

**BOARD OF EDUCATION**  
**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**  
**Minutes of the Regular Board of Education Meeting held at 7:00 p.m.**  
**July 9, 2018**  
**Jefferson School - Multipurpose Room**  
**8200 N. Greendale Avenue, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 5:37 p.m. Other Board members in attendance were Fred Sanchez, Rick Biagi, and Eastman Tiu. Board member Tom Sotos arrived during the closed session. Board member Mark Eggemann arrived following the closed session. Board member Larry Ryles was absent. Also present were: Superintendent Laurie Heinz; Chief School Business Official Luann Kolstad; Assistant Superintendent for Human Resources Joel Martin; Public Information Coordinator Bernadette Tramm; Board legal counsel James Levi of Hodges Loizzi; and one member of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at: <http://www.d64.org>. The agenda and all reports for this meeting are also available on the website, or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

**BOARD RECESSES AND ADJOURNS TO CLOSED SESSION**

Board members agreed by consensus to defer discussion of the Superintendent evaluation at a later date when all members can be present, but to proceed with other topics as planned. Dr. Heinz agreed to the delay of the evaluation so that feedback can be provided by the entire Board.

At 5:40 p.m., it was moved by Board President Borrelli and seconded by Board member Sanchez to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District 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 this Act [5 ILCS 120/2 (c)(1); the setting of a price for sale or lease of property owned by the District. [5 ILCS 120/2 (c)(6); and the sale or purchase of securities, investments, or investment contracts [5 ILCS 120/2(c)(7)].

The votes were cast as follows:

AYES: Tiu, Biagi, Borrelli, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: Eggemann, Sotos, Ryles

The motion carried.

The Board adjourned from closed session at approximately 6:55 p.m. and took a short recess before reconvening the regular meeting at 7:01 p.m. In addition to those mentioned above, also present were: Assistant Superintendent for Student Learning Lori Lopez; Director of Innovation and Instructional Technology Mary Jane Warden; Director of Facility Management Ron DeGeorge; and approximately 12 members of the public.

### **PLEDGE OF ALLEGIANCE**

Board President Borrelli led the Pledge.

### **PUBLIC COMMENTS**

Board President Borrelli invited public comments on items not on the agenda, which were received as follows:

- Miki Tesija, D64 parent, inquired whether comments on the two Board committees would be heard later. Board President Borrelli confirmed that public comments would be taken then as well.
- Jo Kearns, D64 resident, addressed the Board concerning the salary of the new administrative assistant to the Superintendent. Dr. Heinz stated a response would be provided via email.
- Sharon Millen, an employee of Child Care with Confidence, addressed the Board concerning the continuation of its lease for space within Jefferson School.

### **DISCUSSION AND APPROVAL TO BID SUMMER 2019 CONSTRUCTION PROJECTS**

CSBO Kolstad and Director DeGeorge reviewed the proposed projects for summer 2019, which encompass both the secure vestibule/office relocations for Emerson, Carpenter, Field and Franklin schools, as well as other Master Facilities Plan projects. They noted the proposed projects have been evaluated in the context of extending the life of a building or its systems based on individual building needs and overall needs across the District. They reviewed a slate of projects with the Board including an estimated \$2.4 million in Health Life Safety Category B projects at Carpenter, Franklin, Lincoln and Washington; and approximately \$1.5 million in critical infrastructure projects, including galvanized water piping replacement at Carpenter and Franklin schools, and the Lincoln parking lot. They also reviewed a third category of other capital projects with an estimated investment of \$3.1 million, which include the secure vestibule/office projects noted above that are now based on updated designs that do not require additions to the building. The renovation of the Washington School Learning Resource Center

and reconfiguration of the music/art and teacher lounge areas to create another full-size classroom are also included. Board members, Dr. Heinz, CSBO Kolstad and Director DeGeorge discussed the scope of each project. They also began a preliminary discussion of other projects, such as the estimated \$1.5 million replacement of interior doors and hardware lock systems, which could be considered at a later time. CSBO Kolstad affirmed that administration recommends moving forward to prepare bid documents only on an estimated \$6.9 million of summer 2019 proposed projects at this time, so that these projects can be released for bidding in late September and returned to the Board for approval most likely by the end of 2018. Turning to financing, CSBO Kolstad noted that the goal would be to utilize the funds the District would receive from the issuance of Working Cash Fund bonds, and potentially, a transfer from the Working Cash Fund. She confirmed that the Board has the authority to issue up to \$20.75 million in Working Cash bonds to complete facilities projects as provided by the Financing Framework created by the Board in winter/spring 2017. She noted that the District's finance adviser Elizabeth Hennessy from Raymond James would be invited to an upcoming meeting to update the Board on its financing options for this work.

