted into the program. A supply fee is charged to all participants for supplies utilized in the program. Special education students are not charged tuition or a registration fee for this program. The district offers a payment plan for families seeking financial assistance.

Child Care Fees

The fee structure for the Kids' Corner program is focused on operating the program efficiently and attempting to cover all costs (direct and indirect). The program is operated before and after school for

grades K-5. A full-time rate is for families intending to utilize the program on a regular basis three or more days per week. A part-time rate is for those families intending to utilize the program on a regular basis two or less days per week. Kids' Corner services are offered on days school is in attendance, however, only the morning session on half days. Exhibit B summarizes revenues and expenditures from the 2015-16 school year.

Other Miscellaneous Student Fee Information

- Student Fee Waiver Program

The district offers a student fee waiver program in order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees. A student shall be eligible for a fee waiver after completion of the application process and when the student currently lives in a household that meets the School-Based Child Nutrition Programs free meal guidelines administered by the United States Department of Agriculture. Student fees eligible to be waived include: curriculum, transportation, field trip activity and bus, extracurricular, recorder, music/band supplies, PE uniform, combination padlock, and graduation. Ineligible fees for a student fee waiver include: yearbook, lunch program (separate application process required), summer band/orchestra, preschool, child care, musical instrument cost, and other nominal optional fees as a result of student voluntary participation in a program.

- Free and Reduced Priced Lunch Program

The district participates in the National School Lunch Program and the Illinois Free Lunch/Special Milk Program for grades 1-8. A student's eligibility for free and reduced-price food service shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Department of Agriculture and completion of the application process distributed by the Illinois State Board of Education. One such provision requires the district to provide a sack lunch for free qualifying students in grades 1-5.

- Collection Services

The district continues to utilize the services of Centurion Service Corporation for collection services on accounts that are past due. The use of Centurion is only after the schools and business office have exhausted internal efforts to collect. The cost of utilizing Centurion is strictly contingent, 50% of the amount collected. Currently, Centurion is in the process of attempting to collect \$22,724 in outstanding fees on behalf of the district.

- Student Accident Insurance

Historically, a student accident insurance program has been offered to parents as District 57 does not carry accident insurance on its students. The current student accident insurance program is administered by Zevitz-Redfield & Associates, Inc. Cost for plans are determined by the insurance provider and assumed by participating families. These costs are not included in the fee schedule; however, details regarding this program are available on the district's website. Enrollment in this program is historically minimal.

RECOMMENDED BOARD ACTION:

That the Board of Education approve the 2017-18 student fees and accept the administration's recommendations to extend the early discount window and increase the fees associated with the lunch program.



Mount Prospect School District 57 Student Fees 2017-18 School Year

<i>CURRICULUM</i>		
	By 6/12/17	6/13/17 and After
Kindergarten	\$95	\$120
Grades 1 to 5	\$115	\$140
Grades 6 to 8	\$125	\$150
<i>SUPPLIES AND OTHER*</i>		
Field Trip Admittance/Activity		Cost
Recorder (3)		\$7
Band Practice Book (6-8)		\$8
Combination Padlock (6-8)		\$5
Physical Education Uniform (6)		\$23
Yearbook (6-8)		\$25
Graduation (8)		\$32
<i>TRANSPORTATION</i>		
	By 6/12/17	6/13/17 and After
Annual Fee	\$375	\$450
Payment Plan		
First Payment		\$225
Second Payment (Due 11/1)		\$225
Field Trip		Cost
<i>EXTRACURRICULAR</i>		
Interscholastic Athletics (6-8)		\$140
Intramural Athletics and Clubs (3-8)		\$25
Performing Arts (3-8)		\$60
<i>LUNCH PROGRAM</i>		
Tier A		\$2.95
Tier B		\$3.20
Tier C		\$3.50
Milk		\$0.50
Annual Milk Pass		\$85.50
<i>SUMMER SCHOOL</i>		
Extended School Year (ESY)		No Charge
Band/Orchestra		\$45
<i>PRESCHOOL</i>		
Registration Fee		\$100
Supply Fee		\$55
Circle of Friends Tuition		\$1,930
<i>CHILD CARE</i>		
Registration Fee		\$50
	Part Time	Full Time
Kids' Corner Program	2 or Less Days/Week	3 or More Days/Week
Before School (K-1)	\$57	\$76
Before School (2-5)	\$45	\$60
After School (K-1)	\$53	\$70
After School (2-5)	\$65	\$86

* Other nominal fees may apply as a result of student participation in a program.

