

**Official Minutes of the Monday, March 6, 2017
Board of Education Meeting**

Call to Order The Board of Education of Community Consolidated School District 59 in County of Cook, State of Illinois, held a meeting in accordance with provisions of the Open Meetings Act, according to Illinois law, at the District 59 Administration Center, 2123 South Arlington Heights Road, Arlington Heights, Illinois on Monday, March 6, 2017. The meeting was called to order at 7:00PM.

Ms. Janice Krinsky was appointed secretary pro tem for the meeting.

Roll Call *Members Present:* President Barbara Somogyi, Vice-President Janice Krinsky, Members: Sunil Bhave, Tim Burns, Sharon Roberts and Mardell Schumacher joined the meeting via phone due to illness.

Members Absent: Karen Osmanski, Secretary

Others Superintendent, Dr. Arthur Fessler; Associate Superintendent, Tom Luedloff; Assistant Superintendent for Business Services, Vickie Nissen; Ben Grey, Assistant Superintendent for Innovation and Communications; Assistant Superintendent for Human Resources, Kelley Zerfahs; Assistant Superintendent for Educational Services, Karen Starr; Assistant Superintendent for Instruction, Maureen McAbee; Executive Director of Facilities and Operations, Tony Rossi; Executive Director of Student Growth and Accountability, Dr. Josh Carpenter; and Recording Secretary, Kathie Lange.

Also Present Eydie Cohen, DEA President; David Pohlmeier, Director of Communications and Design; Christy Prikkel, Director of Fiscal Services; Janet Russo, Business Services; Janet Fisher, Purchasing/School Nutrition Coordinator; Mike Merritt, Brentwood Principal; Diana Klinkova and Dariya Klinkova, Devonshire; Jayshree Patel, Devonshire parent; Cindy and Brian Keil, Devonshire; Amy Detloff, Devonshire parent; Agnes Stachowski, Devonshire parent; Martina Perez, Assistant Principal, Devonshire.

Pledge of

Allegiance The Pledge of Allegiance to the Flag of the United States of America was recited.

AUDIENCE RECESS

No one came forward to address the Board of Education.

STUDENT CELEBRATION - DEVONSHIRE FUTURE TEACHERS CLUB

Devonshire Future Teachers Club sponsors, Mrs. Ann Spangler and Mrs. Diane Johnson, presented information about the Devonshire Future Teachers Club to the Board of Education. The club is new this year and is composed of 52 second and third grade students who meet every week during lunch recess. The goal is to help young students

develop a passion and interest in the field of education. The club collaborates with the students from Elk Grove High School's Educator's Rising Program. The Elk Grove High School club sponsor, Mrs. Kimberly Sander, introduced Thomas Carpenter, current EGHS junior and former Salt Creek student, who shared highlights of the program. On February 21st, the members of the two clubs shared classroom observations and enjoyed lunch together. Both groups are looking forward to future opportunities to collaborate.

Devonshire students who presented to the Board of Education include:

Kaylee Ruettiger
Kanya Patel
Hailey Detloff
Rylee May
Amelia Mikolajczyk
Alexander Stachowski
Sedrick Joseph
Angelica Dylag

The Board members thanked the students and staff for the presentation.

CONSENT AGENDA

MOTION by Mrs. Schumacher, seconded by Mr. Bhave to adopt the following resolution:

BE IT RESOLVED THAT on the 20th day of March, 2017, the Community Consolidated School District 59 Board of Education approve the Consent Agenda as presented:

- 6.01 Approval of Minutes-Prior Meetings
 - a. February 27, 2017 Regular Meeting Minutes
 - b. February 27, 2017 Closed Meeting Minutes
- 6.02 Disbursements Resolution
 - a. March 6, 2017 Disbursement Listing for FY 2016-17
- 6.03 Acceptance of Financial Reports
 - a. Detail Balance Sheet as of January 31, 2017
 - b. Combined Revenue and Expense Report as of March 31, 2017
 - c. Investment Report as of January 31, 2017
 - d. Activity Fund Statements as of January 31, 2017
- 6.04 Acceptance of Recommendations: Human Resources Report
 - a. Certified Retirement
 - b. ESP Temporary Contract
 - c. Certified Lane Change

- 6.05 2016/17 Non-Renewal Certified Staff Notices
- 6.06 Approval of Job Share Proposals for the 2017-18 School Year
- 6.07 Approval to Destroy 18 Month Old or Older Closed Session Recordings
- 6.08 Semi-Annual Review of Closed Session Minutes
- 6.09 Approval To Release Library Grant Funds

Roll Call Ayes: 6 Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi

 Nays: 0

 Absent: 1 Osmanski

 Abstain: 0

Motion carried: 6-0-1-0

REPORTS OF THE BOARD OF EDUCATION

Dr. Burns shared that he has been selected as the new Executive Director for SEDOM, the Special Education District for McHenry County. He will begin in this leadership role on July 1, 2017. Board members congratulated Dr. Burns.

Ms. Krinsky attended Steven Layne’s presentation at the administration center and met with her mentee from the College Bound Opportunities group.

Mrs. Roberts has scheduled classroom visits to have an opportunity to observe the workshop model. She will also be attending future curriculum writing sessions.

Mrs. Somogyi attended We Day at the Allstate Arena. WE Day is a celebration of youth striving to make a difference in their local and global communities.

Dr. Burns, Mrs. Somogyi and Mrs. Roberts attended the Finance Committee meeting on March 2, 2017.

ACTION ITEMS

APPROVAL OF CHANGES TO BOARD POLICY 8.80 GIFTS TO THE DISTRICT

MOTION by Mr. Bhave, seconded by Mrs. Roberts to adopt the following resolution:

BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education approves the recommended changes to Board Policy 8:80 Gifts to the District (attached to this resolution).

ADOPTED this 6th day of March 2017, by a roll call vote as follows:

Roll Call

Ayes:	6	Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
Nays:	0	
Absent:	1	Osmanski
Abstain:	0	

Motion carried: 6-0-1-0

APPROVAL OF STUDENT TRANSPORTATION SERVICES FOR 2017/18, 2018/19, AND 2019/20

MOTION by Mrs. Roberts, seconded by Ms. Krinsky to adopt the following resolution:

WHEREAS bids were opened on January 23, 2017 for regular, special education, and early childhood transportation services for District 59;

WHEREAS, two (2) bids were received with the recommended low bid for regular transportation services submitted by First Student, 600 Vine Street, Cincinnati, OH 45202;

WHEREAS, three (3) bids were received with the recommended low bid for special education and early childhood transportation services submitted by Grand Prairie Transit, 1600 James Drive, Mount Prospect, IL 60056;

NOW, THEREFORE, BE IT RESOLVED, on the 6th day of March, 2017, the Board of Education of Community Consolidated School District 59 approves the award for regular student transportation to First Student for an estimated cost of \$9,375,445.04 and special education and early childhood transportation services to Grand Prairie Transit, for an estimated cost of \$6,316,311.57 and a total estimated three-year bid award of \$15,691,756.61.

