

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**

**Minutes of the Regular Meeting held at 7:30 p.m.  
October 25, 2010  
Washington School - LRC  
1500 Stewart Avenue**

Board President John Heyde called the meeting to order at 6:32 p.m. Other Board members present were: Pat Fioretto, Sharon Lawson, Ted Smart, Genie Taddeo, Eric Uhlig and Scott Zimmerman. Also present were: Superintendent Philip Bender, Business Manager Becky Allard, Public Information Coordinator Bernadette Tramm, Washington School Principal Kim Nasshan, Assistant Principal Dan Ophus, and two members of the public.

The meeting began with a facility review that included a walk-through of many classrooms on the first and second floors as well as the lower level computer lab, offices and warehouse space. The group returned to the Learning Resource Center at 7:25 p.m.

The meeting was briefly recessed prior to reconvening for the regular meeting agenda at 7:32 p.m.

Assistant Superintendents Diane Betts and Dr. Sandra Stringer, Dr. Kathy Nelson and Dr. Lynne Farmer were also present for the regular meeting, along with additional members of the public.

**PUBLIC COMMENTS**

Public Comments

There were no public comments.

**APPROVE ARCHITECT AUTHORITY TO  
PROCEED WITH 2011 SUMMER  
CONSTRUCTION PROJECTS**

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CONSTRUCTION PROJECTS**

Ms. Allard responded to the Board's request during the October 12, 2010 Board meeting for additional information on four proposed construction projects for summer 2011. The projects involve drainage and asphalt work at Emerson Middle School, Jefferson School, Franklin School and Carpenter School.

Ms. Taddeo had asked for information on how funds were distributed from the referendum when Emerson Middle School was built. Ms. Allard reported that \$1,964,044 was available for capital improvement projects. Life safety work was performed during 2007 and 2008 using those funds.

Mr. Uhlig had requested information about the District's ability to borrow money for capital improvements. Ms. Allard presented a spreadsheet, provided by William Blair, demonstrating the borrowing of \$6 million over 3.5 years at 1.99% interest. This was for information purposes only.

Ms. Lawson had asked about a facility master plan. At Ms. Allard's request, FGM Architects prepared a master facility planning process document, at no cost, for District 64, which was shared with the Board.

An RFP for selecting an architectural firm for District 64 services is being reviewed by legal counsel. Once a new Director of Buildings and Grounds is hired, he or she will be responsible to review the RFP and interview architectural firm candidates, as well as prepare bid documents for the summer construction projects.

Green Associates will be asked to design bid specifications. The work must be coordinated with the cities of Park Ridge and Niles. The tentative timeline is to prepare bids for summer projects in January or February 2011, with Board approval in March so work can begin on time during the summer.

The District is still awaiting word from the FAA whether Carpenter School is approved for noise abatement work. An FAA meeting is scheduled for October 27, 2010, but District 64 was not invited to attend.

Ms. Allard explained the scope of the proposed projects. In the case of Emerson and Jefferson drainage and asphalt issues, she stated why it makes sense to do both at the same time since the schools are adjacent to each other. Ms. Allard also explained the costs of temporary patch work and why the proposed work is necessary for safety reasons. Green Associates must sign off on the construction documents, but a civil engineering firm would do the majority of the work. District 64 has control over which civil engineer firm is selected.

If the Board approves these proposed summer 2011 projects, other projects will be postponed and rescheduled for subsequent summers.

A master facility plan will be discussed at the time an architectural firm is recommended. Before the Board would consider borrowing \$6 million, a master plan for facilities must be in place to determine what that money would be spent on.

The Board discussed whether to approve all four projects now or to approve Emerson, Jefferson and Franklin School work while waiting to hear from the FAA about Carpenter's noise abatement.

**ACTION ITEM 10-10-3**

Action Item 10-10-3

It was moved by Board Member Zimmerman and seconded by Board Member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve, as amended, Architect authority to proceed with Jefferson, Emerson and Franklin 2011 Summer Construction Projects. The Carpenter School project is contingent on FAA abatement approval. The votes were cast as follows:

AYES: Zimmerman, Uhlig, Taddeo, Heyde, Fioretto, Lawson, Smart

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**APPROVAL OF REVISED FLEXIBLE BENEFIT  
PLAN DOCUMENT**

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The Board received a draft copy of the Flexible Benefits Plan document at the September 27, 2010 Board meeting, and requested that the document be reviewed by legal counsel. Some changes were made by legal counsel. An edited copy and a final copy were distributed to the Board on October 25, 2010.

