

AGENDA

The Meeting of the Month of May
of the 2019-20 Board of Education of Township High School District 214
will be held on Thursday, May 14, 2020
at 7:00 p.m.

The Board of Education meeting will not be conducted in person in the typical manner and, instead, will be conducted remotely for the express purpose of protecting public health and in compliance with directives as allowed by Illinois Executive Order 2020-07 to avoid public gatherings.

The Board of Education meeting will be conducted via an electronic video-conferencing application known as Zoom. Information regarding access to the audio recording of the Board of Education meeting is available on the District's website, www.d214.org.

Public comments on non-agenda items and on Discussion or Action Items, if any, will be accepted prior to the meeting via submission to the following email: rinn.knoepfle@d214.org. Submissions must be received by 10:00 a.m. on Thursday, May 14, 2020, must include the sender's name and should follow the decorum standards for public comment. During the public participation portion of the meeting, the Superintendent will read the emails.

- I. CALL TO ORDER
President Petro
- II. ROLL CALL
Ms. Knoepfle
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
Rescheduled Meeting of April 16, 2020
Closed Session Meeting of April 16, 2020
Special Meeting of April 29, 2020
Closed Session Meeting of April 29, 2020
- V. STUDENT RECOGNITION
Howard Lester Award
Richard Calisch Arts Unlimited Award
Dr. Stephen Berry Award of Excellence
- VI. ADJOURNMENT SINE DIE

MINUTES

The Minutes of the Rescheduled Regular Meetings
of the Month of April of the Board of Education
Township High School District 214 held on April 16, 2020
at 7:01 p.m.

Per the Illinois Executive Order 2020-07:

Section 6. During the duration of the Gubernatorial Disaster Proclamation, the provisions of the Open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended. Specifically, (1) the requirement in 5 ILCS 120/2.01 that “members of a public body must be physically present” is suspended; and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

Issued by the Governor March 16, 2020

President Petro called the remote meeting to order at 7:01 p.m. and R. Knoepfle called the roll. The following members were remotely present:

William Dussling	Vice President
Mark Hineman	Member
Alva Kreutzer	Member
Mildred Palmer	Member
Dan Petro	President
Leonard Walker	Member
Todd Younger	Member

Absent at roll call:

None

Also present at the remote meeting were: D. Schuler, superintendent; C. Johnson, associate superintendent for finance and operations; M. Johnson, assistant superintendent for student services; L. Lopez, associate superintendent for teaching and learning; R. Knoepfle, executive assistant to the school board and superintendent; J. Laskowski, executive administrative assistant to superintendent; P. Mogge, director of community engagement and outreach; T. Schlorff, director of instructional technology and technology services; J. Hackett, superintendent, NSSEO; and J. Jilek, associate superintendent, NSSEO.

1. PLEDGE OF ALLEGIANCE

President Petro led the Board and audience in the Pledge of Allegiance.

2. APPROVAL OF MINUTES

It was moved by Kreutzer and seconded by Palmer that the Board of Education approve the minutes of the Regular Meeting of March 19, 2020 and the Closed Session of March 19, 2020.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

3. SUPERINTENDENT'S REPORT

D. Schuler introduced J. Hackett, superintendent for NSSEO, and J. Jilek, associate superintendent for NSSEO, who provided an update on the NSSEO continuous improvement plan and presented the proposed 2020-21 NSSEO budget.

J. Hackett noted that NSSEO, like District 214, focuses on a few critical goals that include a person-centered focus, developing strong social-emotional growth through mental health training and coaching, and promoting life planning and transitions as they continue to make connections within the community to advocate for their student population. She noted that there was a tremendous amount of time spent this year with the changing seclusion and constraint rules coming from the State of Illinois, and they were working both to implement those changing rules and at the same time working with legislators on helping to craft those rules. J. Jilek provided an overview of the changes to the budget that included the impact of the increase from IMRF due to their large IMRF employee base, the salary increases included in the teachers' contract, the shifting enrollment, the quantity of needed related services for the student population and the changes to transportation costs that include factoring in the new in-house wheelchair accessible bus. Both J. Hackett and J. Jilek highlighted the use of grants and fundraising and the ability those funds have provided to build out the playground space at Miner school and purchase the bus in dedication to past Board member B. Zimmanck. Those funds allowed for these purchases outside of the monies set aside for continuous maintenance and the five-year facility plan. They also highlighted the Secondary Transition Education Program (STEP), which has exceeded its goals prior to the school closure this year and they have applied for additional grant funding based on outcomes above what was originally expected. They showed a video of one of the District 214 students going through the transition planning process and his time spent working in the community developing skills for greater independence. M. Johnson, assistant superintendent for student services, noted that working together with NSSEO over the last two years, the process has been streamlined to impact the greatest number of students possible.

Board members discussed the past and projected construction projects, the IMRF buy-down impact, the budget process, the impact of the in-house bus on transportation costs, the impact of the grant funding efforts, and the impact on students of the school closures and remote learning efforts. The NSSEO budget was considered for action later in the meeting.

D. Schuler reported that the district responded to the following Freedom of Information Act request consistent with Illinois School Code:

- L. Segal and S. Levi/Yami Vending requested contracts and RFPs for vending machines.

D. Schuler also thanked the outstanding educators, students and administrators for all of the wonderful remote learning that is occurring, noting the innovative and creative learning that is happening. He noted that with the unfortunate situation that we all find ourselves in, it is, however, allowing the district to move forward more quickly on some of the capital projects. He noted that the district is making plans to honor the class of 2020 and more information on remote learning and on the end of year plans will be forthcoming in the next week or so.

D. Schuler reported that the district is participating in a distributive computing program called Folding@home that is run by Stanford University's biology research department to help decode the genome of the coronavirus COVID-19 by allowing Stanford access to the current excess capacity of the computer servers while students are working from home.

4. PUBLIC COMMENTS

There were no public comments.

5. BOARD MEMBER UPDATES

B. Dussling reported that the State Comptroller's office is approximately \$4 million behind in remitting Illinois State Board of Education approved funds to the district. He is concerned this amount will grow over the coming months as the State continues to have shortfalls in its budget.

6. APPROVE CONSENT CALENDAR 2020-050 through 2020-063

Items 2020-050 through 2020-063 appearing on the Consent Calendar were presented for the Board's consideration.

The administration asked to pull 2020-063 Food and Nutrition Service Employee Salary Schedule 2020-21 for possible revisions and consideration at a later date as more clarity is gained on what the start of the 2020-21 school year will bring.