Roll Call

Ayes:	6	Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
Nays:	0	
Absent:	1	Osmanski
Abstain:	0	

Motion carried: 6-0-1-0

APPROVE RENEWAL OF THREE-YEAR CONTRACT FOR AUDITING FIRM

MOTION by Mrs. Roberts, seconded by Mr. Bhave to adopt the following resolution:

BE IT RESOLVED THAT on the 6th day of March, 2017 the Community Consolidated School District 59 Board of Education approve a three-year contract renewal with Miller Cooper & Co., Ltd. to perform the fiscal year independent financial audits at the following contracted rates:

- Fiscal Year 2017 - \$33,000
- Fiscal Year 2018 - \$33,500
- Fiscal Year 2019 - \$34,000

The cost includes the preparation of the Comprehensive Annual Financial Report in formats suitable for submission to the Association of School Business Officials International (ASBO). A copy of their February 19, 2016 letter and renewal proposal letter to be included in the minutes of this meeting.

Roll Call

Ayes:	6	Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
Nays:	0	
Absent:	1	Osmanski
Abstain:	0	

Motion carried: 6-0-1-0

ACCEPTANCE OF DONATION TO RUPLEY ELEMENTARY SCHOOL, BUCHANAN ENERGY (N) (LLC)

MOTION by Ms. Krinsky, seconded by Mrs. Roberts to adopt the following resolution:

BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education accepts the donation of five hundred dollars from Buchanan Energy (N) (LLC),

7315 Mercy Rd. Omaha, Nebraska 68124 through the ExxonMobil Educational Alliance Program Grant.

BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education accepts the donation of five hundred dollars from Buchanan Energy (N) (LLC), through the ExxonMobil Educational Alliance Program Grant for Rupley Elementary School students. The funds will be used to support a math and science centered field trip to the Museum of Science and Industry. The remaining funds will be used to support student needs in the science curriculum.

BE IT FURTHER RESOLVED THAT the Superintendent shall communicate to the donors, in writing, expressing the appreciation of the members of the Board of Education, and that these donations shall be listed in the “official” minutes of this meeting.

Roll Call

Ayes:	6	Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
Nays:	0	
Absent:	1	Osmanski
Abstain:	0	

Motion carried: 6-0-1-0

ACCEPTANCE OF DONATIONS TO RUPLEY ELEMENTARY SCHOOL, BERNIE’S BOOK BANK, MR. BRIAN FLORIANI

MOTION by Mr. Bhave, seconded by Mrs. Roberts to adopt the following resolution:

BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education accepts the donation of books from Mr. Brian Floriani of Bernie’s Book Bank, 917 N. Shore Drive, Lake Bluff, IL 60044

BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education accepts the donation of books to Rupley Elementary School Students to be used to increase the variety of books available to the student body. The donation will also serve as a tool to advance student body reading and language skills.

BE IT FURTHER RESOLVED THAT the Superintendent shall communicate to the donors, in writing, expressing the appreciation of the members of the Board of Education, and that these donations shall be listed in the “official” minutes of this meeting.

Roll Call Ayes: 6 Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
 Nays: 0
 Absent: 1 Osmanski
 Abstain: 0

Motion carried: 6-0-1-0

AWARD OF CONTRACTS FOR ADMINISTRATION CENTER/PROFESSIONAL DEVELOPMENT/COMMISSARY

MOTION by Ms. Krinsky, seconded by Mrs. Schumacher to adopt the following resolution:

WHEREAS, members of the Board of Education completed a review and discussion of proposed Administration and Professional Development Center and Commissary during the February 27, 2017 Board of Education meeting;

WHEREAS, the administration has recommended the lowest responsible base bids be awarded as attached, totalling \$13,097,002;

WHEREAS, the administration has further recommended the acceptance of alternate bids totalling the amount of \$542,411;

NOW, THEREFORE, BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education award trade contracts in the amount of \$13,639,413 including a construction contingency in the amount of \$300,000 for a total of \$13,939,413.

Roll Call Ayes: 6 Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
 Nays: 0
 Absent: 1 Osmanski
 Abstain: 0

Motion carried: 6-0-1-0

**DISCUSSION
ITEMS****2017/18 SCHOOL YEAR PAY BUS FEE**

Each year the Board of Education approves the pay bus fee for the coming year. This is the amount a family will pay to have their child transported if it is determined that the student is non-eligible for free transportation. When the State Transportation Reimbursement Claim is computed, the State performs a weighted cost per pupil of non-eligible pupils. The Pay Bus Fee for 2017/18 is based on this weighted cost per pupil calculation and the estimated regular education transportation costs. The attached spreadsheet shows this calculation.

The “total weighted pupils” calculation involves a formula that adds the average number of regular transportation students in attendance residing more than 1-1/2 miles from school plus the students in attendance who receive transportation because they reside within a Serious Safety Hazard area. This sum is weighted two times. Then the calculation adds the average number of regular education students in attendance living less than 1-1/2 miles and non-special education Pre-K students (weighted at one). The total is divided into the estimated transportation costs for the year, yielding the cost of transportation for non-eligible students. The intent is to establish the cost of providing services for students who are not normally considered eligible for free transportation services.

This resolution proposes the pay bus fee for 2017/18 to be established at \$335. This reflects an approximate 14.8 % increase from the 2016/17 fee of \$290 and is reflective of the higher contracted transportation cost. Currently nine students have chosen to pay for these services, for the 2016/17 school year.

**AUTHORIZING INTERVENTION ON 2017 ASSESSMENT APPEALS
AT THE PROPERTY TAX APPEALS BOARD (PTAB)**

The resolution authorizes Community Consolidated School District 59 to intervene on all 2017 assessment appeals, rather than each time a notice is received from the Cook County Board of Review on a newly-filed appeal. Notification of PTAB cases are forwarded to our law firm as received. District 59 intervenes on all cases, sometimes in partnership with District 214, depending on the location of the property and the requested amount of assessed value reduction requested. The law firm may have cases reviewed by appraisers to determine the validity of the case. In most cases, the case is settled prior to further actions. However, in some cases a full appraisal is recommended, or a case can progress to an actual hearing with PTAB. Given the 30-day

time constraint under which any District must intervene and PTAB's requirement that interventions must be filed by an attorney on behalf of the school district, this resolution provides maximum flexibility in responding to newly-filed appeals.

