



**Official Report of the Proceedings
of the
BOARD OF EDUCATION
of the City of Chicago**

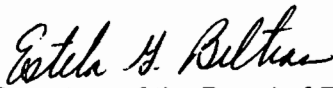
**Special Meeting-Wednesday, June 15, 2010
10:30 A.M.
(125 South Clark Street)**

Published by the Authority of the Chicago Board of Education

**Mary B. Richardson-Lowry
President**

**Estela G. Beltran
Secretary**

ATTEST:



Secretary of the Board of Education
Of the City of Chicago

President Richardson-Lowry took the Chair and the special meeting being called to order there were then:

PRESENT: Ms. Ward, Mr. Bobins, Ms. Muñana, Dr. Butt, Mr. Carrero, Ms. Davis, and President Richardson-Lowry - 7

ABSENT: None

ALSO PRESENT: Mr. Ron Huberman, Chief Executive Officer, and Mr. Patrick J. Rocks, General Counsel.

Mr. Ron Huberman, Chief Executive Officer, and Mr. Patrick J. Rocks, General Counsel, gave presentations on the Proposed 2010/2011 Fiscal School Budget, and various cost cutting and alternate financial venues facing the Chicago Public Schools.

10-0615-RS1

FINAL

**RESOLUTION DELEGATING THE AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO
HONORABLY TERMINATE/DISMISS TENURED AND PROBATIONARY APPOINTED TEACHERS
DISPLACED AS A RESULT OF COST SAVING MEASURES IMPLEMENTED TO ADDRESS
FINANCIAL EXIGENCIES FOR THE 2010-2011 AND 2011-2012 SCHOOL YEARS,
INCLUDING AS A RESULT OF INCREASES IN CLASS SIZE**

WHEREAS, the Board has concluded that it will be unable to balance its budget in the 2011 Fiscal Year at current class size levels and at current revenue levels unless:

- (1) labor organizations with which it has collective bargaining agreements (CBAs) agree to modifications of those CBAs that will eliminate or significantly reduce anticipated increases in labor costs (CBA modifications); and/or
- (2) the Board does not fund wage and salary increases provided in the CBAs; and/or
- (3) a combination of CBA modifications, wage modifications or freezes, and/or increases in class sizes eliminate or significantly reduce anticipated increases in labor costs;

WHEREAS, this financial exigency is created by increasing labor costs, anticipated losses in revenue from the State of Illinois and the United States government and current and anticipated nonpayment and late payment of grants by the State of Illinois;

WHEREAS, the Board anticipates that this financial exigency will continue at least through the end of the 2012 Fiscal Year;

WHEREAS, the Board anticipates that implementation of cost saving measures to address this financial exigency, including class size increases, will result in the displacement of appointed teachers, which include tenured teachers and probationary appointed teachers;

WHEREAS, the Board anticipates that teachers will also be displaced for reasons other than attendance center closings, program closures, drops in enrollment, changes in educational focus of a school or actions taken pursuant to 105 ILCS 5/34-8.3 or 105 ILCS 5/34-8.4;

NOW THEREFORE, BE IT RESOLVED THAT:

- (1) The Board hereby delegates to the Chief Executive Officer the authority to honorably terminate (lay off) tenured teachers who are displaced from their teacher positions because of the financial exigency and resulting cost saving measures, including increases in class size, or for reasons other than attendance center closings, program closures, drops in enrollment, or changes in educational focus of a school or Board actions under 105 ILCS 5/34-8.3 or 105 ILCS 5/34-8.4.

- (2) The Board hereby delegates to the Chief Executive Officer the authority to dismiss probationary appointed teachers who are displaced from their teacher positions because of the financial exigency and resulting cost saving measures, including increases in class size, or for reasons other than attendance center closings, program closures, drops in enrollment, or changes in educational focus of a school or Board actions under 105 ILCS 5/34-8.3 or 105 ILCS 5/34-8.4.
- (3) The CEO shall offer tenured teachers scheduled for honorable termination and probationary appointed teachers scheduled for dismissal pursuant to this delegation the opportunity to resign in order to preserve any rights they have to a payout of sick benefit days and provide them all legally required notices associated with an honorable separation of employment.
- (4) The CEO shall report to the Board the names of all tenured teachers who have been honorably terminated and all probationary appointed teachers who have been dismissed/laid off pursuant to this delegation no later than sixty (60) calendar days after notices of honorable termination/dismissal have been transmitted to affected tenured and probationary appointed teachers.