It was moved by Dussling and seconded by Palmer that the Board of Education approve Items 2020-050 through 2020-062 appearing on the Consent Calendar as presented.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

A. Approve Accounts Payable 2020-050

Actual March 26, 2020 listing:	
Educational Fund Listing	\$736,677.39
Operations and Maintenance	173,297.07
Transportation Fund	68,892.72
TOTAL	<u>\$978,867.18</u>

Checks Dated: March 26, 2020

Check Numbers: 732709 through 733091

Transfers Dated March 1-31, 2020 listing:	
Educational Fund Listing	\$1,698,438.81
Operations and Maintenance	56,041.57
TOTAL	<u>\$1,754,480.38</u>

Actual April 9, 2020 listing:	
Educational Fund Listing	\$2,032,551.53
Operations and Maintenance	376,520.65
Transportation Fund	830,954.30
Capital Projects	171,908.87
TOTAL	\$3411,935.35

Checks Dated: April 9, 2020
 Check Numbers: 733112 through 733368

B. Personnel Transaction Report 2020-051

Approved Personnel Transaction Report attached to these minutes.

C. Destruction of Closed Meeting Audio Recordings 2020-052

Approved the destruction of closed session audio recordings for the following meetings:

September 20, 2018

D. District Serious Safety Hazard Review 2020-053

Approved the current Serious Safety Hazards. The following areas include the District's current and proposed safety transportation areas for which hazards exist:

<u>SCHOOL</u>	<u>LOCATION</u>	<u>IDOT#</u>
John Hersey High School	Rand Rd. West side from Palatine Rd to Camp McDonald Rd.	214-06-01
John Hersey High School	Palatine Rd. North side Frontage Rd/Palatine Rd. Express E.	214-06-02
Prospect High School	Northwest Hwy/Railroad tracks (combination hazard)	214-06-03
Prospect High School	Rand Rd. at N. Main /Elmhurst Rd.	214-06-04
Wheeling High School	Schoenbeck Rd. from E. Towne to Hintz Rd.	214-06-05
Buffalo Grove High School	Oak Creek Drive along north side of Dundee Rd.	214-19-01
Buffalo Grove High School	South side of Dundee Rd./Arlington Heights Rd.	214-19-02
Rolling Meadows High School	Algonquin Rd. & Weber Rd.	214-19-03

E. Hopeful Beginnings Contract for 2020-21 School Year 2020-054

Approved the Contract for Services Between Hopeful Beginnings and Township High School District 214.

F. IHSA Membership Renewal 2020-055

Approved the renewal of membership in the Illinois High School Association for the 2020-21 school year for Buffalo Grove, Elk Grove, John Hersey, Prospect, Rolling Meadows, and Wheeling high schools; and authorized the Board President to sign statements certifying such action to the Illinois High School Association.

G. Concert Attire and Marching Band Uniforms for BGHS - Bid 2020-056

Accepted the bid from The Band Mans Company totaling \$99,793.70 for the purchase of band concert attire and marching band uniforms for Buffalo Grove High School for the 2020-21 school year.

H. Student Accident Insurance 2020-21 2020-057

Approved the 2020-21 student accident insurance program.

I. Title I Schoolwide Waivers 2020-058

Approved the Schoolwide Waiver Applications for Elk Grove, Rolling Meadows and Wheeling high schools.

J. District P.E. Shirts - Bid 2020-059

Accepted the bid from Apparel Redefined in the amount of \$37,331.13 for the purchase of district physical education t-shirts for the 2020-21 school year.

K. 2020-21 Capital Projects Program - Bid 2020-060

Accepted the bid from Arrow Road Construction Company of Elk Grove, IL in the amount of \$1,468,000 for pavement and concrete work at BGHS, EGHS, and FVEC plus alternate 1 for \$5,100 and Alternate 2 for \$11,100 and reject Alternate 3 and authorized the Superintendent or designee to approve and execute contracts on behalf of the Board for services related to the Project, and to approve and execute change orders.

With respect to change orders that necessitate an increase in the cost of contracts by 10% or more, or which will change the time of completion by a total of 30 days or more, the Board authorized its Superintendent or designee to make the written determinations required by 720 ILCS 5/33E-9, that: (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change order is in the best interest of the District and is authorized by law.

L. 2020-21 Capital Projects Program - Bids 2020-061

Accepted the bid from Colfax Corporation in the amount of \$164,500 for asbestos abatement at John Hersey High School and Prospect High School.

The Board hereby authorizes its Superintendent or designee to approve and execute contracts on behalf of the Board for services related to the Project, and to approve and execute change orders.

With respect to change orders that necessitate an increase in the cost of contracts by 10% or more, or which will change the time of completion by a total of 30 days or more, the Board hereby authorizes its Superintendent or designee to make the written determinations required by 720 ILCS 5/33E-9, that: (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change order is in the best interest of the District and is authorized by law.

M. Board of Education Policy Revisions – PRESS Editions 2020-062

Approved the recommended policy revisions from PRESS and the administration as presented:

2:125	4:10	5:100	5:280	8:10
2:125 E1	5:35	5:132	5:290	8:30
2:125 E2	5:50	5:150	6:135	8:110
2:125 E3	5:52	5:200	6:280	
2:150	5:60	5:202	7:60	
2:160	5:60 E1	5:220	7:70	
2:252	5:60 E2	5:230	7:90	

and reviewed the following policies as part of the five-year cycle that required no new revisions:

4:50	7:325
7:130	8:80

7. 2020-21 NSSEO BUDGET 2020-064

It was moved by Kreutzer and seconded by Palmer that the Board of Education approve District 214's proposed costs as reflected in the 2020-21 NSSEO proposed budget and resolution. *Resolution attached to official minutes.*

There was no further discussion by the Board.

There were no comments from the public.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

8. CLOSED SESSION

It was moved by Dussling and seconded by Kreutzer that the Board of Education convene in Closed Session for the purpose of discussing:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- Student disciplinary cases. 5ILCS 12/2(c)(9);

- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2).

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

The Board convened in Closed Session at 7:43 p.m.

9. RECONVENE IN OPEN SESSION

It was moved by Kreutzer and seconded by Hineman that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

The Board reconvened in Open Session at 7:59 p.m.

10. COLLECTIVE BARGAINING 2020-065

It was moved by Kreutzer and seconded by Palmer that the Board of Education approve the Memorandum of Understanding Between High School District 214 and The Custodial Maintenance Association for the Addition of Weekend/Holiday Generalist Position.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

11. JOB DESCRIPTIONS 2020-066

It was moved by Younger and seconded by Kreutzer that the Board of Education approve the following job descriptions:

- Weekend/Holiday Generalist – CMA
- Logistics Coordinator
- Central Operations Supervisor
- Assistant Principal Specialized Schools

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

12. PERSONNEL TRANSACTION REPORT II 2020-067

It was moved by Hineman and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report II, the non-renewal of supervisory contract for W. Castile.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

13. PERSONNEL TRANSACTION REPORT III 2020-068

It was moved by Dussling and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report III, the following appointment, effective July 1, 2020:

- Kate Kraft, Associate Superintendent for Human Resources

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

14 ADJOURNMENT

It was moved by Kreutzer and seconded by Hineman to adjourn. The motion carried.

The meeting adjourned at 8:04 p.m.