CLOSING DATE FOR THE 2016/17 SCHOOL TERM

Ms. Zarfah indicated that no emergency days have been used during the 2016/17 school year and the recommended closing date will be June 9, 2017. The Board will take action on March 20, 2017 to approve the closing date.

2017.18 - 2018.19 STAFFING PLAN DRAFT

Mr. Luedloff presented a draft of the proposed staffing plan and corresponding FTE information for 2017/18 & 2018/19 (attached). He shared that the original draft plan was reviewed by the Finance Committee and their recommendations were taken into consideration.

Mr. Luedloff reinforced the rationale and the 'why' for each of the three main areas of plan:

- SEL
- Coaching
- Early Intervention

Mr. Luedloff pointed out that the leadership team has worked to develop an effective staffing plan aligned to the needs of the students and the organization as a whole. He stressed that the district currently has over 350 teachers in classrooms and that as the team developed staffing plans the last several years, they have avoided reducing the number of classroom teachers or taking teachers out of classrooms in order to support these initiatives.

The 2017/18 and 2018/19 draft staffing plan includes:

2017.18 Staffing Plan (Year 1)					
2017.18 Category	Estimated Admin FTE	Estimated Certified FTE	Estimated ESP FTE	Estimated Convertible FTE/Funds	Total
Coaching (Director of Math, Literacy Coaches & ELC Coach)	1	8	0	-4.0	5
Early Intervention (DK, EO & Low Incidence Admin)	1	3.4	3	-3.4	4.4
SEL (SEL Coordinator & Coach & FT SW)	1	7	0	-2.0	6.0
TOTAL	3	18.4	3	-8.6	15.0

2018.19 Staffing Plan (Year 2)					
2018.19 Category	Estimated Admin FTE	Estimated Certified FTE	Estimated ESP FTE	Estimated Convertible FTE/Funds	Total
Coaching (PE Coordinator & Math & Innovative Coaches for K-8 buildings)	1	20	0	-14	7
Early Intervention (DK & EC Year 2 & Internal Behavior Program)	0	8.6	7	-8	7.6
SEL	0	0	0	0	0
TOTAL	1	28.6	7	-22	14.6

Staffing Plan Presentation: 3.5.17 BOE Meeting 7

Mrs. Schumacher expressed concerns about adding any new administrators; she stated that she feels the district is becoming too top heavy with administrators. She indicated that she can support having a social worker and a psychologist in each building.

Dr. Fessler stated that it is his responsibility to bring a recommendation to the Board for a staffing plan. He indicated that the draft of the staffing plan being presented to the Board is the leadership team's recommendation designed to address gaps in key areas that address the needs of our students, staff, and families.

Mrs. Somogyi reminded the group that items can be discussed, but not debated.

Dr. Burns inquired about the timing for hiring the additional social workers and psychologists as many staff have already been hired by other districts.

Dr. Fessler, Mr. Luedloff and Ms. Zerfahs indicated they will post the positions once they are approved by the Board, but agree that hiring should occur as soon as possible.

Coaching and Learning Support

Dr. Kim Barrett and Mr. Ross Vittore shared information about the role that the coaches have in supporting staff. Expanding the district's coaching focus and opportunities will allow for increased

capacity to support teachers, staff and students through in-depth planning, collaboration, reflection and direct support, in addition to a variety of professional learning experiences that impact student success.

Mrs. Schumacher asked for clarification about the recommendation for a math administrator in 2018-19. Dr. Fessler advised that this plan is still in draft form and that position may not be included in the final plan.

Early Intervention & Internal Programming

Mr. Luedloff shared the district's thinking with respect to starting an Early Childhood Low Incidence Program, Developmental Kindergarten and Early Childhood Expansion. The leadership team believes that early intervention leads to improvement in academic success.

Mr. Luedloff indicated that there will still be some modifications to the final recommendation for the staffing plan. Dr. Fessler shared that the Board will receive an updated document later in the week and that the Board will be asked to take action on the final plan during the March 20, 2017 meeting.

Mr. Luedloff stressed that approving the recommended staffing plan will not prevent the district from adding staff in individual cases to address staffing issues that may occur throughout the school year.

NEW/CONTINUING BUSINESS

8th grade graduation ceremonies will be held on June 7, 2017. Members of the Board and SLT were asked to sign up to attend one of the ceremonies.

Dr. Fessler indicated that the District will work to come up with a solution for spanish translation for the graduation ceremonies.

REPORTS OF THE SUPERINTENDENT'S TEAM

Mr. Grey and Mrs. McAbee provided the Board with an overview of the District 59 Learning Lab and the Learning Map development process. The Board viewed one of the science learning experiences in a demo through the Learning Lab. The district currently has a science experience for each grade level, which includes checkpoints and opportunities for feedback. The teams continue to develop, implement, and refine the learning experiences.

Dr. Fessler shared that he had applied and was accepted to join the AASA National Cohort on Early Learning. He will bring additional information back to the Board as it becomes available about this opportunity.

ADJOURNMENT

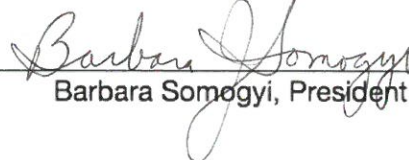
MOTION at 9:08 PM by Mrs. Roberts, seconded by Ms. Krinsky to adopt the following resolution:

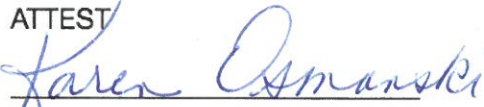
BE IT RESOLVED THAT on the 6th day of March, 2017, the Community Consolidated School District 59 Board of Education meeting is adjourned.

