

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 5:30 p.m.
August 27, 2018
Roosevelt School - South Gym
1001 S. Fairview Avenue, Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 5:35 p.m. Other Board members in attendance were Fred Sanchez, Larry Ryles, Tom Sotos, Rick Biagi, and Eastman Tiu; Board member Mark Eggemann arrived during the regular meeting. Also present were: Superintendent Laurie Heinz; Chief School Business Official Luann Kolstad; Assistant Superintendent for Student Learning Lori Lopez; Assistant Superintendent for Human Resources Joel T. Martin; legal counsel Tony Loizzi of Hodges Loizzi; Public Information Coordinator Bernadette Tramm; 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, IL 60068.

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

At 5:36 p.m., it was moved by Board President Borrelli and seconded by Board member Tiu 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)].

Board President Borrelli noted the topic for the closed session is to discuss the Superintendent's evaluation. In response to a Board member question, legal counsel Tony Loizzi confirmed that the Illinois School Code prohibits superintendent, principal and teacher evaluations from being conducted in open session and there are no exceptions to this rule; that it is justified under the Open Meetings Act; and that it is advisable that the Board conduct the superintendent's evaluation in closed session.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Eggemann

The motion passed.

The Board adjourned from closed session at approximately 6:45 p.m. and after a short recess convened to a public hearing on the 2018-2019 budget. In addition to those listed above, also present were: Director of Innovation and Instructional Technology Mary Jane Warden; Director of Student Services Lea Anne Frost; Director of Facility Management Ron DeGeorge; and approximately 30 members of the public.

PUBLIC HEARING ON THE 2018-2019 BUDGET

At 6:50 p.m., Board President Borrelli moved and Board member Sanchez seconded to convene a public hearing on the 2018-2019 budget, which was approved by consensus.

Board President Borrelli noted that the Board had approved the tentative budget on June 25, 2018, had made it available for public review, and had met the various legal publication and notice requirements. He invited administration and Board member comments; none were received. He invited comments from members of the public; none were received.

At 6:53 p.m., it was moved by Board President Borrelli and seconded by Board member Sanchez to adjourn the public hearing.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Eggemann

The motion carried.

BOARD ADJOURNS FROM PUBLIC HEARING AND RESUMES REGULAR MEETING

The Board adjourned from the public hearing at approximately 6:53 p.m. and had a brief break before resuming the regular meeting at 7:00 p.m. In addition to those listed above, an additional 30 members of the public also were present.

PLEDGE OF ALLEGIANCE AND WELCOME TO ROOSEVELT SCHOOL

Roosevelt Principal Kevin Dwyer and Assistant Principal Allison Sobotka introduced the Color Guard from Cub Scout Pack 201 to led the Pledge of Allegiance. Dr. Dwyer noted that prior to the meeting, the Board had an opportunity to informally tour the first floor areas renovated in summer 2018, including the new secure vestibule and reconfigured office; the Learning Resource Center; music room; and several new primary classrooms. Noting that D64 had adopted the #D64Smiles hashtag for this school year, he highlighted several areas in which Roosevelt families and the school had worked together this summer, including the Roosevelt Community Garden that provided 11 bags of fresh vegetables for the Maine Township Food Pantry; the facelift of the Reading Garden including benches refurbished by Eagle Scout Aidan Buschmann and a Troop 76 Scout project supported by PTO families and community members; and that Roosevelt students had won first place in the Park Ridge Public Library's summer reading program for a fourth consecutive year with a 52% student participation rate. Dr. Dwyer then introduced a short video that recapped the construction work completed at Roosevelt over the summer. He thanked the Board for the investment in refurbishing the building to create fresh, modern and functional learning and teaching spaces for students and staff as the school enters its 90th year. Board President Borrelli congratulated and thanked Dr. Dwyer on behalf of the Board for the warm welcome to Roosevelt, which is the first school the Board visited as it conducts on-site meetings at all schools in rotation this year.