The Secretary called the Roll and the vote was as follows:

Yeas: Ms. Ward, Mr. Bobins, Ms. Muñana, Dr. Butt, Mr. Carrero, Ms. Davis, and President Richardson-Lowry - 7

Nays: None

President Richardson-Lowry thereupon declared Board Report 10-0615-RS1 adopted.

10-0615-PO1

FINAL

AMEND BOARD REPORT 95-0814-PO1
POLICY REGARDING CLASS SIZE

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

The Chief Executive Officer recommends that the Board amend the Policy on Class Size as follows:

DESCRIPTION POLICY:

~~The 1995 Amendatory Act to the Illinois School Code and other statutes prohibits collective bargaining on decisions to determine class size and class staffing. The merits of various class size and staff options have been considered.~~ For the 2010-2011 and 2011-2012 school years, a financial exigency requires that the Board delegate to the Chief Executive Officer the authority to alter class size requirements to enable the district to address the financial exigency and balance its budgets for those fiscal years and to implement any changes to class size on or after July 1, 2010.

I. ELEMENTARY SCHOOLS AND VOCATIONAL GUIDANCE CENTERS (if any)

- A. Staffing
 - 28 at the kindergarten level
 - 28 at the primary level
 - 31 at the intermediate level and upper grade level
 - 20 in the education and vocational guidance centers (if any)
1. The number of classroom teaching positions provided to each elementary school will generally be determined as follows:
 - a. The total number of intermediate and upper grade students will be divided by 31 on a whole number basis, i.e., the division will not be extended to a decimal place. If the division is uneven, then the remaining students will be included in the primary membership;
 - b. The total number of primary students will be divided by 28 extended to one decimal place, and rounded up to the nearest whole number;
 - c. The total number of kindergarten students will be divided by two, extended to one decimal place, and rounded up to the nearest whole number; this number will then be divided by 28, extended to one decimal place, and rounded up to the nearest half (0.5) number;
 - d. The sum of a, b, and c represents the total number of teaching positions that will be provided to each elementary school;

- e. Teachers assigned to the Intensive Reading Improvement Program or to bilingual programs will not be counted as part of the number provided to implement the maximum class size program in each school.
2. The total number of education and vocational guidance center students will be divided by 20, extended to one decimal place, and rounded up to the nearest whole number.

B. Organization

1. Elementary Schools With Space Available

In those elementary schools in which space is available, the maximum number of students in classes will generally be as follows:

- 27 - 29 in kindergarten classes
- 27 - 29 in primary grade classes
- 30 - 32 in intermediate classes and upper grade classes

Implementation of these class sizes in specific schools may result in problems relating to class reorganization, single section classes, split grades, and installation of experimental programs. Local school deviations from the class sizes indicated above may be made by the principal, after consulting the Professional Problems Committee and the teachers involved, when necessary to implement special programs for instructional improvement or to meet special needs of the particular school.

2. Elementary Schools Without Space Available

In those elementary schools in which space is unavailable to organize classes as indicated above. The additional teachers provided under the staffing in "A" will share the curriculum planning, instructional responsibilities, and all other related duties of teachers. Said additional teachers will be programmed in such a way as to provide for maximum teacher-pupil contacts on a regularly scheduled basis to share the instructional load of the classroom teachers. Said additional teachers should not be used primarily for:

- administrative assistance
- building security purposes
- clerical or office-type tasks
- discipline purposes
- substituting
- lunchroom duty
- playground duty
- guidance purposes -- adjustment and counseling

3. All schools will be designated as schools with space available or schools without space available. Five periodic reports will be prepared during the school year and will include the following:
 - a. a listing of the names of the schools where space is available;
 - b. listing of the names of the schools where space is not available and where additional teachers have been assigned.
4. Elementary schools without space available and where additional teachers have been assigned will:
 - a. receive first priority in the assignment of Cadre and day-to-day substitute teachers,
 - b. have physical education teachers and teacher-librarians assigned based on the number of teaching positions, with each kindergarten class counted as one position

II. HIGH SCHOOL STAFFING AND ORGANIZATION*

- A. The maximum number of students in the classes indicated below will generally be as follows:

English (regular, honors and advance placement)	28	
English (essential or basic)		25
Mathematics (regular, honors and advanced placement)	28	
Mathematics (remedial)		25
Foreign Language		28
Social Studies	28	
Business Education		28
General Science - Science Laboratory		28
Home Economics - Non-Laboratory	28	

If essential or basic students are programmed in the same English or mathematics class with regular or honors students, the maximum class size will generally be 25 students.