Roll Call

Ayes:	6	Bhave, Burns, Krinsky, Roberts, Schumacher and Somogyi
Nays:	0	
Absent:	1	Osmanski
Abstain:	0	

Motion carried: 6-0-1-0


Barbara Somogyi, President

ATTEST

Karen Osmanski, Secretary

ATTACHMENTS



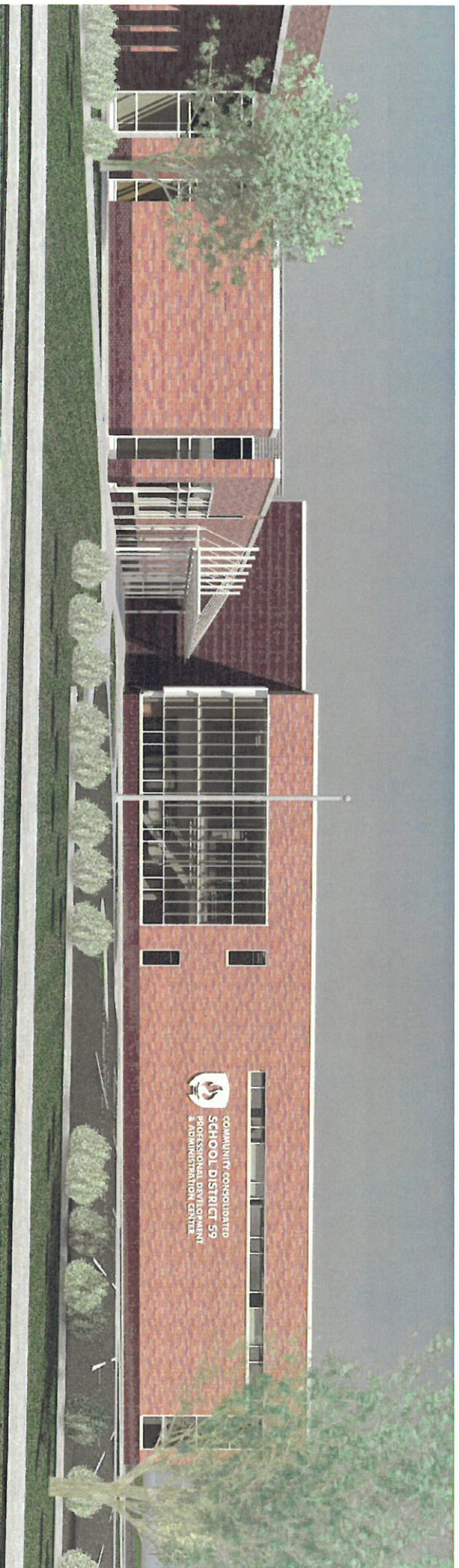
COMMUNITY CONSOLIDATED
SCHOOL DISTRICT 59

District Administration and Professional Development Center

Base Bid + Proposed Alternates

March 6, 2017





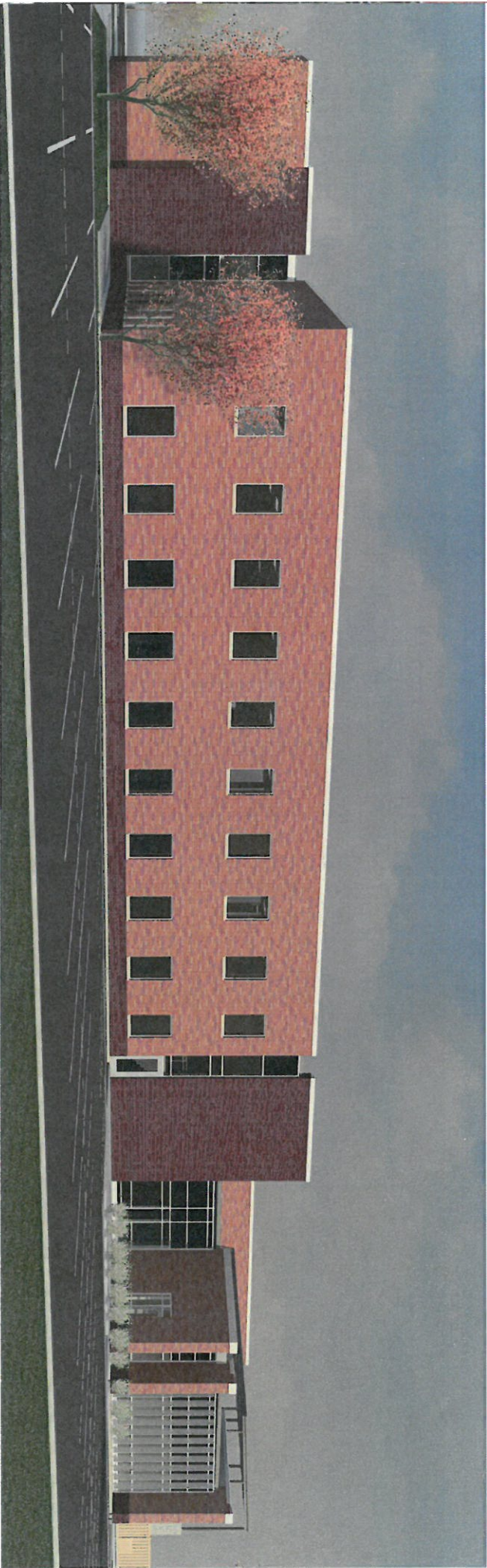
Base Bid + Proposed Alternates



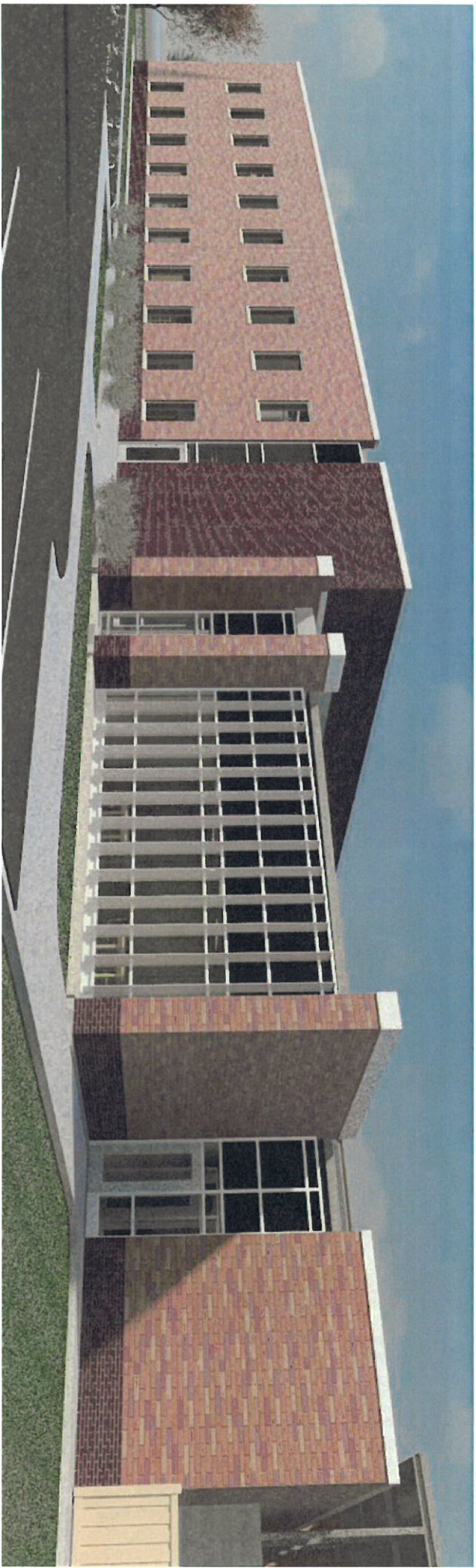
Base Bid + Proposed Alternates



Base Bid + Proposed Alternates



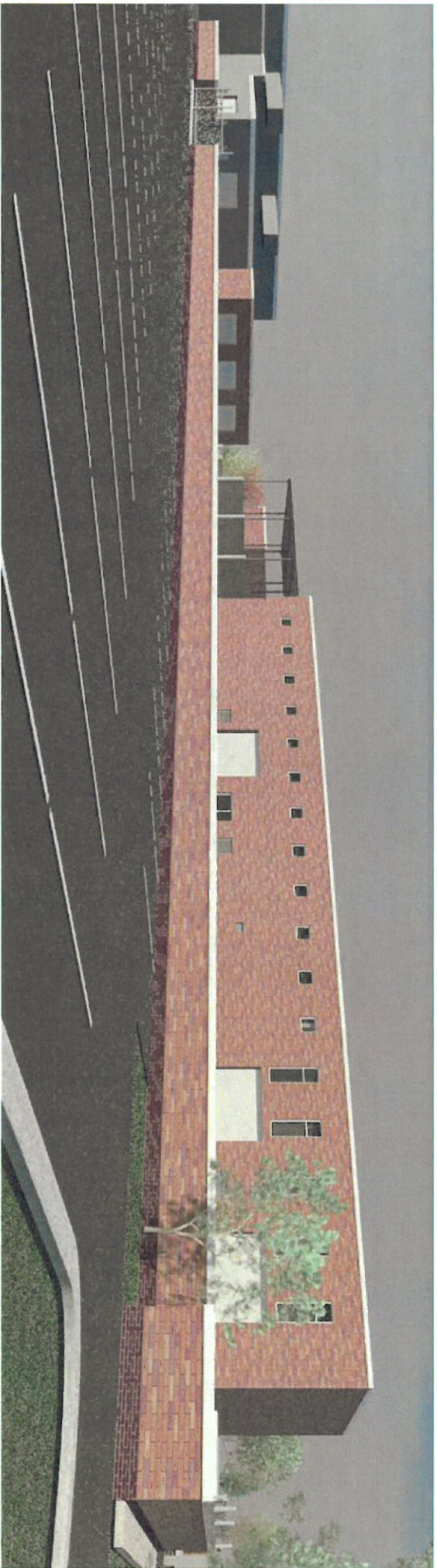
Base Bid + Proposed Alternates



Base Bid + Proposed Alternates



Base Bid + Proposed Alternates



Base Bid + Proposed Alternates



NICHOLAS & ASSOCIATES, INC.

1001 Feehanville Drive
Mt. Prospect, IL 60056

Phone 847.394.6200
Fax 847.394.6205

February 28, 2017

Tony Rossi
Executive Director of Facilities &
Operations
Community Consolidated School
District 59
2123 S. Arlington Heights Road
Arlington Heights, IL 60005

**Re: Recommendation on Construction Contract Award for:
New District Administration & Professional Development Center**

Dear Mr. Rossi,

Bids for the above-referenced project were received at the District Office, 2123 S. Arlington Heights Road Arlington Heights, Illinois. Bids were publicly opened and read aloud on Thursday, February 2, 2017 at 1:30pm local time.

Enclosed for your information is a copy of the bid tabulation sheet outlining the bids received from the contractors and applicable bid package.