F. Daniel Petro, president

William J. Dussling, vice president

MINUTES

The Minutes of the Township High School District 214
Board of Education Special Meeting
held on April 29, 2020,
at 4:00 p.m.

Per the Illinois Executive Order 2020-07:

Section 6. During the duration of the Gubernatorial Disaster Proclamation, the provisions of the Open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended. Specifically, (1) the requirement in 5 ILCS 120/2.01 that “members of a public body must be physically present” is suspended; and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

Issued by the Governor March 16, 2020

At 4:00 p.m., the Special Meeting of the Board of Education was called to order by President Petro with Notices to Board Members and Members of the Press sent on April 27, 2020, reading as follows:

NOTICE OF SPECIAL MEETING

You are hereby notified that members of the Board of Education of Township High School District 214 will hold a Special Meeting on Wednesday, April 29, 2020. The meeting is scheduled at 4:00 p.m.

The Board of Education meeting will not be conducted in person in the typical manner and, instead, will be conducted remotely for the express purpose of protecting public health and in compliance with directives as allowed by Illinois Executive Order 2020-07 to avoid public gatherings.

The Board of Education meeting will be conducted via an electronic video-conferencing application known as Zoom. Information regarding access to the audio recording of the Board of Education meeting is available on the District's website, www.d214.org.

Public comments on non-agenda items and on Action Items will be accepted prior to the meeting via submission to the following email: rinn.knoepfle@d214.org. Submissions must be received by 12:00 p.m. on Wednesday, April 29, 2020, must include the sender's name and should follow the decorum standards for public comment. During the public participation portion of the meeting, the Superintendent will read the emails.

The purpose of the Special Meeting is set forth in the following agenda for the meeting:

- I. CALL TO ORDER
President Petro
- II. ROLL CALL
Ms. Knoepfle
- III. PLEDGE OF ALLEGIANCE
- IV. PUBLIC COMMENTS

V. CLOSED SESSION

- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2);
- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459.

VI. ACTION

Immediately following the Closed Session, the Board of Education will reconvene into Open Session and may take action deemed necessary as a result of the Closed Session discussions.

- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2);
- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459.

VII. ADJOURNMENT

Signed,

Dan Petro
Board President

The following members were present:

William Dussling	Vice President
Mark Hineman	Member
Alva Kreutzer	Member
Mildred Palmer	Member
Dan Petro	President
Todd Younger	Member

Absent at roll call:

Leonard Walker

Member

Also present at the meeting were: D. Schuler, superintendent; C. Johnson, associate superintendent for finance and operations; L. Lopez, associate superintendent for teaching and learning; M. Johnson, assistant superintendent for student services; T. Schlorff, director of instructional technology and technology services; R. Knoepfle, executive assistant to the school board and superintendent; and J. Lasakowski, executive administrative assistant to the superintendent.

1. PLEDGE OF ALLEGIANCE

President Petro led the Board and audience in the Pledge of Allegiance.

2. PUBLIC COMMENTS

There were no public comments.

3. SUPERINTENDENT REPORT

D. Schuler reported that the administration is actively preparing for the remainder of the year's remote learning, the end of year activities and graduation, while purposely planning for next year. He will continue to inform the Board and the community as plans evolve.

4. CLOSED SESSION

It was moved by Kreutzer and seconded by Dussling that the Board of Education convene in Closed Session for the purpose of discussing:

- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2);
- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

The Board convened in Closed Session at 4:02 p.m. L. Walker joined the meeting as it entered closed session.

5. RECONVENE IN OPEN SESSION

It was moved by Kreutzer and seconded by Palmer that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Walker, Palmer, Younger, Petro
Nays: None

The Board reconvened in Open Session at 4:19 p.m.

6. COLLECTIVE BARGAINING 2020-069

It was moved by Kreutzer and seconded by Hineman that the Board of Education approve the Memorandum of Understanding Between the Educational Support Personnel Association, the IEA-NEA, and the Board of Education of Township High School District 214.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Walker, Palmer, Younger, Petro
Nays: None

7. PERSONNEL TRANSACTION REPORT 2020-070

It was moved by Kreutzer and seconded by Dussling that the Board of Education approve Personnel Transaction Report II, the Educational Support Personnel Dismissal Resolution.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Walker, Palmer, Younger, Petro
Nays: None

8. ADJOURNMENT

It was moved by Kreutzer and seconded by Palmer to adjourn. The motion carried on a voice vote.

The meeting adjourned at 4:23 p.m.

F. Daniel Petro, president

William J. Dussling, vice president

AGENDA

The Organizational Meeting of the Board of Education
of Township High School District 214
will be held after adjournment of the Regular Meeting
of the 2019-20 Board of Education
held on Thursday, May 14, 2020

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Public comments on non-agenda items and on Discussion or Action Items, if any, will be accepted prior to the meeting via submission to the following email: rinn.knoepfle@d214.org. Submissions must be received by 10:00 a.m. on Thursday, May 14, 2020, must include the sender's name and should follow the decorum standards for public comment. During the public participation portion of the meeting, the Superintendent will read the emails.

- I. CALL TO ORDER
President Petro
- II. ROLL CALL
Ms. Knoepfle
- III. ELECTION OF TEMPORARY CHAIR
- IV. ELECTION OF PRESIDENT
- V. ELECTION OF VICE PRESIDENT
- VI. ELECTION OF BOARD SECRETARY
- VII. ADJOURNMENT SINE DIE

AGENDA
The Meeting of the Month of May
of the 2020-21 Board of Education of Township High School District 214
will be held after adjournment of the Organization Meeting
of the 2019-20 Board of Education
on Thursday, May 14, 2020

The Board of Education meeting will not be conducted in person in the typical manner and, instead, will be conducted remotely for the express purpose of protecting public health and in compliance with directives as allowed by Illinois Executive Order 2020-07 to avoid public gatherings.

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- I. CALL TO ORDER
President
- II. ROLL CALL
Mrs. Knoepfle
- III. CODE OF CONDUCT
- IV. SUPERINTENDENT'S REPORT
Freedom of Information Act Report
Finance Report
Student Services Report
- V. PUBLIC COMMENTS
- VI. BOARD MEMBER UPDATES
- VII. CONSENT CALENDAR
 - 2020-071 Accounts Payable
 - 2020-072 Personnel Transaction Report
 - 2020-073 Destruction of Closed Minutes Audio Recordings
 - 2020-074 Establish Time, Date, and Place of Regular Meetings
 - 2020-075 Food and Nutrition Services Employee Salary Schedule 2020-21
 - 2020-076 Appointment of District Activity Fund Signatories
 - 2020-077 Graduation Audio Services - RFP
 - 2020-078 District Health and Athletic Trainers Supplies – Bid
 - 2020-079 District Science Supplies – Bid

- 2020-080 Property Tax Appeal Board (PTAB) Authorizing Resolution for 2019-21 Triennial Assessment Appeals
- 2020-081 District Transportation Addendum due to COVID-19 – Grand Prairie
- 2020-082 District Transportation Addendum due to COVID-19 – First Student

VIII. CLOSED SESSION

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- The setting of a price for sale or lease of property owned by the District. 5ILCS 120/2(c)(6).