ACTION ITEM 18-07-1

It was moved by Board member Eggemann and seconded by Board member Biagi that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve preparing bid documents for:

1. Summer 2019 Health Life Safety (HLS) Projects
2. Summer 2019 Critical Infrastructure Category 2 Projects
3. Summer 2019 Capital Projects:
  - a. Carpenter, Field, Franklin Classroom and Main Office Relocation
  - b. Carpenter, Field, Franklin Secure Vestibule (Requires a)
  - c. Emerson Secure Vestibule Enhancements
  - d. Washington Learning Resource Center
  - e. Washington Music/Art/Teacher Lounge Reconfiguration

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

The Board agreed by consensus to advance the discussion on the future use of the District 64 Educational Service Center prior to considering the potential uses of Jefferson Early Childhood Center.

**DISCUSSION OF FUTURE USE OF HENDEE ESC (164 S. PROSPECT AVENUE)**

CSBO Kolstad noted that during the Board’s discussion at the June 25, 2018 meeting to replace the front stairway with new steps and an ADA compliant ramp, Board members had raised the question of potentially selling the ESC to another party and leasing it back for the District’s ongoing use as its administrative center. CSBO Kolstad said that administration had prepared five potential options for the Board’s consideration, and that legal counsel James Levi of Hodges Loizzi had provided the Board with an outline of the legal requirements for a government body to sell/purchase real estate. She noted that the property had been appraised at \$470,000, whether it is sold with the building or as a vacant site, and that a commercial real estate firm with leasing, renovating, and capital markets expertise had assisted in providing insights on several of the options.

Board members then discussed each of the five potential options in detail with CSBO Kolstad, Dr. Heinz, Mr. Levi, and Director DeGeorge, including:

1. Sell the ESC to a private party and lease it back.
2. Sell the ESC and lease property in another location within the District.
3. Sell the ESC and purchase an existing office space or build on a school site.
4. Sell the ESC and move the administration into the Jefferson School facility.
5. Keep the ESC. This would include extensive work on the interior of the facility to bring it up to both fire and ADA codes. It also would include the replacement of the front steps and addition of the ADA compliant ramp, fixing the drainage issues around the facility, and at some point, replacing the parking lot.

The wide-ranging discussion included identifying concerns such as: parking for employees, visitors and meeting attendees; square footage needed; differences between Class B and Class C space; prevailing wage requirements for facilities work completed; available property at District 64 schools to build; leasing costs for a floor or floors within a commercial structure; water detention requirements; and other topics.

Following this discussion, administration was requested to contact the City of Park Ridge to determine if it would be interested in the ESC property; prepare a more detailed budget for renovation of the ESC; review available real estate; and further evaluate the space needs for an administration center to house all departments, provide meeting space and other needed features. The consensus of the Board was to drop the sale and lease options. The Board is expected to return to this topic later in the fall.

**PRELIMINARY REVIEW OF POTENTIAL USES OF JEFFERSON EARLY CHILDHOOD CENTER**

CSBO Kolstad noted that studying the feasibility of bringing full-day kindergarten to District 64 is on the schedule to be evaluated during the final two years of the D64 Strategic Plan. Dr. Heinz and Dr. Lopez described some of the considerations in shifting from a half-day to a full-day kindergarten program. CSBO Kolstad noted that administration has begun the process by researching and developing different space utilization options for full-day kindergarten for the Board to consider along with the potential financial impact related to space requirements. She affirmed that the discussion at this meeting is limited to solely evaluating facility needs for full-day kindergarten, and that programming, staffing, transportation, food service and other concerns would be considered at a later meeting. CSBO Kolstad reviewed the current usage of Jefferson, and shared a preliminary overview of five options for Jefferson and associated estimated construction costs for each prepared with the District's architects Studio GC. She noted that all of the options would require discontinuation of the lease with Childcare with Confidence for approximately 8,300 square feet of the facility.

The facility options and estimated costs include: 1A - early childhood and full-day kindergarten at Jefferson, \$7.8 million; 1B - early childhood, full-day kindergarten with second story ESC and Tech Central at Jefferson, \$11.4 million; 2 - converting Jefferson into an early childhood and full-day kindergarten center based on a blended and/or lottery system for full-day kindergarten, \$4.9 million; 3 - full-day kindergarten at each K-5 building with one or two half-day classrooms per building, \$7 million; and 4 - convert Child Care with Confidence area into the ESC and renovate the entire building, \$11.5 million. Following detailed discussion, the consensus of the Board was to remove option 2 from further consideration and to direct administration to work with the Village of Niles to determine other impacts of a potential change in use of Jefferson, for example on parking requirements. The Board is expected to continue exploring the full-day kindergarten concept at a Committee-of-the-Whole meeting to be scheduled when the additional research is completed.