Kids' Corner Cost Summary

2015-16 School Year

Revenues

Fairview	\$224,385.50
Lions Park	\$155,927.00
Westbrook	\$138,927.00
Total	\$519,239.50

Expenditures

Direct Costs

Base Salaries	\$166,687.13
Extra Hours	\$227.46
Life Insurance	\$412.20
Medical Insurance	\$39,957.40
Dental Insurance	\$2,881.68
IMRF Contributions	\$15,655.55
IMRF Extra Hours Contributions	\$24.28
FICA Contributions	\$9,393.98
FICA Extra Hours Contributions	\$17.53
Medicare Contributions	\$2,197.03
Medicare Extra Hours Contributions	\$3.57
Kids' Corner Food - FV	\$5,321.16
Kids' Corner Food - LP	\$3,740.81
Kids' Corner Food - WB	\$2,526.87
Kids' Corner Milk - FV	\$314.85
Kids' Corner Milk - LP	\$157.71
Kids' Corner Milk -WB	\$332.28

*Indirect Costs

Fairview Electric	\$2,766.69
Fairview Gas	\$545.60
Fairview Water/Sewer	\$152.38
Lions Park Electric	\$2,491.54
Lions Park Gas	\$497.10
Lions Park Water/Sewer	\$146.52
Westbrook Electric	\$548.39
Westbrook Gas	\$142.11
Westbrook Water/Sewer	\$40.93
Total	\$257,182.77

Revenues-Expenditures **\$262,056.73**

*Indirect Costs are based on the total building utility bill divided by the square footage space used by Kids' Corner and the hours used by the program. The indirect costs at Westbrook are lower because less space is used.



MOUNT PROSPECT SCHOOL DISTRICT 57
Closed Session Minute Review
January 2017

Boards of Education are required to review the minutes of closed sessions every six months. The purpose of a review is to identify those minutes that should remain confidential. Those minutes which no longer require confidential treatment will then be made available for public inspection. Board Legal Counsel recommends holding both minutes and audiotapes for eighteen months before releasing. Board of Education President Joe Sonnefeldt and I reviewed closed session minutes and make the following recommendations:

1. Approve and Release the closed session minutes dated

- February 19, 2015 April 16, 2015
March 19, 2015 April 30, 2015

2. Approve and Hold

The following is a summary of rationale for maintaining some minutes as closed to public inspection until such time as circumstances change:

The following meeting minutes are retained due to subject matter involving personnel, student discipline, potential litigation or current contract negotiations.

Table with 4 columns of dates from 1995 to 2015, listing meeting minutes retained for various reasons.

The following meeting minutes are retained due to the detail contained in the audiotape record. July 2015 through December 2016.

3. Approve for Destruction:

All audiotapes of closed sessions held from January 2015 through June 2015.

**Mount Prospect School District 57
Office of the Director of Technology**

To: Dr. Elaine Aumiller
From: Trevor Hope, Director of Technology
Date: January 19, 2017
Re: District Wide Area Network and Broadband Upgrade (Board Policy 6:235 Instruction: Access to Electronic Networks)

EXECUTIVE SUMMARY:

The district's Wide Area Network (WAN) and Internet contracts with AT&T are expiring June 30, 2017. The district has received a favorable bid through the Erate process from Unite Private Networks (UPN) for both the WAN and Internet connections.

BACKGROUND AND RATIONALE:

CLIENTFIRST Technology Consulting was retained by the District to facilitate a competitive selection process for an upgraded Wide Area Network (WAN) that would meet Federal Erate reimbursement requirements for the selection of these types of data networking services.

Proposals were received from AT&T, Comcast, Longway Broadband Services, Sunesys, United Private Networks and Wide Open West (WOW). One, five and seven year proposals for internet were solicited as well as 10 and 20 years for WAN proposals.

Administration, in agreement with the district's Erate consultant, ClientFirst, is recommending the Board approve UPN's bid for a 1GB internet connection, with a seven-year agreement, and leased dark fiber WAN connections, with a 10-year agreement.

Monthly costs with AT&T are currently \$8,766 per month for WAN and internet. UPN costs are projected to be \$6,500 per month for WAN and internet.

Please see the attached recommendation from *CLIENTFIRST* Technology Consulting for more information.

This will be budgeted and come out of the Technology Data Lines district budget. The contracts have been reviewed by the district's lawyers.

RECOMMENDED BOARD ACTION:

That the Board of education approve: The bid from Unite Private Networks for leased dark fiber and internet service starting July 1, 2017.