Nicholas & Associates, Inc. affirms that the apparent low bidders for each bid package have reviewed and understand the bid documents for the New District Administration & Professional Development Center and intend to perform the work as specified.

Therefore, we recommend that an award for construction be made as follows:

Contractors	Contract Value Amount
Bid Package #1: Albrecht Enterprises 1684 E. Oakton St. Des Plaines, IL	\$ 3,089,935.00
Bid Package #2: JAC Masonry 242 Park Ave. Lake Villa, IL	\$1,550,975.00
Bid Package #3: Mechanical & Industrial Steel 24226 S. Northern Illinois Dr. Channahon, IL	\$1,063,036.00
Bid Package #4: RB Construction 600 N. Villa Avenue Villa Park, IL	\$1,471,600.00

Bid Package #5: Elens & Maichin 1621 Manhattan Road Joliet, IL	\$570,800.00
Bid Package #6: Madden Glass 60 N. Gordon Avenue Elk Grove Village, IL	\$708,500.00
Bid Package #7: RB Construction 600 N. Villa Avenue Villa Park, IL	\$1,108,400.00
Bid Package #8: Nelson Fire Protection 11028 Raleigh Court Rockford, IL	\$82,882.00
Bid Package #9: Chas A. Bruckner & Son, Inc. 503 W. 26 th Street Chicago, IL	\$532,330.00
Bid Package #10: DeKalb Mechanical 339 Wurlitzer Dr. DeKalb, IL	\$1,475,100.00
Bid Package #11: Carey Electric Contractors 3407 Waukegan Rd McHenry, IL	\$1,985,855.00

Total Value of Assigned Contracts: \$13,639,413.00

The preceding recommendation represents our interpretation and understanding of the bids submitted. The contract values listed above represent **Base Bid plus Alternates 1, 2, 3, 4, 7, 9, 11, 14, 15, and 16** as accepted by the School District.

Note: Identified Bond Premiums have been deducted from submitted Bid Values.

If you have questions regarding the above or you need additional information, please do not hesitate to contact our office.

