

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

**Minutes of the Regular Meeting held at 7:30 p.m.
May 9, 2011
Roosevelt Elementary School – North Gym
1001 S. Fairview Avenue**

John Heyde called the meeting to order at 6:02 p.m. Other Board members present were Scott Zimmerman, Eric Uhlig, Pat Fioretto, Sharon Lawson, Dan Collins and Anthony Borrelli. Also present were Superintendent Philip Bender, Assistant Superintendents Diane Betts and Sandra Stringer, Business Manager Becky Allard, Director of EIS/RtI Lynne Farmer, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm and one member of the public.

The Board convened a Committee of the Whole: Finance at 6:02 p.m.

The Board adjourned from the Committee of the Whole: Finance 7:11 p.m. and resumed as a Regular Board meeting at 7:30 p.m.

PUBLIC COMMENTS

Public
Comments

Mrs. Katie Renali addressed the Board regarding her concerns about high student fees. She had looked at the list of textbooks online and had questions regarding the costs and necessity of certain materials. Mrs. Renali's questions will be discussed at a meeting of administrators scheduled for May 10th. She is interested in joining the Community Finance Committee. The Board said it welcomed her suggestions.

**APPROVAL OF IMPLEMENTATION
SCHEDULE AND BUDGET FOR
STRATEGIC PLAN 2011-12**

Approval of
Implementation
Schedule and
Budget for Strategic
Plan 2011-12

Bernadette Tramm provided background about the Strategic Plan and said each spring the Board considers implementation activities and a budget for the following year. Based on discussion and questions at the April 25, 2011 Board meeting, administration provided additional information about the recommendations. This information focused on:

- Current staff development approach
- Instructional coaching as a model for staff development and used in comparable districts
- Technology standards for students and staff
- Specifics about the operation of the instructional coaching pilot for technology

The District's current staff development approach is voluntary, relies on the initiative and interests of teachers, and is heavily weighted toward technology.

The focus of most professional growth workshops has been on technology and language arts (reading and writing). Teachers who take these workshops can earn professional growth credit, which allows them to advance on the salary schedule.

Ms. Tramm referenced an article by the National Staff Development Council, which stated that teachers need opportunities to learn, plan and practice what they learn in technology in order to benefit students.

Ms. Bresnahan did a detailed analysis of research that shows the traditional method of staff professional development is not as effective as peer coaching. Of 19 comparable districts, over 50% use an instructional coach model for professional development in areas such as technology, literacy and math.

District 64 will use the National Educational Technology Standards (NETS) going forward as guiding standards for students, teachers and administrators.

Ms. Tramm next addressed how the instructional coaching pilot for technology would operate in the 2011-12 school year. Evaluation of the program would be on the specific functions and services coaches provide rather than the coaching position itself. The roles of the coach would include co-teaching, modeling within the classroom, individual support with feedback, small group/grade level support, whole faculty professional development, and providing resources. The pilot would provide data about which services are most effective for meeting the District's professional development needs and which should continue.

Ms. Bresnahan provided the Board with a case illustration on the use of instructional coaches in Lake Forest.

District 64 has made significant investments in technology; this technology can only benefit students if teachers receive professional development on how to use it to the fullest potential. The use of instructional coaches in the pilot would ensure that professional development is job-embedded, collaborative and ongoing.

The recommended budget for all Strategic Plan activities for 2011-12 is \$325,990 including personnel for instructional coaches and supplies. The 2010-11 Strategic Plan budget will be under spent by almost \$100,000. Long-term financial projections include \$400,000 in new expenses each year for four years without impacting the long-range budget forecast or the Board's fund balance policy.