Implementation of the policy on class sizes in specific schools may result in problems relating to individual class sizes, single section classes, installation of experimental programs, scheduling of special subject classes, and class organization and reorganization. Local school deviations from the class sizes indicated above may be made by the principal, after consulting the Professional Problems Committee and the teachers involved, when necessary to implement special programs for instructional improvement or to meet special needs of the particular schools. The total number of subject matter students assigned to each teacher should not exceed the number of subject classes multiplied by the maximum class size for the given subject indicated

- B. The number of students assigned to teachers indicated below will generally be determined by multiplying the number indicated next to the subject by the number of classes in the given subject.

Art	31
General Music	34
Physical Education	40

III. ELEMENTARY SCHOOLS - ART & MUSIC

The Board will continue to assign art and music teachers to elementary schools in accordance with the following formula:

- .5 position for schools whose enrollment is 750 or less;
- 1.0 position for schools whose enrollment is 751 or more

IV. SHOP, HOME ECONOMICS, LABORATORY AND DRAFTING

Shop, home economics, laboratory and drafting classes shall be limited in size to the maximum number of work stations available in each individual physical classroom in each school. The number of stations in each individual classroom shall be determined by the individual teacher, school administrator, and the shop supervisor of the Board.

* One of the responsibilities of all high school teachers is to work in improve reading skills of all students in all subject areas.

V. SPECIAL EDUCATION

The class size in special education classes shall be in accordance with the guidelines established by the Board in "Guidelines for Special Education Programs" and the Rules and Regulations of the State Board of Education.

VI. ADMINISTRATIVE DISCRETION IN EXCEPTIONAL CIRCUMSTANCES

The Chief Executive Officer or Chief Financial Officer are authorized to permit deviations from this policy where circumstances in the judgment of either of them require it.

VII. PROCEDURES FOR MODIFYING CLASS SIZE POLICY

Prior to Board adoption of any amendments to this policy altering the class size provisions contained herein, notice and an opportunity to meet and confer regarding the alterations will be provided to the Chicago Teachers Union at least 45 calendar days prior to implementation.

VIII. SPECIAL PROVISIONS FOR CLASS SIZE INCREASES AND CHANGES IN STAFFING FORMULA LEVELS DUE TO FINANCIAL EXIGENCIES FOR THE 2010-11 AND 2011-12 SCHOOL YEARS.

The Board has concluded that it will be unable to balance its budget in the 2010-2011 Fiscal Year at current class size and position staffing formula levels unless the labor organizations with which it has collective bargaining agreements agree to contract modifications and/or the Board withholds contractual wage and salary increases that will alone or in combination eliminate or significantly reduce anticipated increases in labor costs. This financial exigency is created by increasing labor costs, anticipated losses in revenue from the State of Illinois and the United States government and current and anticipated nonpayment and late payment of grants by the State of Illinois. The Board anticipates that this financial exigency will continue at least through the end of the 2011-2012 Fiscal Year.

For the foregoing reasons, in the event that labor contract modifications are not achieved and/or the Board does not withhold contractual wage or salary increases sufficient to enable the Board to balance its budget for the 2010-11 or 2011-2012 school years, the Board hereby delegates to the Chief Executive Officer the authority to:

- (1) increase class sizes to up to 35 students at some or all elementary school levels (kindergarten, primary, intermediate and upper grades) and in all elementary subjects (including but not limited to educational and vocational centers, art, music, language arts, mathematics, science, foreign languages), and,
- (2) increase class sizes to up to 35 students at some or all high schools levels (essential, basic, remedial, honors, advanced placement or any combination thereof) and in all High School subjects (including but not limited to English, Mathematics, Foreign Language, Business, General Science, Science Laboratory etc.).