Sincerely,

Joe Papanicholas
Nicholas & Associates, Inc.

cc: Project File

Ad Center/Professional Development/Commissary - Alternate/Cost 2.14.17

lange.kathie@csd59.org

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Share

	A	B
1	Ad Center/Professional Development/Commissary - Alternate/Cost 2.14.17	
2	Alternate List	
3	ALTERNATE	COST
4	Alternate 1 - Exterior Storage Shed	\$11
5	Alternate 2 - Masonry Screen Wall	\$7
6	Alternate 3 - Vehicle Lift	\$8
7	Alternate 4 - Main Entry Canopy, Option 2	\$16
8	Alternate 5 - Main Entry Canopy, Option 3	\$27
9	Alternate 6 - Curtainwall Room 105	\$4
10	Alternate 7 - Curtainwall Room A111B	\$4
11	Alternate 8 - Curtainwall Room B121/B221	\$2
12	Alternate 9 - Clerestory Windows	-\$
13	Alternate 10 - VAV Electric Reheat	-\$6
14	Alternate 11 - Sage Glass at Collaboration Stairs Area B100A/B200	\$3
15	Alternate 12 - Sage Glass at stairs B121/B221 - Base Bid Frame	\$
16	Alternate 13 - Sage Glass at stairs B121/B221 - Alternate No. 8 Frame	\$
17	Alternate 14 - Brick Option 2 - Revised Elevations	\$

Sheet1



MILLER COOPER & Co., Ltd

ACCOUNTANTS AND CONSULTANTS

February 19, 2016

Board of Education
Dr. Art Fessler, Superintendent
Ms. Vickie Nissen, CSBO/Assistant Superintendent for Business Services
Community Consolidated School District 59
2123 S. Arlington Heights Road
Arlington Heights, Illinois 60005

Attention: Ms. Vickie Nissen, CSBO/Assistant Superintendent for Business Services

The Objective and Scope of the Audit of the Financial Statements

Miller Cooper is pleased to have this opportunity to submit our proposal to Community Consolidated School District 59 ("the District") for the years ending June 30, 2017-2019. This proposal is a three year extension of our current contract which will be completed with the year ending June 30, 2016. We will audit the financial statements of the District, which comprise the governmental activities, each major fund, and aggregate remaining fund information for the years then ended, which collectively comprise the District's basic financial statements.

Our audit will be conducted with the objective of our expressing an opinion on the basic financial statements.

We will also perform the audit of Community Consolidated School District 59 as of June 30, 2016, so as to satisfy the audit requirements imposed by the Single Audit Act and the U. S. Office of Management and Budget (OMB) Circular No. A-133.

Accounting principles generally accepted in the United States of America require that supplementary information be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplemental information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The RSI, as listed in the table of contents of the financial statements, will be subjected to certain limited procedures but will not be audited.

Supplementary financial information other than RSI will accompany the District's basic financial statements. We will subject the supplementary financial information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary financial information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the supplementary financial information, as listed in the table of contents to the financial statements, in relation to the financial statements as a whole.

The Objective and Scope of the Audit of the Financial Statements (Continued)

The State Annual Financial Report (AFR), which is also supplementary financial information, will be submitted separately from the District's basic financial statements. We will subject certain portions of the AFR (Basic Financial Statements, Supplementary Schedules, and Notes) to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling certain portions of the AFR to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on certain portions of the AFR (Basic Financial Statements, Supplementary Schedules, and Notes), in relation to the financial statements as a whole. The remainder of the AFR (excluding the A-133 Single Audit which is covered by its own auditors' report) will not be subjected to the auditing procedures applied in our audit of the basic financial statements and we will not express an opinion or provide any form of assurance on them.

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

The Responsibilities of the Auditor

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); *Government Auditing Standards*, issued by the Comptroller General of the United States; the provisions of the Single Audit Act, OMB Circular A-133, and OMB's *Compliance Supplement*. Those standards, circulars, and supplements require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements. The determination of abuse is subjective; therefore, *Government Auditing Standards* do not expect us to provide reasonable assurance of detecting abuse.

In making our risk assessments, we consider internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

The Responsibilities of the Auditor (Continued)

We will also communicate to the Board of Education (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

The funds that you have told us are maintained by the District and that are to be included as part of our audit will be the same as the funds reported in the District's current financial statements.

The federal financial assistance programs and awards that you have told us that the District participates in and that are to be included as part of the single audit are substantially the same as in the prior year Schedule of Expenditures of Federal Awards.

Our report(s) on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards and circulars identified above. Our report(s) on compliance matters will address material errors, fraud, abuse, violations of compliance obligations, and other responsibilities imposed by state and federal statutes and regulations or assumed by contracts, and any state or federal grant, entitlement, or loan program questioned costs of which we become aware, consistent with requirements of the standards and circulars identified above.

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management and when appropriate, the Board of Education, the Superintendent, and the CSBO/Assistant Superintendent for Business Services, acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and preparation of the AFR, which is prepared using the regulatory basis of accounting as prescribed by the Illinois State Board of Education;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- c. For establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge;
- d. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others;

**The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework
(Continued)**

- e. For (a) making us aware of significant vendor relationships where the vendor is responsible for program compliance, (b) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings, and a corrective action plan, and (c) report distribution including submitting the reporting package(s), if applicable; and
- f. To provide us with:
 - (1) Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - (2) Additional information that we may request from management for the purpose of the audit;
 - (3) Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
 - (4) When applicable, a summary schedule of prior audit findings for inclusion in the single audit reporting package; and
 - (5) If applicable, responses to any findings reported on the schedule of findings and questioned costs.

As part of our audit process, we will request from management and when appropriate, the Superintendent, the CSBO/Assistant Superintendent for Business Services, and Board of Education, written confirmation concerning representations made to us in connection with the audit including among other items:

- a. That management has fulfilled its responsibilities as set out in the terms of this letter; and
- b. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements, taken as a whole.

Management is responsible for identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse or suspected fraud or abuse affecting the entity received in communications from employees, former employees, analysts, regulators, or others.

Management is responsible for the preparation of the required supplementary information (RSI) and supplementary financial information presented in relation to the financial statements as a whole in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the RSI and supplementary financial information in any document that contains the supplementary financial information and that indicates that the auditor has reported on such RSI and supplementary financial information. Management also agrees to present the supplementary financial information with the audited financial statements or, if the supplementary financial information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary financial information no later than the date of issuance of the supplementary financial information and the auditor's report thereon.

**The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework
(Continued)**

The Board of Education is responsible for informing us of its views about the risks of fraud or abuse within the entity, and its knowledge of any fraud or abuse or suspected fraud or abuse affecting the entity.

Community Consolidated School District 59 agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, Community Consolidated School District 59 agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering.

Our association with an official statement is a matter for which separate arrangements will be necessary. Community Consolidated School District 59 agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor/client relationship has been terminated when Community Consolidated School District 59 seeks such consent, we will be under no obligation to grant such consent or approval.

Because of the importance of oral and written representations to an effective engagements, the District hereby releases Miller, Cooper & Co., Ltd., its current, former and future partners, principals, employees, and personnel from any or all claims, liabilities, losses, and expenses attributable to a misrepresentation by District management or false or incomplete information provided by any of the District's personnel or agents to us in the performance of our services. This provision shall survive the termination of this arrangement for services.