As of October 25, 2010, the PREA had not seen the final copy yet. Ms. Allard clarified information about the grace period for claims.

**ACTION ITEM 10-10-4**

Action Item 10-10-4

It was moved by Board Member Taddeo and seconded by Board Member Smart that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt the revised Flexible Benefit Plan 2011 Document. The votes were cast as follows:

AYES: Smart, Lawson, Fioretto, Heyde, Taddeo, Uhlig, Zimmerman

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

## **SUMMER INTERIM SESSION 2010**

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Diane Betts reported that the 2010 summer school went smoothly, with no significant changes in enrollment or finances. Enrollment was down by 35 students overall from the 2009 all time high of 853, with 818 total students enrolled. More students were enrolled at Franklin in the grades K-3 program than at Emerson for grades 4-7. Enrichment classes continue to have the highest enrollment.

The goal of summer school is to break even financially and be self-sustaining. There was a \$3,102 positive balance for 2010 summer school. This was attributed to fewer refunds and keeping supply expenses in check.

The main costs for the program are salaries for teachers and teacher assistants. Ms. Betts predicted that salary costs would increase for 2011 summer school, based on the 2.5 percent increase in salaries per the teacher contract.

Ms. Betts noted changes for next year. If the Board approves construction projects at Franklin and Emerson Schools for summer 2011, summer school would be moved to Washington and Lincoln. In addition, a new financial data system may be used for registration and payment for summer school.

Ms. Betts will bring recommendations for 2011 summer school back to the Board at the December 13, 2010 Board meeting for approval.

## **MARCH 2010 ISAT (ILLINOIS STANDARDS ACHIEVEMENT TEST) REPORT**

## **MARCH 2010 ISAT (ILLINOIS STANDARDS ACHIEVEMENT TEST) REPORT**

Ms. Betts presented background and data about the ISAT test administered in March 2010 to students in grades 3-8, and AYP (Adequate Yearly Progress). A very high percentage of our students continue to meet or exceed Illinois State Standards. As expected, our students exceed state averages in every subject and at every grade level.

The overall combined score for students who scored in the “meets or exceeds” category was 93.7%; in math the combined score was 94.7%; in reading the combined score was 92.8%; and in science the combined score was 93.6%.

Scores remain high and relatively stable in math and science. There was a small increase in reading scores. The overall combined “meets or exceeds” score has remained stable over time.

The number of students in the “exceeds” category was higher in reading and math at most grade levels. Ms. Betts said the progress in reading may be attributed to the use of data for more differentiated instruction and the RtI implementation. Fifty percent of our 8<sup>th</sup> grade students are ready for Algebra 2 when they enter high school.

Ms. Betts explained the process for determination of AYP to the Board. For the first time, District 64 did not make AYP based on students with an IEP subgroup in math. The state target was 77.5% of all students scoring in the combined “meets or exceeds” category on both math and reading; District 64’s score was 72.1%, which also fell short of the Safe Harbor target.

Ms. Betts predicted that more districts like District 64 with high overall performance on the ISAT will also have one or more subgroups that do not meet the target and therefore do not meet AYP as a district either. The AYP target increases by 7.5% annually, so that by 2014, 100% of all students are expected to meet or exceed standards.

All District 64 schools except one met AYP. Because the number of students reported in the IEP subgroup was inaccurately transferred into the state data system, Franklin School did not meet AYP. If the correct number had been reported, Franklin would have made AYP.

ISAT data will be analyzed at many levels by teachers, principals and curriculum specialists to help with continuous improvement efforts. Ms. Betts and Dr. Farmer are meeting with principals and Quality Improvement Teams to review five years of data to look for areas where further improvement is needed. This process of using data to improve instruction will move the District forward.

The reauthorization of No Child Left Behind (NCLB) began two years ago and is still pending. Depending upon what happens with NCLB, there may be changes to AYP standards.

The Board and Ms. Betts discussed consequences of missing AYP and why writing scores are lower than math, reading and science.

#### **FINANCIAL UPDATE FOR THE PERIOD ENDING SEPTEMBER 30, 2010**

#### **FINANCIAL UPDATE FOR THE PERIOD ENDING SEPTEMBER 30, 2010**

Ms. Allard reported on the District’s financial position as of September 30, 2010, which was the end of the first quarter. Because of the new Skyward financial software, Ms. Allard was able to break down types of revenue received and expenses incurred for the Board.

Expenses were slightly higher due to workers compensation premiums. In the future, reports will be available on a monthly basis.