IX. RECONVENE IN OPEN MEETING

Immediately following the Closed Session, the Board of Education will reconvene in Open Session and may take action deemed necessary as a result of the Closed Session discussions.

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- The setting of a price for sale or lease of property owned by the District. 5ILCS 120/2(c)(6).

X. ADJOURNMENT



Township High School District 214 School Board Member Code of Conduct

I shall:

1. represent all school district constituents honestly and fairly.
2. avoid any conflict of interest or appearance of impropriety which could result from my position.
3. not use my School Board membership for personal gain or publicity.
4. take no private action that might compromise the Board or administration.
5. be involved in and knowledgeable about local, State, and national educational issues.
6. recognize and maintain the strict confidence of closed session. 5 ILCS 120/2(c)

Approved by the Board of Education - February 22, 2007

PERSONNEL TRANSACTION REPORT

EMPLOYMENT OF EDUCATION ASSOCIATION PERSONNEL 2020-21

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
FERNANDEZ-IBARRA, JULIO <u>Remarks</u> Degree	1.0 Social Science - EGHS M 1 yr. - step 2 M.A. B.S.	\$66,167.00 National Louis University, Chicago, IL Northern Illinois University, DeKalb, IL
Exp.	8/2019 - present	Soc.Sci. - Addison Trail HS, Addison, IL
RINGROSE, THOMAS <u>Remarks</u> Degree	1.0 Tech Ed - PHS/EGHS B 10 yr. - step 10 B.S.	\$71,681.00 Illinois State University, Bloomington, IL
Exp.	8/2015 - present 8/2014 - 6/2015 8/2005 - 6/2009	Tech Ed-St. Charles E HS, St Charles, IL Tech Ed-Dundee Crown HS, Carpentersville, IL Tech Ed-Waubonsie Vly HS, Aurora, IL
WEST, ALEXANDER <u>Remarks</u> Degree	1.0 Tech Ed - WHS B none - step 1 B.S.	\$58,041.00 Illinois State University, Bloomington, IL
KARAMITOS, PETER <u>Remarks</u> Degree	1.0 Special Ed - WHS M 7 yrs. - step 7 M.S. B.A.	\$74,873.00 Roosevelt University, Chicago, IL Valparaiso University, Valparaiso, IN
Exp.	8/2014 - present 8/2013 - 6/2014	Special Ed - W Leyden HS, Franklin Park, IL Special Ed - BGHS
NAVARRO, JULIA <u>Remarks</u> Degree Exp.	1.0 Science - WHS B .5 yr. - step 1.5 B.A. 8/2018 - present	\$58,912.00 North Park University, Chicago, IL Science - Glnbrk South HS, Glenview, IL

CLASSIFIED PERSONNEL TRANSACTION REPORT**EMPLOYMENT OF EDUCATIONAL SUPPORT PERSONNEL 2019 - 2020****CHANGE OF STATUS**

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
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LYNCH, ALFONSO

Remarks:	Instructional Assistant - Student Services (RMHS) Resignation Effective: June 1, 2020		
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MARION, LINDA

Remarks:	Instructional Assistant - Student Services (PHS) Resignation Effective: June 1, 2020		
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EMPLOYMENT OF EDUCATIONAL SUPPORT PERSONNEL 2019 - 2020**NEW**

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
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TORRES, IRMA

Remarks:	Administrative Assistant II (SS) Grade 5, Row 78 Effective: May 18, 2020		
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VOLUNTARY RETIREMENT INCENTIVE EDUCATIONAL SUPPORT PERSONNEL 2019 - 2020

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
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NITZ, DENISE

Remarks:	Administrative Assistant III (PHS) Intent to Participate From: June 30, 2021 Effective: June 30, 2020		
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O'NEILL, NANCY

Remarks:	Administrative Assistant II (PHS) Intent to Participate From: June 30, 2021 Effective: June 30, 2020		
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ITEM NO: 2020-073
DATE: May 14, 2020
FILE: Meetings

Subject: Destruction of Closed Meeting Audio Recordings

BACKGROUND INFORMATION:

The Illinois Open Meetings Act (5 ILCS 120/2.06) requires that Boards of Education keep a verbatim record of their closed meetings in the form of an audio or video recording. After 18 months have passed since being made, the audio or video recording of a closed meeting may be destroyed, provided the Board approved: 1) its destruction; and, 2) minutes of the particular closed meeting.

ADMINISTRATIVE CONSIDERATION:

The Board of Education approved the following minutes of the closed meetings as indicated:

<u>Date of Meeting</u>	<u>Date of Approval</u>
October 4, 2018	October 18, 2018
October 18, 2018	November 8, 2018

RECOMMENDED ACTION:

That the Board of Education approve the destruction of closed session audio recordings for the following meetings:

October 4, 2018
October 18, 2018

ITEM NO: 2020-074
DATE: May 14, 2020
FILE: Meetings

Subject: Establish Time, Date, and Place of Regular Meetings

BACKGROUND INFORMATION:

In the past at the Board of Education's annual reorganization meeting, which usually occurred in early April, regular meeting dates, location, and times were established for the following year. Due to the change in the state election year calendar, the reorganization meetings are now held in either late April or early May. The Board needs to establish the dates, time, and place for the 2020-21 school year.

ADMINISTRATIVE CONSIDERATIONS:

Years ago, the Board established meetings of the Board of Education on the second and fourth Thursdays of the month. Due to special circumstances such as holidays and school vacations and conferences, it was sometimes necessary to schedule meetings on first, third, or fifth Thursdays. After reviewing the calendar for the last several years and adjusting for those types of circumstances, when a single meeting is held in a given month, the meeting typically will be held closer to the middle of the month.

RECOMMENDED ACTION:

That the Board of Education establishes the following meeting dates to be held at 7:00 p.m. in the Board Room at the Forest View Educational Center, 2121 S. Goebbert Road, Arlington Heights, Illinois, for the period July, 2020 through June, 2021, unless noted below. The October 29, 2020 and March 4, 2021 Workshops will begin at 6:30 p.m. at the location indicated below.

2020

July 9
August 5 *at 7:30 a.m.*
August 13
September 10
October 8
October 29 Workshop (PHS*)
November 12
December 10

2021

January 21
February 11
March 4 Workshop (WHS**)
March 18
April 8
April 29
May 13
June 10

*Prospect High School
**Wheeling High School

ITEM: 2020-075
DATE: May 14, 2020
FILE: Food Services

Subject: Food and Nutrition Service Employee Salary Schedule 2020-21

BACKGROUND INFORMATION:

The Food and Nutrition Service Salary Schedule underwent a salary and step realignment which was approved by the Board in 2012-13. The salaries of Food and Nutrition Service employees are paid with the revenues generated by the Food Service Program.