Community Consolidated School District 59's Records and Assistance

If circumstances arise relating to the condition of the District's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion, issue a report, or withdraw from the engagement. The District agrees that Miller, Cooper & Co., Ltd. shall have no liability for any damages to the District that arise from any actions Miller, Cooper & Co., Ltd. may take pursuant to this paragraph.

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by the District personnel, including the preparation of schedules and analyses of accounts, will be discussed and coordinated with Vickie Nissen, CSBO/Assistant Superintendent for Business Services. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Community Consolidated School District 59's Records and Assistance (Continued)

In connection with our audit, you have requested us to perform certain non-audit services necessary for the preparation of the financial statements, including drafting of the financial statements and AFR, preparation of the Schedule of Expenditures of Federal Awards, assistance with the preparation of the Data Collection Form, assistance with modified accrual adjustments (if needed) and GASB 34 entries and filing the AFR with the Illinois State Board of Education. The independence standards of the *Government Auditing Standards*, issued by the Comptroller General of the United States (*GAS*) require that the auditor maintain independence so that opinions, findings, conclusions, judgments, and recommendations will be impartial and viewed as impartial by reasonable and informed third parties. Before we agree to provide a non-audit service to Community Consolidated School District 59, we determine whether providing such a service would create a significant threat to our independence for GAS audit purposes, either by itself or in aggregate with other non-audit services provided. A critical component of our determination is consideration of management's ability to effectively oversee the non-audit service to be performed. Community Consolidated School District 59 has agreed that Vickie Nissen, CSBO/Assistant Superintendent for Business Services, possesses suitable skills, knowledge, or experience and that the individual understands the non-audit services listed above to be performed sufficiently to oversee them. Accordingly, the management of Community Consolidated School District 59 agrees to the following:

1. Community Consolidated School District 59 has designated Vickie Nissen, CSBO/Assistant Superintendent for Business Services, a senior member of management, who possesses suitable skill, knowledge, and experience to oversee the services.
2. Vickie Nissen, CSBO/Assistant Superintendent for Business Services, will assume all management responsibilities for subject matter and scope of the non-audit services listed above.
3. Community Consolidated School District 59 will evaluate the adequacy and results of the services performed.
4. Community Consolidated School District 59 accepts responsibility for the results and ultimate use of the services.

GAS further requires we establish an understanding with the management (and those charged with governance) of Community Consolidated School District 59 of the objectives of the non-audit service, the services to be performed, the entity's acceptance of its responsibilities, the auditor's responsibilities, and any limitations of the non-audit service. The parties agree that this letter documents that understanding.

Other Relevant Information

From time to time depending on the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. In such instances, we will take reasonable steps to maintain the confidentiality of your information, including the use of confidentiality agreements where appropriate.

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report is enclosed, for your information.

Fees, Costs, and Access to Workpapers

Our fees for the audit and non-audit services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Our fee estimate and completion of our work is based upon the following criteria:

- a. Anticipated cooperation from District personnel,
- b. Timely responses to our inquiries,
- c. Timely completion and delivery of client assistance requests,
- d. Timely communication of all significant accounting and financial reporting matters,
- e. The assumption that unexpected circumstances will not be encountered during the engagement, and
- f. No new accounting or auditing standards need to be implemented

Our fees to perform audit and non-audit services for the years ending June 30, 2017-2019 are as follows:

<u>Year Ending</u> <u>June 30,</u>	<u>Amount</u>
2017	\$33,000
2018	\$33,500
2019	\$34,000

This fee estimate will be subject to adjustments based on unanticipated changes in the scope of our work and/or incomplete or untimely receipt by us of information on the client participation list. Additional non-audit services that may be required will be billed at our standard rates in effect at the time the services are provided. All other provisions of this letter will survive any fee adjustment. Interim billings will be submitted as work progresses and as expenses are incurred. Billings are due upon submission.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client in a key position. Accordingly, the District agrees it will compensate Miller Cooper & Co., Ltd. for any additional costs incurred as a result of the District's employment of a partner or professional employee of Miller Cooper & Co., Ltd.

In the event we are requested or authorized by Community Consolidated School District 59 or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Community Consolidated School District 59, Community Consolidated School District 59 will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

Fees, Costs, and Access to Workpapers (Continued)

The documentation for this engagement is the property of Miller Cooper & Co., Ltd. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of Miller Cooper & Co., Ltd. audit personnel and at a location designated by our Firm, and such access shall not affect our ownership of or privilege over these documents.

You have informed us that you intend to prepare a Comprehensive Annual Financial Report (CAFR) and submit it for evaluation by the Association of School Business Officials Certificate of Excellence Program. Our participation in the preparation of the CAFR is to consist of the preparation and printing of the documents. You are responsible for the preparation of the Introductory and Statistical Sections. Fees incurred for statistical data collection will be passed on to the District.

Claim Resolution

Any claim arising out of services rendered pursuant to this agreement shall be resolved in accordance with the laws of Illinois. The District and Miller, Cooper & Co., Ltd. agree that no claim arising out of services rendered pursuant to this agreement shall be filed more than two years after the date of the audit report issued by Miller, Cooper & Co., Ltd. or the date of this arrangement letter if no report has been issued, without delay in the running of this period based on the time of discovery of the claim. The District and Miller, Cooper & Co., Ltd. agree that neither of their liability to the other for any damages incurred as a result of this engagement, shall exceed the amount paid by you for services under this engagement. This damages limitation shall occur regardless of the nature of the claim, whether in contract, tort or otherwise, and including but not limited to Miller, Cooper & Co., Ltd.'s own negligence, but shall not apply to the extent that Miller, Cooper & Co., Ltd. is found to have acted with willful misconduct or fraudulent behavior. Furthermore, the District agrees that Miller, Cooper & Co., Ltd. shall not under any circumstances be liable for any special, consequential, incidental or exemplary damages or loss (nor any lost profits, taxes, interest, tax penalties savings or business opportunity).

In addition, the District agrees to indemnify, defend, and hold harmless Miller, Cooper & Co., Ltd. and its current, former and future partners, principals, employees, and personnel from any and all claims, liabilities, costs, and expenses, including attorneys fees, relating to Miller, Cooper & Co., Ltd.'s services under this arrangement letter arising from or relating to the District's misrepresentations or false or incomplete information provided to us during the engagement, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Miller, Cooper & Co., Ltd. relating to such services.