The fund balance for the period ending September 30, 2010 was 33.51%. It is typical at this time of year for expenses to exceed revenue because of delays in property tax collections. District 64 has adequate cash reserves to meet its financial obligations without borrowing because of the 2007 referendum. Property tax bills will be mailed out in the next several weeks and due in December. The 2010 first installment of taxes has been delayed until April 1, 2011.

Also as of September 30<sup>th</sup>, the Illinois State Board of Education owed District 64 \$1,838,165.04. The District is also awaiting receipt of \$5,275,008.31 from the FAA for work completed at Roosevelt and Washington Schools.

The Maine Township Treasurer has \$15.3 million invested on behalf of District 64, with \$5.3 million in the Education fund and \$10 million in the Working Cash Fund. The Treasurer also has \$8,831,203.61 invested in money market funds.

The Board appreciated the level of detail in the report. Although expenses exceeded revenue in the first quarter, Ms. Allard remains confident in the overall bottom line.

**FIRST READING OF: POLICY ISSUE 72, JULY 2010 (OMITTING 6:130); POLICY ISSUE 73, AUGUST 2010 AND POLICY 7:60**

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Dr. Bender explained the process of reviewing policies. First, a District level group of administrators and ESC staff review policies and make suggestions for changes. Then the Board Policy Committee reviews them further and makes recommendations to the Board. Dr. Bender reminded the Board that many of the policies are written for the K-12 environment. Some language must be adjusted for a K-8 district like ours.

Dr. Bender noted the policy regarding Board officers, specifically a Treasurer. Ms. Taddeo stated the policy on bullying was reworked several years ago and written locally, not by the policy service.

The Policy Issues will be brought back for approval at the next Board meeting in November.

## CONSENT AGENDA

Consent Agenda

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### A. PERSONNEL REPORT

The Personnel Report contains private information. Please contact Sandra Stringer, Assistant Superintendent for Human Resources, if more information is needed.

### B. APPROVAL OF BILLS

#### Bills

10 - Education Fund-----	\$ 456,155.37
20- Operation, Building and Maintenance Fund -----	100,579.51
30 – Debt Services -----	-
40 - Transportation Fund -----	110,042.85
60 - Site and Construction Fund -----	-
80 –Tort Immunity Fund -----	(4,250.30)
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 101443 - 101605

Total: \$ 662,527.43

### C. DESTRUCTION OF AUDIO CLOSED MINUTES

#### ACTION ITEM – 10-10-5

Action Item – 10-10-5

It was moved by Board member Fioretto and seconded by Board member Taddeo that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of October 25, 2010, which includes the Personnel Report, Bills and Destruction of Audio Closed Minutes. The votes were cast as follows:

AYES: Zimmerman, Uhlig, Taddeo, Heyde, Fioretto, Lawson, Smart

NAYS: None

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PRESENT: None

ABSENT: None

The motion carried.

### APPROVAL OF MINUTES

Approval of Minutes

Action Item 10-10-6

### **ACTION ITEM 10-10-6**

It was moved by Board member Lawson and seconded by Board member Uhlig that the Board of Education of Community Consolidated School District 64 approve the Open and Closed minutes of October 25, 2010 and the Committee of the Whole: Finance minutes of October 25, 2010. The votes were cast as follows:

AYES: Smart, Lawson, Fioretto, Heyde, Taddeo, Uhlig, Zimmerman

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

### **OTHER ITEMS OF INFORMATION**

### **Other Items of Information**

Dr. Bender attended the first full Strategic Planning meeting last week. He will have more information on the progress of the Strategic Plan following an in-service day on November 2, 2010.

The Board began a discussion about non-District sponsored educational trips for students, and will continue the discussion at the November 15<sup>th</sup> Board of Education meeting. Some teachers may want to present information to the Board on this topic. In the meantime, administrators will research how many District 64 students typically travelled to Washington D.C. in past years, and will also contact other districts that still sponsor educational trips to inquire about the number of students who participate.

The Board was provided memos of information about insurance pooling, the middle school lunch debit system, and the merger of Ahlbeck & Company.

Board members Uhlig and Smart updated the Board on their positive experiences during a school visit to Washington School.

### **ADJOURNMENT**

### **Adjournment**

At 9:24 p.m., it was moved by Board Member Heyde to convene to a Committee of the Whole: Finance.

Immediately following the conclusion of the Committee of the Whole meeting at 9:55 p.m., upon motion of Ms. Lawson and second of Ms. Taddeo, the Board adjourned to closed session not to return to any further action in open session to discuss the performance of specific individuals. The motion to adjourn to closed session was approved unanimously by voice vote.

The regular meeting was adjourned at 9:56 p.m.



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President

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Secretary