For separate special education classes and enrollment of students with disabilities, the Chief Executive Officer shall establish class sizes consistent with Illinois State Board of Education Rules and Regulations concerning class size for students with disabilities.

For subjects that currently have class sizes in excess of 35, the Chief Executive Officer shall maintain them at the current class size level.

For art, music, library and physical education staffing formulas, the CEO may accept the unit administrator's staffing recommendation level provided that the recommendation is consistent with the Illinois School Code and regulations promulgated pursuant thereto.

The Chief Executive Officer shall report to the Board when final decisions regarding class sizes for the 2010-2011 and/or 2011-2012 school years have been made. The Chief Executive Officer shall implement the decision on the first day of the fiscal year to which it applies (i.e., July 1, 2010 for Fiscal Year 2011 and July 1, 2011 for Fiscal Year 2012).

The Secretary called the Roll and the vote was as follows:

Yeas: Ms. Ward, Mr. Bobins, Ms. Muñana, Dr. Butt, Mr. Carrero, Ms. Davis, and President Richardson-Lowry - 7

Nays: None

President Richardson-Lowry thereupon declared Board Report 10-0615-PO1 adopted.

10-0615-RS2

FINAL

RESOLUTION FINDING THAT THE BOARD OF EDUCATION HAS A REASONABLE EXPECTATION THAT THE BOARD WILL BE ABLE TO FUND COLLECTIVELY BARGAINED FOR WAGE AND SALARY INCREASES FOR FISCAL YEAR 2011

WHEREAS, the Board is a party to collective bargaining agreements with labor organizations (collectively referred "the collective bargaining agreements"), as hereinafter set forth, which are effective during the period of July 1, 2007 to June 30, 2012 and which govern the terms and conditions of employment of certain Board employees in bargaining units represented by those labor organizations

Chicago Teachers Union, Local 1, AFT, AFL-CIO ("the CTU CBA")

Service Employees International Union, Local 73 ("the SEIU CBA")

International Union of Operating Engineers, AFL-CIO, Local 143-143B ("the Engineers' CBA") (Engineers bargaining unit)

International Union of Operating Engineers, AFL-CIO, Local 143-143B ("the Financial Services CBA") (Financial Services bargaining unit)

Firemen & Oilers, Local No.7, AFL-CIO ("the Firemen & Oilers CBA")

UNITE-HERE, Local No. 1, AFL-CIO ("the UNITE HERE CBA")

State & Municipal Teamsters, Chauffeurs & Helpers Union, Local #726, now known as International Brotherhood of Teamsters, Local #700 ("the Teamsters CBA")

International Brotherhood of Electrical Workers, Local No.134 ("the IBEW CBA")

WHEREAS, each of the collective bargaining agreements, except the Financial Services CBA, require that the Board grant four percent (4%) increases to salary and wage tables for or wages of employees covered by those agreements effective July 1, 2011.

WHEREAS, the Financial Services CBA requires that, effective July 1, 2011, the Board allot an amount equal to four percent (4%) of salary and wages as a pool for performance-based increases for the employees covered by that agreement.

WHEREAS, the collective bargaining agreements ("the CBAs") require that the Board adopt a resolution fifteen (15) days prior to the end of each Fiscal Year in which the Board finds that there is a reasonable expectation that the Board will be able to fund the agreed upon wage and salary increases for the various bargaining units the upcoming fiscal year.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with the provisions of the CBAs referenced in the recitals to this Resolution, the Board finds that there is a reasonable expectation that, in Fiscal Year 2011, commencing July 1, 2010 and ending June 30, 2011, it will be able to fund: 1) in the case of the Financial Services CBA, a pool for performance-based increases equal to four percent (4%) of salary and wages of the bargaining unit employees; and, 2) in the case of all other CBAs, the four percent (4%) increases to the salary and wage tables or wages as provided in the CBAs
2. The adoption of this resolution shall not impair or restrict the Board's inherent, statutory, or contractual management rights generally or, in particular, with respect to its management authority over its budget or over the size or composition of its workforce.
3. Nothing in this Resolution shall be construed to provide wage or salary table increases or, in the case of the Financial Services CBA, a pool for performance-based increases that is greater than that set forth in this Resolution or agreed upon in the CBAs.