STUDENT/STAFF RECOGNITION

Dr. Heinz reported that for 2018-19, the District would be presenting for Board recognition the talents and accomplishments of students and staff throughout the year rather than reserving them for one meeting in May. The spotlight this evening was placed on:

- The Emerson 7/8 Singers under the direction of Mrs. Terry Broeker, general music curriculum specialist, who performed selections from *The Greatest Showman* and *La La Land*.
- Emerson Middle School's Physical Education Department for receiving a five-year re-designation of the Blue Ribbon Award from the Illinois Association of Health, Physical Education, Recreation and Dance (IAHPERD) based on an in-depth, rigorous review of the department's exemplary quality and commitment to state and national standards in PE that motivate students to seek healthy choices and kindle a desire to maintain lifelong fitness.
- Lincoln Middle School seventh grade teacher Christine Thielen, former Mathematics Department chair, for being appointed as Chairman of the Board of Trustees of the global Association for Middle Level Education (AMLE), the foremost provider of quality resources, programs and services for educators who work with young adolescents.

Board members and all present warmly congratulated students and staff on these accolades.

PUBLIC COMMENTS

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

- Sal Galati, D64 parent, addressed the Board on school safety and security, and later provided a written statement.
- Tom Fisher, D64 parent, asked whether the Board would accept public comments following the special education report; the Board agreed by consensus to take comments at that time as well.

NEW TEACHER ORIENTATION, DISTRICT INSTITUTE DAYS & OPENING DAYS REPORT

Dr. Heinz reported on the two robust days of professional development on August 13-14 provided to more than 30 new certified staff members before the opening of school this year. Although intensive, she noted that the investment of time in making sure new hires understand expectations is key to a successful start in D64. This year's agenda focused on the D64 *2020 Vision* Strategic Plan, mission statement and key initiatives; grade level curriculum maps, pacing guides, and common assessments that will guide their teaching through the year; and the District's focus on social emotional learning (SEL). Dr. Heinz noted that mentors and their mentees will meet formally each week and on an informal basis, as they continue training on a host of other essentials.

Turning to the District Institute Days on August 16-17, Dr. Heinz reported that this was the third consecutive year that back-to-back days were held for staff. The first day was conducted at the individual schools and was devoted to building topics, including opportunities for team building; review of school data from 2017-18; an overview of Year Two areas of focus with SEL implementation; and building crisis team planning, among other essentials. Dr. Heinz reported that the entire District came together on the second day at Emerson Middle School to hear welcome messages from Board President Borrelli and Park Ridge Education Association President Jerry Mulvihill, along with Dr. Heinz's own overview of the District's accomplishments from 2017-18 and initiatives and key areas of focus for 2018-19. Dr. Heinz announced that a new hashtag -- #d64Smiles -- was being launched to share points of pride in the work we are doing with students through the year. Dr. Lopez also shared the student learning goals and progress we have made toward them. The keynote speaker for the morning was Jack Gallagher, who presented *A Different Kind of Cool*, a message of acceptance of learning differences and the importance of working together to support all learners. Dr. Heinz noted that the remainder of Institute Day was dedicated to team and department

meetings, and that activities were aligned with Strategic Plan goals and targeted department goal-setting, Illinois Learning Standards, differentiation, common assessment design, and unit design.

Turning to the opening days of school, Dr. Heinz reported that the District welcomed students back on Monday, August 20, with more than 4,500 registered as of the prior week. She reported that the start of school had gone smoothly, and thanked the hard work and dedication of all D64 employees for preparing the buildings and schools for the arrival of students and for returning to classrooms with a commitment to teaching and engaging students. Dr. Heinz noted that the District looks forward to a positive year of learning and growth for every child in D64.