If any term or provision of this agreement is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our audit of Community Consolidated School District 59's financial statements. Our report will be addressed to the Board of Education of Community Consolidated School District 59. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on Community Consolidated School District 59's financial statements and AFR, we will also issue the following types of reports:

- A report on the fairness of the presentation of Community Consolidated School District 59's schedule of expenditures of federal award.
- Reports on internal control related to the financial statements, and major programs. These reports will describe the scope of testing of internal control and the results of our tests of internal controls.
- Reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance which could have a material effect on the financial statements and any noncompliance which could have a material effect, as defined by OMB Circular A-133, on each major program.
- A schedule of findings and questioned costs, if applicable.

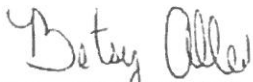
Our work is prepared as a result of this engagement of Miller, Cooper & Co., Ltd. by you and the information contained, and any opinions expressed therein are solely for your internal use. Miller, Cooper & Co., Ltd. is not aware that this work is intended to benefit or influence any other party. This agreement can be altered only by an additional written agreement executed by both of us.

At the conclusion of this arrangement, we will return all original records you supplied to us. Your records comprise of the backup and support for your basic financial statements. Our firm destroys our files and all pertinent workpapers for current clients after a retention period of seven years.

We appreciate your business.

Sincerely,

MILLER, COOPER & CO., LTD.



Betsy Allen, Principal

Enclosures

ENG Community Consolidated SD 59 17-19 proposal wt

American Institute of
Certified Public Accountants

Mississippi Society of
Certified Public Accountants

An Independent Member of
CPA Associates International, Inc.,
A Worldwide Association of Accounting Firms



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SYSTEM REVIEW REPORT

October 3, 2013

To the Partners of
Miller, Cooper & Co., Ltd.
and the Illinois CPA Society Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Miller, Cooper & Co., Ltd. (the firm) in effect for the year ended May 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Miller, Cooper & Co., Ltd. in effect for the year ended May 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Miller, Cooper & Co., Ltd. has received a peer review rating of *pass*.


EUBANK, BETTS, HIRN, WOOD, PLLC



Preparing Students to be Successful for Life: 2017.18 & 2018.19 Staffing Plan Draft

Board of Education Presentation

March 6, 2017



COMMUNITY CONSOLIDATED
SCHOOL DISTRICT 59

Resource Allocation

Outcome: The goal of this presentation is to provide the Board with the administration's proposed staffing plan and corresponding FTE information for 2017.18 & 2018.19.

Presentation Preview

- 2017.18 Plan Focus & Staffing Review
 - Social-Emotional Learning & Support
 - Coaching & Learning Support
 - Early Intervention & Internal Programming
 - Summary
- 2018.19 Plan Overview and FTE Allocation
- Feedback & Questions
- Next Steps & Timeline



Resource Allocation

Social-Emotional Learning & Support

Why: Strong social and emotional instruction is correlated to adult outcomes in employment, criminal activity, education level, mental health, and substance use. Research has indicated that SEL programming in schools can provide up to an 11:1 benefit-cost ratio, meaning for every \$1 spent, there was an \$11 return. As we continue to enhance our SEL based programming and support, we recognize the need to continue to provide direct student SEL assistance and to facilitate training & modeling in research-based structures and strategies for staff.

- SEL Administrative Coordinator = 1.0 FTE
- SEL Certified Coach = 1.0 FTE
- Full-time Social Worker/Psychologist in all schools = 6.0 FTEs
- Converted / Reallocated FTE/Funds = -2.0 FTEs
- SEL Request Total = 6.0 FTEs



Resource Allocation

Coaching & Learning Support

Why: The overwhelmingly positive research on instructional coaching mirrors what we have experienced in District 59. When teachers and coaches have the opportunity to partner in full coaching cycles, instructional knowledge and practice can be transformed. Expanding our coaching focus and opportunities will allow for increased capacity to support teachers, staff and students through in-depth planning, collaboration, reflection and direct support, in addition to a variety of professional learning experiences that impact student success.

- **Director of Math = 1.0 FTE**
- **Full Time Coaches in all buildings = 8.0 FTES**
 - 7.0 Literacy focused Coaches @ Elementary & Jr. High (Results in 14.0 LC)
 - 1.0 Instructional Coach @ the ELC
- **Converted / Reallocated FTE/Funds = -4.0 FTES**
- **Coaching & Learning Request Total = 5.0 FTES**



Resource Allocation

Early Intervention & Internal Programming

Why: The basic principles of neuroscience indicate that providing supportive conditions for development early in life is more effective and less costly than attempting to address the consequences of early adversity later. In addition, we believe the effects of early disadvantages on children can be reduced through early interventions and lead to improvements in children's survival, health, growth, and cognitive and social development.

- **Developmental Kindergarten = 3.4 FTE**
 - 1.0 Low Incidence (DK, LOP, ELS, CCIP) Program Administrator
 - 2.4 Certified DK Teacher (1.0), SLP (.4) & Teaching Assistant (1.0)
- **Early Childhood Expansion = 4.0 FTE**
 - 2.0 Certified Teacher
 - 2.0 Teaching Assistant
- **Converted / Reallocated FTE/Funds = -3.4 FTEs**
- **Early Intervention Request Total = 4.4 FTEs**



2017.18 Staffing Plan (Year 1)

2017.18 Category	Estimated Admin FTE	Estimated Certified FTE	Estimated ESP FTE	Estimated Convertible FTE/Funds	Total
Coaching (Director of Math, Literacy Coaches & ELC Coach)	1	8	0	-4.0	5
Early Intervention (DK, EC & Low Incidence Admin)	1	3.4	3	-3.4	4.4
SEL (SEL Coordinator & Coach & FT SW)	1	7	0	-2.0	6.0
TOTAL	3	18.4	3	-8.6	15.0



2018.19 Staffing Plan (Year 2)

2018.19 Category	Estimated Admin FTE	Estimated Certified FTE	Estimated ESP FTE	Estimated Convertible FTE/Funds	Total
Coaching (PE Coordinator & Math & Innovative Coaches for K-8 buildings)	1	20	0	-14	7
Early Intervention (DK & EC Year 2 & Internal Behavior Program)	0	8.6	7	-8	7.6
SEL	0	0	0	0	0
TOTAL	1	28.6	7	-22	14.6



Feedback & Questions



Timeline & Next Steps

- ~~Overview @ the February 27, 2017 BOE Meeting~~
- ~~Detailed FTE Review @ the March 2, 2017 BOE Finance Committee Meeting~~
- ~~First Draft Staffing Plan for BOE Consideration & Feedback @ the March 6, 2017 BOE Meeting~~
- Year 1 (2017.18) Staffing Recommendation for BOE Action @ the March 20, 2017 BOE Meeting