ADMINISTRATIVE CONSIDERATIONS:

The administration recommends the attached 2020-21 Food Service Salary Schedule which allows for a 2% step increase as approved in 2012-13. Staff at the top of the salary schedule will receive a one-time salary adjustment in December 2020. Grades I and II will receive \$250, and Grades III and V will receive \$400.

Through staff retirement and/or attrition, this will be an approximate \$31,525 or 1.5% increase in food service salary and benefits over the 2019-20 fiscal year. Market conditions will continue to be evaluated.

RECOMMENDED ACTION:

The Board of Education approve the Food Service Salary Schedule as presented.

**TOWNSHIP HIGH SCHOOL DISTRICT 214
FOOD SERVICE SALARY SCHEDULE
2020-21**

	GRADE I	GRADE II	GRADE III	GRADE V
Step 1	\$13.23	\$13.60	\$16.93	\$18.85
Step 2	\$13.45	\$13.83	\$17.23	\$19.19
Step 3	\$13.69	\$14.07	\$17.55	\$19.54
Step 4	\$13.93	\$14.32	\$17.86	\$19.90
Step 5	\$14.17	\$14.57	\$18.19	\$20.26
Step 6	\$14.42	\$14.83	\$18.52	\$20.64
Step 7	\$14.67	\$15.09	\$18.85	\$21.02
Step 8	\$14.93	\$15.36	\$19.20	\$21.40
Step 9	\$15.19	\$15.63	\$19.55	\$21.80
Step 10	\$15.46	\$15.91	\$19.91	\$22.20
Step 11	\$15.74	\$16.19	\$20.27	\$22.62
Step 12	\$16.02	\$16.48	\$20.65	\$23.04
Step 13	\$16.31	\$16.78	\$21.03	\$23.46
Step 14	\$16.59	\$17.07	\$21.41	\$23.89

Staff at Step 14 will receive a one-time salary adjustment in December
 Grades I and II \$250 Grades III and V \$400

ITEM: 2020-076
DATE: May 14, 2020
FILE: Student Activity

SUBJECT: Appointment of District Activity Fund Signatories

BACKGROUND

Presently Cathy Johnson, associate superintendent for finance and operations, and Sherry L. Koerner, director of business services, are authorized to sign for all activity fund checks and investments. The principal, an associate principal and an assistant principal are authorized to sign checks for each building's activity fund.

ADMINISTRATIVE CONSIDERATION

Due to personnel changes, there is a need to update the authorized activity fund signatories for the district.

RECOMMENDATION

That the Board of Education approve the designation of the following persons as authorized signatories of activity checks effective July 1, 2020 and direct that appropriate bonding be acquired:

Buffalo	Cathy Johnson, Associate Superintendent for Finance and Operations
Grove High	Sherry L. Koerner, Director of Business Services
School	Jeffrey Wardle, Principal
	F. Robert Hartwig, Associate Principal
	Mark Schaetzlein, Assistant Principal
Elk Grove	Cathy Johnson, Associate Superintendent for Finance and Operations
High	Sherry L. Koerner, Director of Business Services
School	Paul Kelly, Principal
	Kyle Burritt, Associate Principal
	Robert Murphy, Assistant Principal
John	Cathy Johnson, Associate Superintendent for Finance and Operations
Hersey	Sherry L. Koerner, Director of Business Services
High	Gordon J. Sisson, Principal
School	Joseph Krajacic, Associate Principal
	John Novak, Assistant Principal

ITEM: 2020-76
DATE: May 14, 2020
FILE: Student Activity
Page 2

Prospect
High
School
Cathy Johnson, Associate Superintendent for Finance and Operations
Sherry L. Koerner, Director of Business Services
Gregory Minter, Principal
Kara Kendrick, Associate Principal
Frank Mirandola, Assistant Principal

Rolling
Meadows
High
School
Cathy Johnson, Associate Superintendent for Finance and Operations
Sherry L. Koerner, Director of Business Services
Eileen Hart, Principal
Nathan Aslinger, Associate Principal
Lisa DaRocha, Assistant Principal

Wheeling
High
School
Cathy Johnson, Associate Superintendent for Finance and Operations
Sherry L. Koerner, Director of Business Services
Jerry Cook, Principal
Henry Brown, Associate Principal
Donald Rowley, Assistant Principal

District
Cathy Johnson, Associate Superintendent for Finance and Operations
Sherry L. Koerner, Director of Business Services
Carmel K. Kraft, Associate Superintendent for Human Resources

ITEM: 2020-077
DATE: May 14, 2020
FILE: Budget

Subject: Graduation Audio Services - RFP

BACKGROUND INFORMATION:

Graduation ceremonies for Township High School District 214 were scheduled for May 20, 2020. Buffalo Grove, John Hersey, Prospect, and Wheeling High Schools were planning to hold their ceremonies outdoors, requiring audio equipment and production services from a qualified vendor. Proposals were solicited for graduation audio services, including the design, set-up, operation, and tear-down of equipment in each school's football stadium.

ADMINISTRATIVE CONSIDERATIONS:

Proposals were received after newspaper advertisement. Additionally, proposal documents were sent to six vendors.

<u>Vendor</u>	<u>Proposal Cost</u>
Axis AV (Skokie, IL)	\$9,200
HRP Chicago, LLC (Mount Prospect, IL)	\$14,000
Absolute Production Services (Chicago, IL)	\$14,632

RECOMMENDED ACTION:

That the Board of Education reject all proposals.

ITEM: 2020-078
DATE: May 14, 2020
FILE: Budget

Subject: District Health & Athletic Trainer Supplies - Bid

BACKGROUND INFORMATION:

This bid covers the annual supply items used by school nurses and athletic trainers in each building. Examples of bid categories include pharmaceuticals, bandages, crutches, athletic tape, thermometers and miscellaneous first aid items. Determination of the low bidder is based upon projected quantities needed. Final quantities and amounts purchased may vary slightly

ADMINISTRATIVE CONSIDERATIONS:

Bids were received after newspaper advertisement. Additionally, bids were sent to five vendors. Funds are available in the 2020-21 school supply budget.

<u>Vendor</u>	<u>Recommended Award</u>
Alert Services (San Marcos, TX)	\$24,757.78
School Health Corporation (Rolling Meadows, IL)	\$21,222.87
Medco Sports Medicine (Amherst, NY)	\$ 6,663.77
ARYSE (Lincoln, NE) *	
BSN Sports, LLC (Dallas, TX) *	
Henry Schein Medical (Melville, NY) **	
	<hr/>
	\$52,644.42

* Vendor was the lowest bidder on few enough items as to be inefficient for the District and unprofitable for the vendor. Items were awarded to the next lowest responsible bidder.

