

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

**Minutes of the Regular Meeting held at 7:30 p.m.
December 13, 2010
Raymond Hendee Educational Service Center
164 S. Prospect Avenue**

Board President John Heyde called the meeting to order at 7:20 p.m. Other Board Members present were Pat Fioretto, Eric Uhlig, Genie Taddeo, Ted Smart, Scott Zimmerman and Sharon Lawson. Also present were Superintendent Philip Bender, Assistant Superintendents Dr. Sandra Stringer and Diane Betts, Business Manager Becky Allard, Dr. Lynne Farmer, Terri Bresnahan and Bernadette Tramm.

At 7:20 p.m., the Board convened for the Public Hearing on the Tax Levy. District 64 is asking to increase the 2010 tax levy by 4.99 percent over the 2009 tax extension. While the Board is not required to hold a Public Hearing unless the levy exceeds five percent, it opted to hold a Public Hearing to be more transparent with the public.

Ms. Allard said residents have had many questions about increases on their property tax bills caused primarily by an increase in the multiplier and the phase out of the homeowner's exemption.

PUBLIC COMMENTS ON TAX LEVY

Public Comments on
Tax Levy

Mr. Kelly Yunker of 803 S. Crescent Avenue, Park Ridge, addressed the Board, stating his concern that property tax increases are due primarily to teachers' salaries. He asked the Board to consider cutting costs and deferring expenditures before approving an increase in the property tax levy.

Ms. Colleen Straka of Park Ridge stated her concern about teachers' salaries, pensions and schedules. She asked the Board to delay things and/or do them more efficiently in order to avoid a tax levy increase.

Mr. Heyde said the Board is very aware that the levy affects residents. The Board is asking to increase the levy by the rate of inflation, which is expected to be approximately 2.7% this year. It is customary for the Board to ask for more than the anticipated levy in order to capture any new property. The money raised by the levy goes to all District 64 operations. School districts are, by nature, people-heavy operations.

While the teachers' contract is not perfect, it pays a fair amount to most teachers, with increases in line with the rate of inflation. The District has looked at ways to save costs by trying to do more with less and accepting recommendations from the Community Finance Committee about professional services fees, bus transportation, supply and equipment vendors, etc. The Board has an obligation

to be good stewards of the District's money and does not want to resort to staff layoffs, so it levies carefully.

At 7:44 p.m., a motion was made by Sharon Lawson and seconded by Eric Uhlig to adjourn from the Public Hearing on the Levy and resume a regular meeting.

**APPOINTMENT OF DIRECTOR OF
FACILITY MANAGEMENT**

Appointment of Director
of Facility Management

Dr. Bender explained that the role of the Director of Buildings and Grounds was expanded and will now become the Director of Facility Management. He asked the Board to approve the appointment of Mr. Scott Mackall as the new Director of Facility Management. Mr. Mackall has experience with custodial maintenance as well as construction management, and has affiliations with the Illinois Association of School Business Officials (IASBO). He currently works in Lincolnshire School District 103.

ACTION ITEM 10-12-1

Action Item 10-12-1

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 the appointment of Scott Mackall as the Director of Facility Management beginning January 18, 2011 through June 30, 2011. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

FACILITIES REVIEW

Facilities Review

Dr. Bender presented information on the process and timeline for a facilities review. The first step was to hire a new Director of Facility Management. Next steps are to get an RFQ for an architectural firm that will help the District with identification and prioritization of short-term and long-term facilities planning, including life safety issues. Administration will bring back a recommendation to the Board on an architectural firm.

The heating system at Carpenter School is an immediate issue because of the cold weather. That building has two-65 year old steam boilers that are no longer manufactured. Johnson Controls looked at Carpenter's HVAC system and recommended a new hot water boiler and piping, which would require extensive engineering. The custodians have been proactive, working diligently to get the

building ready for Mondays, when it typically takes a long time to warm up the building after the weekend.

Dr. Bender said all options for repairs or renovations need to be brainstormed and considered, being careful not to simply react, but to prioritize. Mr. Mackall is experienced in many aspects of facilities management, which will help greatly. He will work on training the lead custodians in the schools to learn their HVAC systems and be more in tune with the weather in preparation for occupancy by students and staff.