At 9:22 p.m., Board President Borrelli called for a brief break; the meeting was resumed at 9:34 p.m.

#### **DISCUSSION OF SCHOOL RESOURCE OFFICER COMMITTEE AND MEMBERSHIP**

Dr. Heinz recapped that the Board in June had approved the creation of an SRO Committee, and had named Board members Biagi and Sotos as its representatives. She noted the Board had confirmed that the committee's work is expected to be short-term and focused on creating a Memorandum of Understanding (MOU) that aligns to the draft Mission Statement, which will need to be finalized by this committee and then approved by the Board. The committee will also ensure that the draft Intergovernmental Agreements with the City of Park Ridge and the Village of Niles align with desired outcomes of the pilot SRO program.

Led by Board members Biagi and Sotos, Board members then discussed the composition of the committee. Although the membership of the committee itself is limited, the Board affirmed its desire to have stakeholders utilized as resources to provide expertise and guidance to the committee's work. Dr. Heinz reported on the response received thus far from the invitation to community members to submit names for members or as resources. Following further discussion, the Board came to consensus on having a nine-person committee, including: Board members Biagi and Sotos; the two middle school principals; the District's Assistant Superintendent for Student Learning; two community members; and a representative from the Special Education Committee that will be created formally later in the meeting. The ninth member is expected to be jointly suggested to the full Board by members Biagi and Sotos. The names of the individuals recommended for appointment as committee members as well as individuals and organizations identified as resources will be brought forward by the two Board representatives at an upcoming meeting. The Board began a discussion on how the committee would operate. Dr. Heinz recommended having a representative from the Illinois Association of School Boards (IASB) provide a short workshop focused on committees for the Board to better understand the role of committees and how they can best function in support of the Board's work.

Board President Borrelli offered an opportunity for public comment, which was received as follows:

- Alice Dobrinsky, D64 parent, questioned whether the Board had identified the need for the committee and the issues to be addressed.

Board President Borrelli urged all Board members to send their recommendations regarding members to Dr. Heinz. Legal counsel James Levi noted that SRO Committee members once appointed would complete the Open Meetings Act training prior to beginning their work.

### **ESTABLISH A BOARD COMMITTEE FOR SPECIAL EDUCATION**

Dr. Heinz reported that tonight the Board would take formal action to create a committee for Special Education, and that it had previously designated Board members Ryles and Sanchez as its representatives.

#### **ACTION ITEM 18-07-2**

It was moved by Board member Sotos and seconded by Board member Sanchez that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the creation of a special Board Committee on Special Education.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

The Board then discussed setting a specific scope of work for this committee, and noted a potential overlap with efforts launched this spring with the creation of the Parents and Teachers Talking Together (PT3) group focused on the special education program. They also pointed out that the new Director of Student Services would have thoughts about the committee's functions as well. The Board consensus was that similar to the SRO Committee, the membership for the Special Education committee would be limited, but would have a wider involvement of stakeholders as resources. Various combinations of members were discussed without a final determination being made.

Board President Borrelli invited public comments, which were received as follows:

- Miki Tesija, D64 parent, addressed the Board regarding the work of the PT3.
- Lorena Fisher, D64 parent, addressed the Board regarding selection of parents as committee members.

Dr. Heinz confirmed that both the SRO and Special Education committees will operate under the Illinois Open Meetings Act, so that agendas will be posted in advance, the meetings will be public, and minutes will be prepared. She also noted that new Student Services Director Lea Anne Frost would provide monthly updates to the Board on her improvement efforts for the department. In addition, because of the limited past experience in utilizing Board committees, the Board reached consensus to invite an IASB representative to an upcoming meeting to review how Board committees can be structured and used most effectively.

### ***2020 VISION STRATEGIC PLAN YEAR 3 UPDATE***

Board members reached consensus to defer the report and proceed forward on the agenda.