The Secretary called the Roll and the vote was as follows:

Yeas: Ms. Ward, Mr. Bobins, Ms. Muñana, Dr. Butt, Mr. Carrero, Ms. Davis, and President Richardson-Lowry - 7

Nays: None

President Richardson-Lowry thereupon declared Board Report 10-0615-RS2 adopted.

10-0615-RS3

FINAL

**RESOLUTION AUTHORIZING THE ISSUANCE OF A NOTE OF THE BOARD OF
EDUCATION OF THE CITY OF CHICAGO, ILLINOIS, IN AN AGGREGATE PRINCIPAL
AMOUNT NOT TO EXCEED \$800,000,000 PURSUANT TO THE SCHOOL CODE**

. . .

WHEREAS, pursuant to the provisions of Article 34 of the School Code of the State of Illinois, as amended, (the "School Code") the City of Chicago, Illinois, constitutes one school district (the "School District"), which is a body politic and corporate by the name of Board of Education of the City of Chicago, which School District is governed by the Chicago Board of Education (the "Board"); and

WHEREAS, the 2009 tax levy of the Board for educational and for building purposes (the "2009 Tax Levy") was \$1,864,500,000, and such levy has been filed in the manner provided by law with the County Clerk of the County of DuPage and the County Clerk of the County of Cook; and

WHEREAS, the 2010 tax levy of the Board for educational and for building purposes (the "2010 Tax Levy") is anticipated to be not less than \$1,864,500,000, and such levy is anticipated to be filed in the manner provided by law with the County Clerk of the County of DuPage and the County Clerk of the County of Cook; and

WHEREAS, receipt of the second installment of the 2009 Tax Levy will be delayed and may be significantly delayed, which, if said taxes are so delayed, will result in a decrease in cash on hand for the Board, due, in part, to delayed payments due and owing to the Board from the State of Illinois, and

WHEREAS, it is expected that further delays in payments due and owing to the Board from the State of Illinois will result in further decrease in cash on hand for the Board in fiscal year 2011; and

WHEREAS, pursuant to Section 34-23.5 of the School Code the Board is authorized to issue notes, bonds, or other obligations (and in connection with that issuance, establish a line of credit with a bank) in anticipation of the receipt of the taxes levied for educational and for building purposes, and

WHEREAS, the Board may authorize the issuance of notes, bonds, or other obligations in an amount not to exceed 85% of the second installment of the 2009 Tax Levy and the first installment of the 2010 Tax Levy; and

WHEREAS, no such notes, bonds, or other obligations have been issued in anticipation of the receipt of the 2009 Tax Levy or the 2010 Tax Levy for such purposes; and

WHEREAS, the Board has not issued tax anticipation warrants pursuant to Section 34-23 of the School Code; and

WHEREAS, the Board has not established a working cash fund pursuant to Sections 34-30 through 34-36 of the School Code.

NOW, THEREFORE, Be It and It is Hereby Resolved by the Chicago Board of Education of the City of Chicago as follows:

1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this resolution are full, true and correct and does incorporate them into this resolution by this reference.

2. Determination to Authorize and Provide for the Note. It is necessary and in the best interests of the Board and the residents of the School District for the Board to enter into the Note and the Line of Credit. The Note is hereby authorized, in an amount not to exceed \$800,000,000 and having a term ending in accordance with Section 5, below. It is hereby found and determined that the Note and the Line of Credit are in the best interests of the Board and the residents of the School District and that no person holding an office of the Board, either by election or appointment, is in any manner interested, either directly or indirectly, in his own name or the name of any other person, association, trust or corporation, in the transactions contemplated by the Note and the Line of Credit.

3. Finding. The Board hereby determines it to be necessary to issue notes, bonds, or other obligations (and in connection with that issuance, establish a line of credit with a bank) in an amount not to exceed \$800,000,000 and to deposit the proceeds thereof in funds of the Board so that the moneys available in such funds will be sufficient to pay expenses expected to be incurred by the Board for educational and for building purposes prior to the receipt of taxes levied for such purposes.

4. Definitions. For all purposes of this Resolution, except as otherwise expressly provided or unless the context otherwise requires and in addition to the terms defined in the preambles hereto, the terms defined in this Section shall have the meanings set forth below, and shall include the plural as well as the singular.