If the boiler at Carpenter is to be replaced, the Board will need to make its decision about that by early February so the heating units can be pre-ordered and installed during summer 2011. An estimate from three years ago approximated costs at \$1.3 million. Air conditioning might have to be installed separately in summer 2012.

At no cost to the District, the school calendar could be modified for a later start date in August/September which would alleviate some of the problems with excessive heat in the classrooms during the warmer months.

Administration will try to find results (by school) of the calendar survey from three years ago. At that time, parents believed it was more important to align District 64's calendar with District 207 so the District 64 calendar was not changed. The Board was interested in seeing Carpenter School's specific survey results. The Board will need to make a decision soon about the HVAC system at Carpenter, in consideration of the full list of other facility projects and how to prioritize and fund them.

PUBLIC COMMENTS ON CARPENTER SCHOOL

Public Comments on
Carpenter School

Ms. Straka stated that if the heat breaks down in the winter, it will cost the District money to repair. She is open to alternative solutions for excessive heat during the warm months, such as window air conditioning units, but urged the Board to move forward with the project. She looks forward to the short-term and long-term facility planning by the District.

Dr. Bender said the architectural firm selected by the District will look at all possible solutions. The entire HVAC system at Carpenter must be evaluated first. The Board will review the evaluation and make a decision whether to go out to bid for replacement of the system or not.

PUBLIC COMMENTS ON OTHER ITEMS NOT ON THE AGENDA

Public Comments on Other
Items Not on the Agenda

There were no public comments.

AUDIT REPORT FY10

Audit Report FY10

Ms. Allard reported on the management letter and auditor's report as of June 30, 2010. There are three categories of deficiencies: a control deficiency, significant deficiency and material weakness. District 64 did not have any control deficiencies; two of the four significant deficiencies will most likely go away because of the new Skyward software; one material weakness applies to most school districts in Illinois, and the other will stand because it involves an increase in staffing.

Mr. Brian Imhoff, the audit manager with Baker Tilly Virchow Krause commented on the District's financial statements, noting the District received an unqualified or "clean" opinion. District 64 had a good year with an overall operating surplus and a fund balance of approximately 37 percent. Mr. Imhoff said this can be attributed to good planning by the District. Compared with last year, there were no new findings in the management letter and some items were eliminated. Mr. Imhoff and Ms. Allard answered Board members' questions.

STRATEGIC PLAN PROGRESS REPORT

Strategic Plan Progress
Report

Bernadette Tramm presented the first formal report on the progress of the Strategic Plan implementation. In May 2010, the Board approved the 2010-11 implementation plan, which includes activity on 20 of the 26 Action Plans. Ms. Tramm's report included a status update on three of the strategies: Accelerating the Advanced Use of Technology, Building a Model for Personal Student Goals, and Expectations for Student Learning and Instructional Practices. Approximately 400 staff are engaged in Strategic Plan work related to the nine action plans.

Ms. Tramm acknowledged the tremendous effort by leaders Terry Bresnahan, Tim Gleason and Diane Betts. A written report for the Board detailed specific steps that were achieved during staff development Wednesdays, building meetings and a portion of the November 2nd Institute Day.

After winter break, work will begin on additional Action Plans. Moving forward, the ESC Administrative Team will schedule more sessions to review progress and develop a budget for the 2011-12 school year. At the February 14, 2011 Board meeting, the Board will be asked to release funds for technology expenditures (within budget) that were previously approved in May 2010. A more complete report on plans for the following year will be presented then.

Ms. Tramm said it is important to remember that the Strategic Plan is a five-year plan; everything cannot be done in the first year. There have been major leadership transitions with personnel at the district and building levels. Staff needs time to digest these changes and new personnel need time to get comfortable with the Plan. In addition, there are many other initiatives that

require teacher and administrative time occurring simultaneously with the Strategic Plan implementation.