### **APPROVAL OF ADMINISTRATIVE SALARIES**

Dr. Heinz reported that at the June 25 meeting, the Board had approved salary increases for exempt staff in three categories, aligned with those provided to Park Ridge Education Association members, Park Ridge Teacher Assistant Association (PRTAA) members, or an average/hybrid of the two union groups. She noted that administration had also presented a proposal to provide an average 3.47% increase for the 17 administrators eligible for a raise this year and linking them to the PREA average raise. Dr. Heinz further reported having met with a consultant to work with the District in preparing evaluations and rubrics for certain groups within the exempt staff, who could also develop rubrics for the central office leadership team. She

pointed out that building principals are already evaluated based on methodology required by the Illinois State Board of Education. In discussion with Board members, Dr. Heinz confirmed that a separate pool of funds for market adjustments was not being requested, but that differences in raises due to evaluations would potentially create room within this ceiling to provide such adjustments.

ACTION ITEM 18-07-3

It was moved by Board member Sanchez and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve a not to exceed dollar value of \$73,573 for administrative raises.

The votes were cast as follows:

AYES: Sanchez, Sotos, Borrelli, Eggemann

NAYS: Biagi

PRESENT: Tiu

ABSENT: Ryles

The motion carried.

**RECOMMENDATION AND APPROVAL OF PERSONNEL REPORT**

ACTION ITEM 18-07-4

It was moved by Board member Eggemann and seconded by Board member Sanchez that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report, noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

**CONSENT AGENDA**

**A .BILLS, PAYROLL & BENEFITS**



Bills:

10 - Education Fund -----	\$ 560,557.57
20 - Operations and Maintenance Fund -----	\$ 56,601.29
30 - Debt Services -----	\$ _____
40 - Transportation Fund -----	\$ 110,058.00
50- Retirement (IMRF/55/MEDICARE)-----	\$ _____
60 - Capital Projects -----	\$ 264,164.00
61 - Capital Projects - 2017 Debt Certificates -----	\$ 453,453.00
80 - Tort Immunity Fund -----	\$ 539,246.00
90 - Fire Prevention and Safety Fund -----	\$ _____
	Total: \$ 1,984,079.86

Checks Numbered: 129734 - 129735, 129737 - 129774

ACH's Numbered: 181900002 - 181900041

Payrolls & Benefits:

10 - Education Fund -----	\$ 9,104,205.54
20 - Operations and Maintenance Fund -----	\$ 241,271.79
40 - Transportation Fund -----	\$ 936.56
50 - IMRF/FICA Fund -----	\$ 115,535.66
51 - SS/Medicare -----	\$ 174,576.22
80 - Tort Immunity Fund -----	\$ _____
	Total \$ 9,636,525.77

Checks Numbered: 14183 - 14302

Direct Deposit: 900137810 - 900140846

The Accounts Payable detailed list can be viewed on the District 64 website [www.d64.org](http://www.d64.org) > Departments > Business Services.

B. APPROVAL OF SEVENTH AMENDMENT TO LEASE AND LICENSE AGREEMENT BY AND BETWEEN PARK RIDGE-NILES COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64, COOK COUNTY, ILLINOIS AND CHILD CARE WITH CONFIDENCE, INC.

Board members and legal counsel discussed whether the District may have liability from Childcare with Confidence's prior unpaid property taxes, and reached consensus to add language to the action item.

ACTION ITEM 18-07-5

It was moved by Board member Sotos and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of July 9, 2018, which includes Bills, Payroll and Benefits; and Approval of Seventh Amendment to Lease and License Agreement by and between Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois and Child Care with Confidence, Inc.. As it pertains to the approval of the Seventh Amendment to Lease and License Agreement by and between Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois and Child Care with Confidence, Inc., the Board approves the amendment to the lease subject to a determination by our legal counsel that the District is not exposed to any liability from the delinquent property taxes not paid by the tenant.

The votes were cast as follows:

AYES: Sanchez, Sotos, Borrelli, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

**APPROVAL OF MINUTES**

ACTION ITEM 18-07-6

It was moved by Board member Sanchez and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Session Meeting on June 25, 2018; Special Board Meetings on June 14, 2018 and June 11, 2018; and Committee of the Whole: Budget on June 11, 2018.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

**OTHER DISCUSSION AND ITEMS OF INFORMATION**

Dr. Heinz reviewed the draft agenda for the August 27 regular meeting, which will be held at Roosevelt School to provide an opportunity for the Board to visit the new secure vestibule/office reconfiguration and primary wing. She reviewed two FOIA requests. Board members requested that a discussion of the volume of FOIA requests, cost and how requests are communicated publicly be added to the next meeting agenda.

**ADJOURNMENT**

At 11:20 p.m., it was moved by Board President Borrelli and seconded by Board member Eggemann to adjourn.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: Ryles

The motion carried.

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President

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Secretary