SPECIAL EDUCATION UPDATE AND 2018-19 PRIORITY PROJECTS

Dr. Heinz noted that even before Dr. Frost's official July 1 start date that Dr. Frost had completed a comprehensive analysis of the audit/review reports of the department prepared in spring 2018, and had conducted meetings with various D64 staff to build background knowledge of the department and to begin prioritizing a multi-year phase-in of various improvement efforts. Dr. Frost then reported on the path of change and improvement for the department now underway for 2018-19, which also aligns with the District 64 *2020 Vision* Strategic Plan. She reported on immediate changes to staffing, which includes an increase in the staffing allocation for the department as approved by the Board, encompassing an additional special education coordinator, which allows each coordinator to be an instructional leader at each school; a Board Certified Behavior Analyst to assist in analyzing behaviors and developing appropriate and effective interventions for students as well as providing training to build the capacity of both regular and special education staff surrounding students with more complex behavioral needs; and an additional psychologist to provide the necessary services and supports to students and staff. Dr. Frost also reviewed the professional development training pertinent to the report findings that is already underway for staff at the outset of the school year, including navigation of the IEP software system and appropriate goal writing training, along with other professional development. Dr. Frost further noted that IEP training also was being provided with an emphasis on consistency across the District to ensure greater compliance in identifying student needs, as well as the use of new forms within the IEP system to define eligibility for services and the creation of appropriate IEP goals. A final area of focus is a message of inclusion. She noted that Dr. Heinz had already spoken about the Institute Day keynote speaker Jack Gallagher, who is the parent of a child with a disability, and that Mr. Gallagher's message of inclusion had also been warmly received at a Parent University the evening before Institute Day. Dr. Frost confirmed that this message will be a spotlighted for the foreseeable future.

Looking ahead in 2018-19, Dr. Frost provided a run-down of the action steps that will be undertaken in the focus areas of: professional development with scheduled sessions in place for this fall; consistency of practices, with a department newsletter being created and alignment of special education coordinators' goals with the results of the audits; and promoting a message of inclusion, with the reconvening of the Parents and Teachers Talking Together (PT3) group on September 20 under the guidance of an experience facilitator building on key topics developed by the group earlier in the spring. Finally, Dr. Frost reviewed ongoing work and next steps that will guide her activities through the year ahead.

Board members, Dr. Heinz and Dr. Frost discussed various aspects of the report; Dr. Frost noted that she would be providing monthly updates to the Board on progress in these priority areas. It was further noted that having developed a greater understanding of the operations of Board committees through the workshop and discussion at the August 20 special meeting, Board members Ryles and Sanchez will be working with

Dr. Heinz and Dr. Frost to launch the Special Education Board Committee shortly, which will provide another avenue of communication and insights about these improvement efforts. Board members further discussed the outstanding decisions that must be made as the committee is launched, including clarifying its mission and purpose.

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

- Miki Tesija, special education parent, addressed the Board about the goals for the department and timing of implementation.
- Tom Fisher, special education parent, addressed the Board about the leadership of the Special Education Board Committee.

DISCUSSION OF BOARD COMMITTEE POINTS TO CONSIDER

In light of the discussion that had occurred in connection with the Special Education Board Committee, the Board agreed by consensus to defer further discussion at this time.

2017-18 YEAR END RESULTS AND 2018-19 BUDGET UPDATE

CSBO Kolstad reported that the District had formally closed the 2017-18 fiscal year, and that unaudited figures are now available. She reported that these unaudited figures will now be used to update the 2018-19 tentative budget as the District moves forward toward final Board adoption at the September 24, 2018 meeting. CSBO Kolstad noted that the District had finished the year with a positive balance with revenues exceeding expenditures by almost \$5.7 million with an estimated ending Operating Fund balance of 69.98%. She reported that the Operating Fund balance is approximately 5.5% higher than the ending fund balance in 2017-18. Board members, Dr. Heinz and CSBO Kolstad then discussed expenditures and revenues for each of the 10 separate funds, reviewing variances above and below the budget for the year. Legal services was an area earmarked for further analysis at an upcoming meeting.

Turning to the 2018-19 budget, CSBO Kolstad reported the District continues to develop and refine the budget, such as updates now being made based on actual hiring for the start of school and related benefit selections for these employees as well as the administrative raises approved by the Board over the summer. CSBO Kolstad noted the Education Fund had decreased by approximately \$1.2 million since the tentative budget approved in June, and that there have been no remarkable increases in any line items. She confirmed the Board would review an update to the long-range financial projections when the final budget is presented at the September 24 meeting.

Board President Borrelli called for a brief recess; the meeting resumed at approximately 8:55 p.m.