Some Action Plans may need to be renumbered or regrouped. The Board will receive updated Action Plans when that occurs or if the implementation timeline changes. The next scheduled report to the board is in April 2011, and will include recommendations for the following year. Updates on the Strategic Plan will be shared with parents and the public via the District's web site, in publications and through PTO's.

**PRESENTATION AND APPROVAL OF
SUMMER INTERIM SESSION 2011
DATES & FEES**

Presentation and Approval of
Summer Interim Session 2011
Dates & Fees

Diane Betts, Assistant Superintendent for Student Learning, presented recommendations for the 2011 Summer Interim Session. The recommendations included locating summer school for students completing grades K-3 at Washington School and for students completing grades 4-7 at Lincoln Middle School in order to accommodate facilities work at Franklin and Emerson. There will be 2-14 day sessions. A \$5.00 per class fee increase was recommended because of staff salaries and to pay for crossing guards in Park Ridge and Niles during summer school. Bus fees would remain the same at \$85.00 per student.

Originally, it was thought the new Skyward software would allow for online payment of summer school fees, but it is unable to track out-of-district student enrollment. Instead, the current system of a paper brochure with payments by check or credit card will be accepted. The goal of the summer interim session is to be self-sustaining, not to make money.

ACTION ITEM 10-12-2

Action Item 10-12-2

It was moved by Board member Fioretto and seconded by Board member Uhlig that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the recommendation of dates, fees and location for the 2011 Summer Interim Session. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**ADOPTION OF FINAL LEVY RESOLUTION
AND RESOLUTION FOR THE
REDUCTION OF CERTAIN FUND LEVIES**

Adoption of Final Levy
Resolution and Resolution
for the Reduction of
Certain Fund Levies

Ms. Allard presented the proposed resolution for the tax levy for 2010, which asks for a 4.99 percent increase over the previous year's extension. The final levy won't be known until September or October 2011. There was no further discussion by the Board.

ACTION ITEM 10-12-3

Action Item 10-12-3

It was moved by Board member Lawson and seconded by Board member Taddeo that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt the attached Resolution #1062 Providing For a Levy of Taxes for the Year 2010 and Resolution #1063 Authorizing Reduction of Certain Fund Levies for the 2010 Levy Year. These resolutions and supporting documentation will be filed with the Cook County Clerk's office. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**AUTHORIZATION TO PAY 2009 JEFFERSON
SCHOOL TAX BILL**

Authorization to Pay 2009
Jefferson School Tax Bill

Child Care With Confidence (CCWC) leases space from District 64 at Jefferson School and serves approximately 70 children per year. Although Jefferson School is a tax-exempt property, taxes are due for the portion used by CCWC. A certificate of error tax bill for 2009 was reduced from \$119,043.40 to \$7197.25, payable December 13, 2010. CCWC is expected to receive additional tax bills from Cook County in order to recapture taxes due on their portion of the property for the past seven years and also moving forward.

Ms. Allard did not believe CCWC had much in cash reserves to pay the taxes. The Board discussed at length whether to pay the amount due December 13, 2010 and whether the Board would be liable for back taxes should the lease between CCWC and District 64 be terminated or if CCWC goes bankrupt. CCWC pays District 64 \$30,000 per year to lease its space.

Child Care with Confidence can negotiate to reduce its back taxes. If they increase fees to parents in order to stay afloat, they may lose clients. It is believed that children from seven of the 40 families in their care are District 64 employees.

The District's legal counsel was consulted on this matter and drafted a letter to CCWC regarding taxes due. Legal counsel will be consulted again about sending a notice of termination to CCWC if taxes are unpaid. Ms. Allard will keep the Board apprised of CCWC's response to the letter.