** Vendor not considered a responsible bidder.

The lowest responsible bidder meeting the specifications for each item is being recommended with the exception of toothbrushes, isolation gowns, and procedure face masks. More favorable pricing is available through cooperative purchasing options for these items.

RECOMMENDED ACTION:

That the Board of Education accepts the bids totaling \$52,644.42 as shown under Recommended Award for the purchase of district health and athletic trainer supplies for the 2020-21 school year.

ITEM: 2020-079
DATE: May 14, 2020
FILE: Budget

Subject: District Science Supplies - Bid

BACKGROUND INFORMATION:

In compliance with Illinois School Code, the district utilizes national bid pricing obtained by Omnia Partners for many science supplies. Since the Omnia Partners bid does not cover all needed supplies, the District issues an annual bid for additional supplies submitted by the science division heads.

The supplies ordered will be utilized by the following district classes: biology, physical science, chemistry, physics, and human physics. Determination of the low bidder is based upon projected quantities needed. Final quantities and amounts purchased may vary slightly. Each school will issue purchase orders within the confines of the annual supply budget for the division.

ADMINISTRATIVE CONSIDERATIONS:

Bids were received after newspaper advertisement. Additionally, bids were sent to eight vendors. Funds are budgeted in the 2020-21 science supply accounts for each school.

Each low bidder meeting specification is being recommended.

<u>Vendor</u>	<u>Recommended</u>
VWR International, LLC (Rochester, NY)	\$ 36,645.16
Fisher Scientific (Hanover Park, IL)	\$ 14,569.49
Carolina Biological Supply Company (Burlington, NC)	\$ 5,471.55
Flinn Scientific, Inc. (Batavia, IL)	\$ 2,969.44
Thomas Scientific, LLC (Swedesboro, NJ)	\$ 1,825.22
Edvotek (Washington, DC)	\$ 190.00
	\$ 61,670.86

RECOMMENDED ACTION:

That the Board of Education accepts the bids totaling \$ 61,670.86 for the purchase of science department supplies for 2020-21 school year.

ITEM: 2020-080
DATE: May 14, 2020
FILE: Budget

Subject: Property Tax Appeal Board (PTAB) Authorizing Resolution for 2019-21 Triennial Assessment Appeals

BACKGROUND INFORMATION:

The Board of Education has determined that in cases where 1) the appeal is for an assessment reduction in excess of \$300,000, or 2) the appeal is for an assessment reduction of less than \$300,000 when the Board is aware of a prior year PTAB appeal for the same property, the District will intervene. Beginning with tax year 2001 interventions, the Board of Education adopted a blanket resolution authorizing the administration and the Board's attorney to intervene in PTAB appeals meeting the Board's criteria.

ADMINISTRATIVE CONSIDERATIONS:

Attached is an updated resolution applicable to 2019-21 triennial tax year appeals.

RECOMMENDED ACTION:

That the Board of Education approve the Property Tax Appeal Board Authorizing Resolution for 2019–21 triennial tax year assessment appeals.

**Resolution Authorizing Intervention
in Proceedings before the
State of Illinois Property Tax Appeal Board**

Whereas, an owner or manager of a parcel or parcels of real property located within the boundaries of the State of Illinois has the right to file an appeal challenging the assessed value of the parcel or parcels of real property with the State of Illinois Property Tax Appeal Board (“PTAB”); and

Whereas, an appeal before the PTAB seeks a reduction in the assessed value of the parcel or parcels; and

Whereas, a taxing district has the right to intervene in proceedings before the PTAB in order to protect the taxing district’s revenue interest in the assessed value of a parcel or parcels; and

Whereas, the Board of Education of Township High School District No. 214 (the “Board”) has determined that it is necessary, desirable, advantageous, and in the public interest to defend the Board’s real property tax base by intervening in PTAB appeals filed on parcels within the boundaries of the Board.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Board of Education of Township High School District No. 214, Cook County, Illinois, as follows:

1. The Board finds that all of the recitals contained above are true and correct, and that the same are hereby incorporated herein by reference.
2. The Board hereby authorizes Franczek P.C., as its legal representative, to: a) file a Request to Intervene in Appeal Proceedings in 2019-21 assessment appeals filed at the PTAB for which the Board receives notice from the local county Board of Review, and b) represent the Board’s interests in these proceedings.
3. All motions and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.
4. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other sections, paragraphs, clauses, or provisions of this Resolution.
5. This Resolution shall be in force and effect upon its adoption.

After a full and complete discussion thereof, Member _____ moved that the foregoing Resolution be adopted and Member _____ seconded the motion. The President directed the Secretary to call the roll for a vote upon the motion to adopt this Resolution. Upon a roll call vote taken, the Board of Education voted as follows:

AYES: _____

NAYS: _____

Abstaining: _____

PRESENT: _____

Absent from Meeting: _____

The President declared the motion carried and the Resolution duly adopted.

Dated: _____

By: _____
President, Board of Education

ATTEST

Secretary, Board of Education

ITEM: 2020-081
DATE: May 14, 2020
FILE: Transportation

Subject: District Transportation Addendum due to COVID-19 – Grand Prairie, Regular Ed and Special Ed

BACKGROUND INFORMATION:

On March 13, 2020, Illinois Governor J.B. Pritzker issued Executive Order 20-05 COVID-19 Executive Order No. 3 (“EO 20-05”) mandating that all public and private schools close from March 17, 2020 through March 30, 2020; pursuant to Executive Order 20-10 COVID-19 Executive Order No. 8 (“EO 20-10”), the Governor extended the closure through April 7, 2020; and pursuant to Executive Order 20-18 COVID-19 Executive Order No. 18 (“EO 20-18”), the Governor extended the closure through April 30, 2020, Executive Order 2020-33 (April 30, 2020) extends suspension of in-person instruction through the end of 2019-20 academic year.

ADMINISTRATIVE CONSIDERATIONS:

The district has reached an agreement with transportation vendor Grand Prairie to continue payments in accordance with 80% of usual and customary charges on the daily rate average for March 30th March 31, and the month of April. For the month of May, payment will be 37% of usual and customary charges on the daily rate average. Total is \$462,151.79 for Regular Ed transportation. Total is \$552,365.36 for Special Ed Transportation. ISBE has provided guidance the district may receive a partial payment in our Transportation Claim Reimbursement.

RECOMMENDED ACTION:

That the Board of Education accepts the addendum to continue payments to Grand Prairie in accordance with the Amendment to Agreement for Transportation Services.

AMENDMENT TO AGREEMENT FOR TRANSPORTATION SERVICES

THIS AMENDMENT is made as of the effective date set forth in paragraph 7 below (the “Effective Date”) and is by and between the Board of Education of Township High School District 214, Cook County, Illinois (the “District”), and Grand Prairie Transit, Inc. (the “Contractor” and, collectively, the “Parties”).

BACKGROUND:

The Parties entered into an Agreement for Transportation Services (the “Services”) dated March 3, 2017 (hereinafter the “Agreement”).