January 12, 2017

Mr. Trevor Hope
Director of Technology
Mount Prospect School District 57
701 W. Gregory
Mount Prospect, IL 60056

Re: Internet and Wide Area Network Request for Proposals - Recommendation

Dear Trevor:

CLIENTFIRST Technology Consulting was retained by Mount Prospect School District 57 to facilitate a competitive selection process for the procurement and installation of Internet and Wide Area Network (WAN) services. The WAN services will connect the District's schools together electronically, and provide a bridge to the Internet. Internet connection services are also part of the Request for Proposals (RFP). We worked closely with the District's technology department in the development and issuance of RFP documents, and the subsequent validation of a qualified vendor.

As the facilitator of the team, *CLIENTFIRST* fully supports the recommendation of Unite Private Networks - Illinois, LLC, in the total proposed amount of \$721,980 for seven years of Internet services and 10 years of WAN service, using leased dark fiber service.

The RFP requested Internet service for five or seven-year terms in two configurations:

1. Two 500Mb Internet connections (one at the District office and one at Lincoln School). This configuration provides Internet connectivity across two locations. Both connections will be actively operating.
2. One 1Gb Internet connection at the District office. This configuration provides a simplified network design and some cost savings.

The RFP requested WAN service for 10 and 20-year terms. The WAN connects the District Office to Lions Park, Lincoln and Westbrook schools. The District Office already has a connection to Fairview Elementary School via District-owned fiber cabling running in conduit pathway under the parking lot between the two buildings. The longer terms allow vendors to propose a wider variety of connectivity solutions, including dark fiber cabling that the District could lease or own over time.

Leased dark fiber service varies from traditional leased lit WAN service. It offers simple point-to-point fiber between locations, without running through the electronic network of the service provider (telephone company, cable provider or independent fiber provider). The advantages are that the fiber is dedicated to the District, and that the District can increase bandwidth by simply changing equipment at each end. The result will be more economical for the District, both now and in the future.

The recommended proposal is for one 1Gb Internet connection, with a seven-year term of service, and leased dark fiber WAN connections, with a 10-year term. The proposal from Unite Private Networks for Leased Dark Fiber provided good value (second-lowest cost), along with a proven record of accomplishment in other local installations. Unite Private Networks constructed a similar fiber network between Community Unit High School District 214's high schools. The vendor estimates 60 days of construction time after contract approval, which allows the network to be completed before the 2017-2018 school year begins. Other vendors estimated four to six months for construction time.

The work steps that we utilized to assist the team in reaching the recommendation for procurement of the Internet and WAN services were as follows:

1. *CLIENTFIRST* worked with the team to prepare a detailed list of service requirements.
2. Working with the District's technology department, *CLIENTFIRST* compared existing pre-proposal pricing with the District's budget.
3. We developed RFP documents that outlined service requirements, and provided potential vendors with service guidelines and installation specifications.
4. *CLIENTFIRST* assisted the District's technology department with the responses to vendor questions.
5. *CLIENTFIRST* reviewed the RFP responses, and facilitated interviews with two of the vendors, including participating in the interviews.
6. Following the vendor interviews, ClientFirst worked with District staff to review pricing, and vendor qualifications, and develop a balanced evaluation of the vendor solution. The evaluation scoring below was based on price, technical functionality, references and experience, service and support, and completeness and accuracy of proposal.
7. The following table summarizes the responses, and the proposal pricing amounts.

Vendor	Proposal Pricing 7 Year Internet and 10 Year WAN	Evaluation Points
Unite Private Networks – Leased Dark Fiber	\$721,980.00	93.1
WOW Business – Leased Dark Fiber	\$681,259.20	90.5
Unite Private Networks – Leased Lit Fiber	\$808,945.00	90.0
Sunesys – Leased Dark Fiber	\$1,451,800.00	79.8
Sunesys – Leased Lit Fiber	\$1,718,196.48	77.8
Comcast	\$1,838,462.40	75.6
WOW Business – Leased Lit Fiber	\$1,810,859.16	71.8
Longway Broadband Services	\$10,908,432.00	51.9
AT&T	--	39.0

Note: AT&T's pricing information was incomplete in the proposal.

Based on our review of the RFP responses and validation, *CLIENTFIRST* recommends Unite Private Networks to furnish and install the specified Internet and WAN services for the Mount Prospect School District 57.

If you have any questions, feel free to contact me at 630.656.7366 or via email at cwilliams@clientfirstcsg.com for additional information. We appreciate the continued opportunity of serving the Mount Prospect School District 57.