SECOND READING AND APPROVAL OF PRESS ISSUES 96 & 97 AND POLICIES 6:135 AND 8:20

ACTION ITEM 18-08-7

It was moved by Board member Ryles seconded by Board member Biagi that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve Board Policies 2:260, 4:15, 4:40, 4:80, 4:150, 4:170, 5:10, 5:20, 5:90, 5:100, 5:240, 6:20, 6:60, 6:80, 6:135 and 8:20.

Board members, Dr. Heinz and legal counsel Tony Loizzi continued a discussion initiated at the August 20, 2018 meeting on revisions to Policy 8:20. Mr. Loizzi provided further information on two concerns that had

been raised regarding equal access to facilities and potential due process. The Board agreed by consensus to include in the final version of the policy a recommended sentence that had been marked as optional.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

YEAR TO DATE FOIA REPORT AND DISCUSSION ON FOIA COMMUNICATION AND COST

Dr. Heinz and Public Information Coordinator Tramm, as one of the District's Freedom of Information Act (FOIA) officers, reported on the increasing volume of requests received over the past three years, and provided an overview of how requests are handled and fulfilled by District staff. Ms. Tramm noted that typically multiple departments are called upon to search for responsive information; review and prepare materials; keep track of the response timeline that is typically five days; and to prepare and submit the response to the requester. Ms. Tramm pointed out that during calendar year 2018, the pace had further accelerated with 37 requests already received, which will mean the volume will surpass any previous year. Ms. Tramm noted that the District's legal counsel Hodges Loizzi assists in providing advice on the multiple confidentiality laws and FOIA exemptions and requirements; reviews and redacts documents for public disclosure; and helps in drafting letters citing to the appropriate exemptions. Ms. Tramm noted that legal counsel's gross fees and expenses for FOIA work over the same period reflect the varying volume and complexity of requests. Mr. Loizzi confirmed that Hodges Loizzi had begun tracking its billing related to each numbered FOIA request separately, rather than consolidating all FOIA-related work in one billing category.

Ms. Tramm reported that the Board of Education receives a copy of every FOIA request within the reports for each regular meeting, which are publicly posted. She noted the District also maintains an internal log of all FOIA requests, along with copies of the response letter and materials provided. Looking outside of District 64, Ms. Tramm provided samples in her written report of the website practices used by other districts to publicly post requests and responses, and whether a calculation of time is included for each request. Upon discussion, the Board reached consensus that in the interests of full transparency to create a public log on the District 64 website to track individual FOIA requests received, provide an estimate of the hours of labor required to obtain the information, and associated legal fees.

RECOMMENDATION AND APPROVAL OF PERSONNEL REPORT

It was noted that the Board is relying upon the recommendation of the Superintendent and administration in their professional judgment as to the hiring of these individuals per Policy 2:130.

Kelly Hess - Employ as .72 Art Teacher at Emerson School effective August 24, 2018 - MA, Step 1 - \$42,319.44.

Laura Isard - Employ as .5 Early Childhood Teaching Assistant at Jefferson School effective August 28, 2018 - \$15.98 hourly.

Emily Kelly - Employ as Special Education Teaching Assistant at Emerson School effective August 16, 2018 - \$15.98 hourly.

Karolina Lucki - Employ as .5 Intervention Teacher at Franklin School and .2 C of C Teacher at Roosevelt School effective August 20, 2018 - BA+12, Step 1 - \$37,106.30.

Laura Papageorgiou - Employ as Special Education Teaching Assistant at Emerson School effective August 23, 2018 - \$15.98 hourly.

Debbie San Gabino - Employ as Special Education Teaching Assistant at Emerson School effective August 24, 2018 - \$15.98 hourly.

Vanessa Jeske - Change of Assignment from .94 C of C Language Arts Teacher at Lincoln School to 1.0 C of C Language Arts Teacher effective August 16, 2018 - MA, Step 2 - \$59,735.

Brianna Santowski - Resignation as Special Needs Teaching Assistant at Washington School effective August 21, 2018.

