

Inspire every child to



Meeting of the Board of Education Park Ridge – Niles School District 64

Special Board Meeting Agenda
Thursday, November 29, 2018
Jefferson School – Multipurpose Room
8200 Greendale Avenue
Niles, IL 60714

On some occasions the order of business may be adjusted as the meeting progresses to accommodate Board members' schedules, the length of session, breaks and other needs.

TIME

APPENDIX

- 6:00 p.m. **Meeting of the Board Convenes**
- Roll Call
 - Opening Remarks from President of the Board

Pledge of Allegiance

Public Comments

**Discussion Regarding Applications for Board of Education Vacancy
and Appointment Process Next Steps**
--Board President

A-1

Adjournment

Next Regular
Meeting:

Monday, December 10, 2018
Closed Session Meeting – 5:30 p.m.
Regular Board Meeting – 6:00 p.m.
Jefferson School – Multipurpose Room
8200 Greendale Avenue
Niles, IL 60714

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting, so we can make every effort to accommodate you or provide for any special needs.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: November 29, 2018
Re: Discussion Regarding Applications for Board of Education Vacancy and Appointment Process Next Steps

The Board of Education announced on November 16, 2018 that the resignation of Board member Eastman Tiu had been received on November 15. (Attachment 1)

According to [Board Policy 2:70](#) (Attachment 2), the Board is required to appoint a replacement to serve until the new Board is seated following the April 2, 2019 municipal election. Per that policy, I immediately notified Dr. Bruce Brown, director of the North Cook Intermediate Service Center (NCISC), of the resignation. Dr. Brown verified in writing that the District has 45 days to fill the vacancy, which he stated would be December 30, 2018. I also notified the Cook County Clerk's office of the availability of a two-year term for the April 2 election.

On November 16, District 64 publicly notified the community and news media that a vacancy had been created by Board member Tiu's resignation, and distributed a call for candidates along with information on how to apply for appointment to this interim position. (Attachment 3) A [webpage about the vacancy](#) also was created on the D64 website.

The call for candidates noted that the Board would not accept applications from individuals who intend to run for election to the District 64 Board of Education on April 2, 2019 for the three, four-year terms previously known or the newly available two-year term created by the resignation of Board member Tiu.

The Board announced that the deadline for receipt of applications would be noon on Thursday, November 29, 2018. Application materials received up to the deadline will be provided to the Board at or before the start of the meeting.

Appointment of New Board Member

At the November 29 meeting, the Board will review the applications received and discuss appointment process next steps. According to Policy 2:70: "After reviewing the applications, the Board *may* invite the prospective candidates for personal interviews to be conducted during duly scheduled open meetings." The date of any such potential meetings has not been set, but may be the week of December 3, if the Board desires such interviews.

The Board indicated in its November 16 announcement its desire to officially appoint a replacement at the upcoming December 10 regular Board meeting, which would meet the 45-day time requirement.

November 15, 2018

RE: Resignation from CCSD 64 School Board

Mr. Sotos, Dr. Borelli, and Dr. Heinz,

It is with regret that I tender my resignation from my elected position as a School Board Member of CCSD64, effective immediately. I have taken on additional responsibilities at work, and I cannot dedicate the time to do the job that D64 deserves. I have valued my time as a board member and have enjoyed my time serving with you.

Respectfully,

A solid black rectangular redaction box covering the signature of Eastman Tiu.

Eastman Tiu

School Board

2:70 Vacancies on the School Board - Filling Vacancies

Vacancy

Elective office of a School Board member becomes vacant before the term's expiration when any of the following occurs:

1. Death of the incumbent,
2. Resignation in writing filed with the Secretary of the Board,
3. Legal disability,
4. Conviction of a felony, bribery, perjury, or other infamous crime or of any offense involving a violation of official oath or of a violent crime against a child,
5. Removal from office,
6. The decision of a competent tribunal declaring his or her election void,
7. Ceasing to be an inhabitant of the District or a particular area from which he or she was elected, if the residential requirements contained in the School Code are violated,
8. An illegal conflict of interest, or
9. Acceptance of a second public office that is incompatible with Board membership.

Filling Vacancies

Whenever a vacancy occurs, the remaining members shall notify the Regional Superintendent of Schools of that vacancy within five days after its occurrence and shall fill the vacancy until the next regular board election, at which election a successor shall be elected to serve the remainder of the unexpired term. However, if the vacancy occurs with less than 868 days remaining in the term or less than 88 days before the next regularly scheduled election, the person so appointed shall serve the remainder of the unexpired term, and no election to fill the vacancy shall be held. Members appointed by the remaining members of the Board to fill vacancies shall meet any residential requirements as specified in the School Code. The Board shall fill the vacancy within 45 days after it occurred by a public vote at a meeting of the Board.

Immediately following a vacancy on the Board, the Board will publicize it and accept résumés from District residents who are interested in filling the vacancy. After reviewing the applications, the Board may invite the prospective candidates for personal interviews to be conducted during duly scheduled open meetings. The candidate deliberation will occur in open or closed session at the discretion of the Board.

LEGAL REF.:

[105 ILCS 5/10-10](#) and [5/10-11](#).

CROSS REF.: 2:40 (Board Member Qualifications), 2:60 (Board Member Removal From Office), 2:120 (Board Member Development)

ADOPTED: October 27, 1997

REVISED: August 24, 1998, December 13, 1999, October 23, 2000, November 13, 2006, April 4, 2011, June 9, 2014, September 18, 2017

Park Ridge-Niles School District 64

November 16, 2018

Park Ridge-Niles School District 64
Board of Education Vacancy of Eastman Tiu - November 2018
Applicant Qualifications & Instructions
for Interim Appointment

Qualifications

A candidate must meet the legal qualifications set forth in [Board Policy 2:40](#).

Timeline

The interim appointment will be made in conformance with state law as found in [Board Policy 2:70](#).

The term of office will be from the date of appointment to the special reorganizational meeting when the new Board is seated following the April 2, 2019 municipal election.

The Board expects to review applications at a special Board meeting on Thursday, November 29, 2018. According to Board Policy 2:70, “*After reviewing the applications, the Board **may** invite the prospective candidates for personal interviews to be conducted during duly scheduled open meetings.*” The date of any such potential meetings has not been set, but may be the week of December 3 if the Board desires such interviews.

The Board desires to make its appointment at the December 10, 2018 regular meeting, which is within the 45-day timeframe required by law.

Applications

The Board will **not accept** applications from individuals who intend to run for election to the District 64 Board of Education on April 2, 2019 for the three, four-year terms previously known or the newly available two-year term created by the resignation of member Eastman Tiu.

Applicants should show familiarity with the Board’s policies regarding general duties and responsibilities of the Board and a Board member, including fiduciary responsibilities, conflict of interest, ethics and gift ban to name a few. Information about Board duties and policies are available on the District 64 website at: www.d64.org > Board of Education. The [menu tab for Board Election 2019](#) although related to the April 2 election, also contains information on Board service that would be helpful for candidates interested in this interim appointment.

Applications must be received at the address below NO LATER THAN 12 NOON on Thursday, November 29, 2018. Please direct questions to Board President Anthony Borrelli, aborrelli@d64board.org.

Applications should be written, and mailed or delivered to:

Board President Anthony Borrelli
Park Ridge-Niles School District 64
164 S. Prospect Ave.
Park Ridge, IL 60068

The application must include:

- Full name and contact information (home address, cell number and email address)
- A letter of interest summarizing: why you would like to serve as an interim member of the District 64 Board of Education; the skills you would bring to the Board; and previous relevant community or non-profit experiences.
- A resume.