Sincerely,



Craig Williams, RCDD, NTS

Director

Infrastructure Consulting Services



MEMORANDUM

To: Members, Board of Education
 From: Elaine Aumiller
 Re: Policies First Read
 Date: December 15, 2016

The following policies came before the Board of Education for First Read on December 15, 2016. There were no edits or revisions following that discussion. The Board is asked to approve these policies during Unfinished Business on January 19, 2017.

Policy #	Title	Explanation
2:30	School District Elections	Policy is unchanged. Recommendation is to adopt PRESS.
2:120	Board Member Development	Policy and footnotes are updated in response to recent legislation. Recommendation is to adopt PRESS minus optional section on PD.
2:125	Board member Compensation; Expenses	Renamed and Rewritten to inform the general public that school board members are volunteers and serve without compensation. Recommendation is to adopt PRESS.
2:200	Types of School Board Meetings	Policy is updated to reflect new language in the Open Meetings Act. Recommendation is to adopt PRESS.
2:220	School Board Meeting Procedure	Policy and footnotes are updated in response to changes in legislation. Recommendation is to adopt PRESS.
2:250	Access to District Public Records	Policy is unchanged. Recommendation is to adopt PRESS.
2:260	Uniform Grievance Procedure	This policy is not in the PRESS packet. The policy must be revised to reflect reference to current administration (Adam Parisi).
3:40	Superintendent	Policy is unchanged. Recommendation is to adopt PRESS.
3:50	Administrative Personnel Other Than the Superintendent	Policy is unchanged. Recommendation is to adopt PRESS.
4:10	Fiscal and Business Management	Policy is unchanged. Recommendation is to adopt PRESS.

4:30	Revenue and Investments	This policy is not in the PRESS packet. The policy must be revised to change reference from Township Treasurer to District Treasurer.
4:55	Use of Credit and Procurement Cards	Recommendation is to keep current policy. Items 2, 3, 4, and 6 have customized language to D57.
4:60	Purchases and Contracts	Policy is updated to incorporate amendments to criminal history records check requirements. Recommendation is to adopt PRESS.
4:80	Accounting and Audits	Recommendation is to keep current policy. Customized language has been added to current policy in the sections of <i>Disposition of District Property</i> and <i>Controls for Revolving Funds and Petty Cash</i> .
4:110	Transportation	Recommendation is to keep current policy containing customized language in first paragraph. Language addressing new foster care student transportation requirements will be added.
4:130	Free and Reduced-Priced Food Services	Policy is unchanged. Recommendation is to adopt PRESS.
4:150	Facility Management and Building Programs	Recommendation is to keep current policy containing customized language under sections <i>Standards for Managing Building and Grounds</i> and <i>Naming Buildings and Facilities</i> .
4:170	Safety	Policy is unchanged. Recommendation is to adopt PRESS w/o section <i>Soccer Goal Safety</i> .
4:175	Convicted Child Sex Offender; Screening; Notifications	Policy is updated to incorporate amendments to criminal history records check requirements. Recommendation is to adopt PRESS.
5:10	Equal Employment Opportunity and Minority Recruitment	Policy is unchanged. Recommendation is to adopt PRESS but keep current policy language referencing Nondiscrimination Coordinator and Complaint Managers.
5:30	Hiring Process and Criteria	Policy is updated to reflect the Right to Privacy in the Workplace Act. Recommendation is to adopt PRESS.
5:60	Expenses	Policy is rewritten in response to the Local Government Travel Expense Control Act. Recommendation is to adopt PRESS.
5:100	Staff Development Program	Policy reflects no substantive changes. Content is not changed. Recommendation is to adopt PRESS.
5:125	Personal Technology and Social Media; Usage and Conduct	Policy is updated in response to PRESS feedback. Recommendation is to adopt PRESS w/o optional statement identifying specific types of laptops and digital devices.

5:190	Teacher Qualifications	Policy is updated to align with current teacher qualification requirements under ESSA. Recommendation is to adopt PRESS.
5:260	Student Teachers	Policy is updated to incorporate amendments to criminal history records check requirements. Recommendation is to adopt PRESS and keep current policy language in first paragraph referencing student teacher video recording responsibilities.
5:280	Duties and Qualifications	Policy is unchanged. Recommendation is to adopt PRESS.

** IASB policies are on an automatic 5 year review cycle regardless of any legislative change. There are no 5 year review policies in this packet.*