On March 13, 2020, Illinois Governor J.B. Pritzker issued Executive Order 20-05 COVID-19 Executive Order No. 3 (“EO 20-05”) mandating that all public and private schools close from March 17, 2020 through March 30, 2020; pursuant to Executive Order 20-10 COVID-19 Executive Order No. 8 (“EO 20-10”), the Governor extended the closure through April 7, 2020; and pursuant to Executive Order 20-18 COVID-19 Executive Order No. 18 (“EO 20-18”), the Governor extended the closure through April 30, 2020, Executive Order 2020-33 (April 30, 2020) extends suspension of in-person instruction through the end of 2019-20 academic year. (EO 20-05, EO 20-10, EO 20-18 and EO 20-33 are collectively referred to in this Agreement as the “EOs”).

The Parties desire to amend the Agreement through this amendment (“Amendment”) due to the EOs to ensure Contractor provides transportation services to the District after the conclusion of the EOs.

TERMS:

The Parties mutually agree as follows:

1. **Payment.** No payments under the Agreement are due and owing during the pendency of the EOs, other than the payment contemplated in this Amendment. The Parties hereby amend the Agreement to provide that, during the pendency of the EOs or until May 29 2020, whichever occurs first, the District shall pay an amount to Contractor for wages and benefits for affected employees (“Affected Employee”) listed in Exhibit 1 that work directly for the District or are specifically responsible for carrying out the Services under the Agreement as well as specific expenses required to run the Contractor’s operations for the District (the “Covered Expenses”). Exhibit 1 also references the daily amount that has been mutually agreed upon and will be paid by District. The District’s Regular Transportation payment shall equal 80% of \$17,912.86 for 2 days in March and 21 days in April. For the month of May, 37% of \$17,912.86 shall be paid for 20 days. The District’s Special Ed Transportation payment shall equal 80% of \$21,409.51 for 2 days in March and 21 days in April. For the month of May, 37% of \$21,409.51 shall be paid for 20 days. This constitutes the number of closure days that Contractor would have otherwise provided service under the Agreement (the “District Payment”). The District Payment is to compensate Contractor for Affected Employee wages and benefits as well as agreed upon expenses required to provide the Services and shall not result in any profit realized by the Contractor. If an Affected Employee ceases employment with Contractor, the District shall have no obligation to make any

payment attributable to that Affected Employee, at a pro-rated reduction of \$100 per day per Affected Employee to the District Payment. In addition to the information the Contractor will provide to the District under paragraph 2 of this Amendment, upon request, Contractor shall provide sufficient documentation to the District establishing that an Affected Employee remains employed and paid by the Contractor. The District Payment shall satisfy any payment obligations the District may have to make payments to Contractor under the Coronavirus Aid, Relief and Economic Security Act.

2. District Payment. Contractor shall not provide any invoice for a District Payment until after May 15, 2020 (“Invoice Date”). Contractor’s invoice shall include sufficient evidence that it has paid Affected Employees, that the Affected Employees remain employed by Contractor, and that Contractor has continued to incur the other amounts included in the Covered Expenses (“Invoice and Supporting Documents”). Within 30 days after the District’s receipt of the Invoice and Supporting Documents in a form and substance acceptable to the District, the District shall make the District Payment to Contractor. The District reserves the right to audit the Contractor’s payroll records to confirm such payments have been made.

3. Continuation of Amendment. The Parties may negotiate a continuation to this Amendment or a new Amendment. Any such continuation or new Amendment shall be agreed in writing and signed by the Parties.

4. Reimbursements to District.

- a. Should Contractor receive payment from the State of Illinois, the Federal government, or any other source under a recovery, benefit, bailout, or subsidy program for the period covered by this Amendment (“Relief Payment”), the Contractor shall reimburse the District Payment amounts paid by the District pursuant to this Amendment. Contractor shall provide written notification to the District within seven calendar days after Contractor is aware of the Relief Payment.
- b. If any Affected Employee receives unemployment benefits prior to May 1, 2020, then the Contractor shall reimburse the District at the Daily Rate for each benefit amount received by the Affected Employee. Contractor shall provide written notification to the District within seven calendar days after it becomes aware that one of these benefits have been paid.
- c. It is expected that Contractor will be operational and will support District’s transportation needs for summer school 2020 if needed and the 2020/2021 school year in the fall. If Contractor is not operational for the first student attendance day of the 2020-2021 school year, Contractor shall reimburse the District for payments the District paid that were not reimbursed by the State of Illinois pupil reimbursement grant included in this Amendment.

Contractor shall tender such reimbursement to the District within thirty (30) days after the District provides a written notice to the Contractor requesting the required reimbursements. District shall have the right to audit Contractor’s records related to paragraphs 4a, and b for the duration of the Agreement.

5. **Governing Law.** The Agreement and this Amendment shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Cook County, Illinois, or the federal District court for the Northern District of Illinois.

6. **Relationship of Agreement to Amendment.** Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect. If there is any conflict between the terms of the Agreement and this Amendment, the terms of this Amendment shall control. This Amendment shall not impact the price terms of the Agreement during normal operations and Contractor shall not seek a price increase under the Agreement for future school years other than what has previously been agreed to by the Parties.

7. **Effective and Termination Date.** This Amendment shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives and shall terminate upon the expiration of the Agreement, provided that the payment obligations of the parties shall survive the termination of the Agreement.

IN WITNESS WHEREOF, this Amendment has been signed and executed in duplicate on behalf of the Parties hereto by persons duly authorized on the day and year first written above.

**BOARD OF EDUCATION OF
TOWNSHIP HIGH
SCHOOL DISTRICT NO. 214**

**CONTRACTOR
COOK ILLINOIS CORPORATION
GRAND PRAIRIE TRANSIT, INC.**

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit I
Affected Employees and Contractor Daily Rate for Contracted Service

Daily Rate = \$17,912.86 for Regular Ed Transportation and \$21,409.51 for Special Ed Transportation. These amounts include following depot operations cost categories, as follows:

- Admin & Tech Comp (Payroll & Benefit) : 14 Staff members [LM; ALM; Tech Manager; LSM; Dispatcher (2); Charter Person; Payroll Clerk; Router; Technician (5)
- Facility Cost
- Vehicle Cost
- Insurance Cost
- Maintenance Cost
- Corp Overhead

ITEM: 2020-082
DATE: May 14, 2020
FILE: Transportation

Subject: District Transportation Addendum due to COVID-19 – First Student Regular Ed

BACKGROUND INFORMATION:

On March 13, 2020, Illinois Governor J.B. Pritzker issued Executive Order 20-05 COVID-19 Executive Order No. 3 (“EO 20-05”) mandating that all public and private schools close from March 17, 2020 through March 30, 2020; pursuant to Executive Order 20-10 COVID-19 Executive Order No. 8 (“EO 20-10”), the Governor extended the closure through April 7, 2020; and pursuant to Executive Order 20-18 COVID-19 Executive Order No. 18 (“EO 20-18”), the Governor extended the closure through April 30, 2020, Executive Order 2020-33 (April 30, 2020) extends suspension of in-person instruction through the end of 2019-20 academic year.