ACTION ITEM 18-08-4

It was moved by Board member Sotos and seconded by Board member Tiu 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, Ryles, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

CONSENT AGENDA

A. Bills, Payroll and Benefits

Payroll & Benefits

Fund	Fund Total
10 - Education Fund -----	\$ 466,287.98
20 - Operations and Maintenance Fund -----	\$ 238,493.03
40 - Transportation Fund -----	\$ -
50 - IMRF/FICA Fund -----	\$ 39,113.66
51 - SS/Medicare -----	\$ 30,329.27
80 - Tort Immunity Fund -----	\$ -
	Total: \$ 774,223.94

Checks Numbered: 14303 - 14306

Direct Deposit: 900140848 - 900141055

Bills

Fund	Fund Total
10 - Education Fund -----	\$ 2,231,876.79
20 - Operations and Maintenance Fund -----	\$ 692,824.20
30 - Debt Services -----	\$ 189,702.29
40 - Transportation Fund -----	\$ 76,498.80

50 - Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 538,398.64
61 - Capital Projects - 2017 Debt Certificates -----	\$ 1,980,331.58
80 - Tort Immunity Fund -----	\$ 407.50
90 - Fire Prevention and Safety Fund -----	\$ -
	Total: \$ 5,710,039.80

Checks Numbered: 129776-129850, 129853-129974

ACH's Numbered: 181900047-181900091, 181900103-181900163 Total: (\$ 5,710,039.80)

The Accounts Payable detailed list can be viewed on the District 64 website www.d64.org > Departments > Business Services.

B. Resolution #1209 of the Board of Education of Community Consolidated School District #64, Cook County, Illinois, Ascertaining the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed in Public Works of Said School District.

C. Resolution #1210 Regarding the School District to pay Certain Invoice Prior to Board Approval at the September 24, 2018 Regular Board Meeting.

ACTION ITEM 18-08-5

It was moved by Board member Tiu 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 for August 27, 2018, which includes: Bills, Payroll and Benefits; Approval of Resolution #1209 of the Board of Education of Community Consolidated School District #64, Cook County, Illinois, Ascertaining the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed in Public Works of Said School District; Approval of Resolution #1210 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the September 24, 2018 Regular Board Meeting; and the Destruction of Audio Closed Recordings (none).

Board members reached consensus to continue the current practice of indicating the added cost due to prevailing wage requirements for the District’s capital projects when presented to the Board for approval, in an effort to make the impact of the prevailing wage requirement better known to members of the community.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF MINUTES

ACTION ITEM 18-08-6

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 the minutes

from the Regular meeting on June 25, 2018; Regular Meeting on July 9, 2018; and Special meeting on August 7, 2018.

The votes were cast as follows:

AYES: Eggemann, Biagi, Borrelli, Ryles, Sanchez

NAYS: None.

PRESENT: Tiu, Sotos

ABSENT: None.

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reviewed the upcoming meeting agenda drafts, noting items that would be added or moved based on tonight's meeting. Board members discussed the timing of reports to be presented on safety and security; the progress on the formation of the two new Board committees for Special Education and the School Resource Officer (SRO) pilot program; and the District's legal fees. Dr. Heinz also reviewed the FOIA requests received, and then provided an update on the recent meeting of the Traffic Safety Committee. Dr. Heinz noted that minutes from the Board Policy Committee were provided in the written report.

With the school board election coming up in April 2019, Dr. Heinz reported that the District would again schedule an ABC's of School Board Service informational coffee and conversation event for local residents who may be interested in contemplating Board service now or in the future. She noted that past Board members are invited to attend along with representatives from the current Board. Board President Borrelli polled Board members' availability for several proposed dates; the consensus was to conduct the session on Wednesday, September 26, 2018 at 6:30 p.m. Due to the interest of multiple current Board members to attend, the session will be posted as a special meeting.

Board members expressed support for continuing to provide families with information about vaping, which is an expanding problem in the community and nationwide among adolescents and teens.

ADJOURNMENT

At 10:30 p.m., it was moved by Board member Tiu and seconded by Board member Biagi to adjourn.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

President

Secretary