ACTION ITEM 10-12-4

Action Item 10-12-4

It was moved by Board member Uhlig and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, after recommendation by legal counsel, approve the amended recommendation that School District 64 pay the certificate of error tax bill for 2009 in the amount of \$7,197.25 by December 13th. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**AUTHORIZATION TO BILL CHILD CARE
WITH CONFIDENCE THEIR PROPORTIONATE
SHARE OF THE TAX BILL**

Authorization to Bill Child Care
with Confidence their Proportionate
Share of the Tax Bill

ACTION ITEM 10-12-5

Action Item 10-12-5

It was moved by Board member Sharon Lawson and seconded by Board member Pat Fioretto the authorization to bill Child Care with Confidence their Proportionate Share of the tax bill \$7,197.25 by March 31, 2011. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

CONSENT AGENDA

Consent Agenda

A. PERSONNEL REPORT

The Personnel Report contains personal information. Please contact Assistant Superintendent for Human Resources Dr. Sandra Stringer if additional information is needed.

B. APPROVAL OF BILLS and PAYROLL

Bills

10 - Education Fund-----	\$ 947,845.40
20 - Operation, Building and Maintenance Fund -----	773,351.61
30 - Debt Services -----	428.00
40 - Transportation Fund -----	168,905.52
60 - Site and Construction Fund -----	-
80 - Tort Immunity Fund -----	14,676.23
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 1018866 - 102177

Total: \$1,905,206.76

Payroll for Month of November, 2010

10 - Education Fund -----	\$3,098,847.94
20 - Operation, Building and Maintenance Fund -----	189,949.54
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	147,250.82
80 - Tort Immunity -----	-

Checks Numbered: 121995 – 122507

Direct Deposit: 152089 - 153387

Total \$3,436,048.30

C. APPROVAL OF AMENDED 2010-11 CALENDAR

D. APPROVAL OF POLICIES 5:35, 5:240, 5:290 AND 5:310

E. ACCEPTANCE OF AUDIT FY10

F. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING
NOVEMBER 30, 2010

G. RESOLUTION #1064 AUTHORIZING THE EXECUTION OF AN
INTERGOVERNMENTAL AGREEMENT RELATING TO THE O'HARE NOISE
COMPATIBILITY COMMISSION

H. DESTRUCTION OF AUDIO CLOSED MINUTES

ACTION ITEM 10-12-6

Action Item 10-12-6

It was moved by Board member Taddeo and seconded by Board member Uhlig that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of December 13, 2010, which includes the revised Personnel Report; Bills and Payroll; Approval of Amended 2010-11 Calendar, Approval of Policies 5:35, 5:240, 5:290 and 5:310; Acceptance of Audit FY10, Approval of Financial Update for the Period Ending November 30, 2010; Resolution #1064 Authorizing the Execution of an Intergovernmental Agreement Relating to the O'Hare Noise Compatibility Commission and Destruction of Audio Closed Minutes. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

APPROVAL OF MINUTES

Approval of Minutes

ACTION ITEM 10-12-7

Action Item 10-12-7

It was moved by Board member Zimmerman and seconded by Board member Taddeo that the Board of Education of Community Consolidated School District 64 approves the Open and Closed Minutes of November 15, 2010. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

OTHER ITEMS OF INFORMATION

Other Items of
Information

Dr. Bender commended District 64 staff for its contributions to the Park Ridge Community Fund. Information on non-sponsored educational trips was included in the Board packet, including a draft contract between parents and third-party vendors that sponsor the trips. The field trip policy will be reviewed in January, as will Policy 8:25 which relates to advertising and material distribution. Further advice is needed from legal counsel before finalizing changes to this policy.

Dr. Bender attended a special House Committee meeting on education reform. This agenda is being pushed forward by an education reform group. He will keep the Board apprised of further developments.

The filing period for Board of Education candidates opens December 13 until December 20, 2010. So far, four candidates to fill the four-year positions and three candidates for the two-year positions have filed.

Board members Scott Zimmerman and Pat Fioretto shared their experiences of their on-site school visit to Jefferson School on December 7th with other Board members. They were very impressed with staff and how technology such as SMART tables vs. SMART boards are used to accommodate students' special needs.

ADJOURNMENT

Adjournment

At 9:47 p.m., it was moved by Board Member Zimmerman and seconded by Board Member Taddeo to adjourn the meeting to closed session for the purpose of employment of a specific individual. The motion passed by consensus.

The regular meeting was adjourned at 9:48 p.m.

President

Secretary