ADMINISTRATIVE CONSIDERATIONS:

The district has reached an agreement with transportation vendor First Student to continue payments in accordance with 40% of usual and customary charges on the daily rate average for March 30th March 31, the month of April and the month of May. Total is \$222,548.39 for Regular Ed transportation. ISBE has provided guidance the district may receive a partial payment in our Transportation Claim Reimbursement.

RECOMMENDED ACTION:

That the Board of Education accepts the addendum to continue payments to First Student in accordance with the Amendment to Agreement for Transportation Services.

AMENDMENT TO AGREEMENT FOR TRANSPORTATION SERVICES

THIS AMENDMENT is made as of the effective date set forth in paragraph 7 below (the “Effective Date”) and is by and between the Board of Education of Township High School District No. 214, DuPage and Cook Counties, Illinois (the “District”), and First Student (the “Contractor” and, collectively, the “Parties”).

BACKGROUND:

The Parties entered into an Agreement for Transportation Services (the “Services”) dated March 3, 2017 (hereinafter the “Agreement”).

On March 13, 2020, Illinois Governor J.B. Pritzker issued Executive Order 20-05 COVID-19 Executive Order No. 3 (“EO 20-05”) mandating that all public and private schools close from March 17, 2020 through March 30, 2020; pursuant to Executive Order 20-10 COVID-19 Executive Order No. 8 (“EO 20-10”), the Governor extended the closure through April 7, 2020; and pursuant to Executive Order 20-18 COVID-19 Executive Order No. 18 (“EO 20-18”), the Governor extended the closure through April 30, 2020, Executive Order 2020-33 (April 30, 2020) extends suspension of in-person instruction through the end of 2019-20 academic year. (EO 20-05, EO 20-10, EO 20-18 and EO 20-33 are collectively referred to in this Agreement as the “EOs”).

The Parties desire to amend the Agreement through this amendment (“Amendment”) due to the EOs to ensure Contractor provides transportation services to the District after the conclusion of the EOs.

TERMS:

The Parties mutually agree as follows:

1. **Payment.** No payments under the Agreement are due and owing during the pendency of the EOs, other than the payment contemplated in this Amendment. The Parties hereby amend the Agreement to provide that, during the pendency of the EOs or until May 29, 2020, whichever occurs first, the District shall pay an amount to Contractor for wages and benefits for affected employees (“Affected Employee”) listed in Exhibit 1 that work directly for the District or are specifically responsible for carrying out the Services under the Agreement as well as specific expenses required to run the Contractor’s operations for the District (the “Covered Expenses”). Exhibit 1 also references the daily amount that has been mutually agreed upon and will be paid by District. The District’s payment shall equal 40% of \$12,938.86 per day, times the amount of closure days that Contractor would have otherwise provided service under the Agreement (the “District Payment”). The District Payment is to compensate Contractor for Affected Employee wages and benefits as well as agreed upon expenses required to provide the Services and shall not result in any profit realized by the Contractor. If an Affected Employee ceases employment with Contractor, the District shall have no obligation to make any payment attributable to that Affected Employee, at a pro-rated reduction of \$100 per day per Affected Employee to the District Payment. In addition to the information the Contractor will provide to the District under paragraph 2 of this Amendment, upon request, Contractor shall provide sufficient documentation to the District

establishing that an Affected Employee remains employed and paid by the Contractor. The District Payment shall satisfy any payment obligations the District may have to make payments to Contractor under the Coronavirus Aid, Relief and Economic Security Act.

2. District Payment. Contractor shall not provide any invoice for a District Payment until after May 15, 2020 (“Invoice Date”). Contractor’s invoice shall include sufficient evidence that it has paid Affected Employees, that the Affected Employees remain employed by Contractor, and that Contractor has continued to incur the other amounts included in the Covered Expenses (“Invoice and Supporting Documents”). Within 30 days after the District’s receipt of the Invoice and Supporting Documents in a form and substance acceptable to the District, the District shall make the District Payment to Contractor. The District reserves the right to audit the Contractor’s payroll records to confirm such payments have been made.

3. Continuation of Amendment. The Parties may negotiate a continuation to this Amendment or a new Amendment. Any such continuation or new Amendment shall be agreed in writing and signed by the Parties.

4. Reimbursements to District.

- a. Should Contractor receive payment from the State of Illinois, the Federal government, or any other source under a recovery, benefit, bailout, or subsidy program for the period covered by this Amendment (“Relief Payment”), the Contractor shall reimburse the District Payment amounts paid by the District pursuant to this Amendment. Contractor shall provide written notification to the District within seven calendar days after Contractor is aware of the Relief Payment.
- b. It is expected that Contractor will be operational and will support District’s transportation needs for summer school 2020 if needed and the 2020/2021 school year in the fall. If Contractor is not operational for the first student attendance day of the 2020-2021 school year, Contractor shall reimburse the District for payments the District paid that were not reimbursed by the State of Illinois pupil reimbursement grant included in this Amendment.

Contractor shall tender such reimbursement to the District within thirty (30) days after the District provides a written notice to the Contractor requesting the required reimbursements. District shall have the right to audit Contractor’s records related to paragraphs 4a for the duration of the Agreement.

5. Governing Law. The Agreement and this Amendment shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Jurisdiction and venue for all disputes hereunder shall be the Circuit Court located in Cook County, Illinois, or the federal District court for the Northern District of Illinois.

6. Relationship of Agreement to Amendment. Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect. If there is any conflict

between the terms of the Agreement and this Amendment, the terms of this Amendment shall control. This Amendment shall not impact the price terms of the Agreement during normal operations and Contractor shall not seek a price increase under the Agreement for future school years other than what has previously been agreed to by the Parties.

7. **Effective and Termination Date.** This Amendment shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives and shall terminate upon the expiration of the Agreement, provided that the payment obligations of the parties shall survive the termination of the Agreement.

IN WITNESS WHEREOF, this Amendment has been signed and executed in duplicate on behalf of the Parties hereto by persons duly authorized on the day and year first written above.

**BOARD OF EDUCATION OF
TOWNSHIP HIGH
SCHOOL DISTRICT NO. 214**

FIRST STUDENT, INC.

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit I
Affected Employees and Contractor Daily Rate for Contracted Service

Daily Rate = \$12,938.86 which includes following depot operations cost categories, as follows:

- Admin & Tech Comp (Payroll & Benefit) : 14 Staff members [LM; ALM; Tech Manager; LSM; Dispatcher (2); Charter Person; Payroll Clerk; Router; Technician (5)]
- Facility Cost
- Vehicle Cost
- Insurance Cost
- Maintenance Cost
- Corp Overhead

Payment day consist of:

March: 2 days

April: 21 days

May: 20 days