"Designated Officials" shall mean the President and the Chief Financial Officer of the Board

"Line of Credit" shall mean a line of credit authorized under this Resolution and established with a bank for the benefit of the Board.

"Note" shall mean a promissory note of the Board authorized to be issued under this Resolution and to be paid to the order of a bank selected by the Board.

5. Authorization and Terms. The Note (and in connection there with the Line of Credit) is hereby authorized to be issued and established pursuant to the provisions of the School Code and other provisions of Illinois law to defray the necessary expenses and liabilities of the School District incurred for educational and building purposes prior to the receipt of taxes levied for such purposes, and for no other purpose. The Note shall be drawn against and in anticipation of the collection of the taxes levied for the year 2009 and the year 2010 for educational and building purposes. The Note shall be payable solely from such taxes when collected.

The Note shall be issued in an amount not in excess of \$800,000,000. Taxes comprising the 2009 Tax Levy and the 2010 Tax Levy are hereby assigned to the payment of the Note and such taxes, when collected, shall be set apart and held for the payment of the Note.

The Note shall be dated as of the date of delivery thereof (the *"Dated Date"*). All moneys borrowed pursuant to this Resolution shall be repaid exclusively from property tax revenues, and such payment shall be made, within 60 days after the property tax revenues have been received by the Board provided, however, either of the Designated Officials are hereby authorized to determine, at their discretion, to retire the borrowing by the making of partial payments or payment in full. The Note shall bear interest at a rate or rates as determined by either of the Designated Officials at the time of issuance of the Note, not to exceed the maximum rate authorized by the Bond Authorization Act, from the date of issuance until paid. The fees paid to any provider for the provision of a Line of Credit shall not exceed \$1,250,000.

6. Execution. The Note shall be executed on behalf of the Board with the manual or duly authorized facsimile signatures of the President and Secretary of the Board, all as such officers shall determine. In case any officer whose signature shall appear on the Note shall cease to be such officer before the delivery of such Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

7. Form of the Note. The Note shall be issued in a form approved by a Designated Official and the General Counsel of the Board.

8. Further Acts. Each of the Designated Officials, officials or officers of the Board are hereby authorized to execute and deliver such loan and security agreement, and such other documents and agreements and perform such other acts as may be necessary or desirable in connection with the Note and the Line of Credit, including, but not limited to, provisions relating to indemnification, and the exercise following the delivery date of the Note of any power or authority delegated to such official under this Resolution with respect to the Note, but subject to any limitations on or restrictions of such power or authority as herein set forth.

All actions of the officials or officers of the Board that are in conformity with the purposes and intent of this Resolution are hereby in all respects ratified, approved, and confirmed.

9. Severability. The provisions of this Resolution are hereby declared to be severable; and if any section, phrase, or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases, or provisions.

10. Repealer and Effective Date. All Resolutions or parts of resolution in conflict herewith are, to the extent of such conflict, hereby repealed. This Resolution is effective immediately upon its adoption.

The Secretary called the Roll and the vote was as follows:

Yeas: Ms. Ward, Mr. Bobins, Ms. Muñana, Dr. Butt, Mr. Carrero, Ms. Davis, and President Richardson-Lowry - 7

Nays: None

President Richardson-Lowry thereupon declared Board Report 10-0615-RS3 adopted.

OMNIBUS

At the Special Board Meeting of June 15, 2010 the foregoing reports set forth from number 10-0615-RS1 through 10-0615-RS3 except as otherwise indicated, were adopted as the recommendations or decisions of the Chief Executive Officer and General Counsel.

ADJOURNMENT

President Richardson-Lowry moved to adjourn the meeting, and it was so ordered by a voice vote, all members present voting therefore.

President Richardson-Lowry thereupon declared the Board Meeting adjourned.

I, Estela G. Beltran, Secretary of the Board of Education and Keeper of the records thereof, do hereby certify that the foregoing is a true and correct record of certain proceedings of said Board of Education of the City of Chicago at its Special Board Meeting of June 15, 2010 held at the Central Service Center, 125 South Clark Street, Board Chamber, Chicago, Illinois, 60603.

**Estela G. Beltran
Secretary**

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