Following Ms. Tramm's presentation, the Board asked questions of a panel consisting of Ms. Betts, Mr. Gleason, Ms. Bresnahan and Ms. Tramm. A lengthy discussion between the Board and the panel included costs for supporting the Strategic Plan; pros and cons of hiring instructional coaches from within or outside District 64 staff; how professional growth credits are calculated; and further clarification on how and where instructional coaches would work best. Whether coaches are hired from within or outside, candidates must possess a strong instructional and technology background and interpersonal skills. The Board must consider the ongoing expenses of instructional coaches and equity among buildings. Dr. Bender said this discussion drives thinking creatively about all delivery methods in the District.

Results of a staff survey going out soon will help determine staff's professional development needs and the current level of technology competency.

The Board also inquired about other districts' use of instructional coaches short-term and long-term. Two benefits of instructional coaches are often increases in personal productivity and employee satisfaction. Panel members believe that having a support person in the building is critical. In addition, it is difficult to train teachers when they are expected to be in the classroom with students. It was suggested to halt purchasing more Smart Boards until staff is trained how to better use them.

The Board expressed concern about the costs of instructional coaches and asked the panel to consider how to scale back and/or offset some of those costs.

Ms. Alissa Jelke, a Park Ridge resident, asked if the Technologists could be given a stipend to take on the role of instructional coaches. Ms. Bresnahan explained the differences between the roles of Technologists and Instructional Coaches; the biggest difference is that Technologists are not certified (teaching) staff.

After further discussion about the proposed motion to approve the implementation schedule of activities and/or the budget, the Board directed the panel to revise its recommendations with a smaller price tag and present a few options for the Board, such as hiring coaches from among current staff, developing a plan that includes coaches training other coaches to save future expenses, and additional information about how the District would measure success of the instructional coach program.

The motion was not presented.

RECOMMENDATION OF FOREIGN LANGUAGE INSTRUCTIONAL MATERIALS

Recommendation of
Foreign Language
Instructional
Materials

Ms. Betts provided background on the curriculum review of the District's 7th and 8th grade foreign language program in Spanish. The two-year program in Spanish (or French) counts for high school credit.

The curriculum review normally coincides with the Maine Township Curriculum Council; i.e., Districts 62, 63, 64 and 207 collaborate so that any changes in curriculum or textbooks are agreed upon by all members.

Through the review process, it was determined that students needed a better understanding of culture and greater command of communication skills. Several textbooks were piloted by the various districts, but there was not a collective consensus about one textbook among them. District 64 piloted *Avancemos* along with Maine South High School.

Because High School District 207 recommended adoption of *Descubre*, District 64 started a second pilot of *Descubre*. Some pros and cons of the two textbooks were discussed.

The review committee recommended *Avancemos* for District 64's 7th and 8th grade Spanish students. In addition, it was recommended purchasing only enough textbooks to have class sets for use while in school vs. one for every student, and purchasing an online edition of the textbook for students to use at home for study and homework. This would result in savings of \$7,260.

Textbooks that were already purchased for the pilot will be sold back to the publishing company at a discounted price or sold to other school districts.

The Board will be asked to approve the recommendations at the May 23, 2011 Board of Education meeting.

**APPROVAL OF CARPENTER AUDITORIUM
DRAINAGE PROJECT**

Approval of
Carpenter
Auditorium
Drainage Project

Mr. Mackall presented information on bids and scope of work for the waterproofing and drainage project at Carpenter School Auditorium. The project covers everything short of taking out the auditorium floor and starting over. Work should be completed within six to eight weeks over the summer of 2011. Mr. Mackall expressed confidence that the work will solve the drainage problems in the auditorium.

ACTION ITEM 11-05-9

Action Item
11-05-9

It was moved by Board member Fioretto and seconded by Board member Borrelli that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Carpenter School Auditorium project for \$260,909. The votes were cast as follows:

AYES: Fioretto, Borrelli, Zimmerman, Heyde, Lawson, Uhlig, Collins

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**AWARD FRANKLIN EXTERIOR SITE
WORK PROJECT**

Award
Franklin
Exterior Site
Work Project

Referencing an architectural drawing, Mr. Mackall described the scope of the project for exterior site work at Franklin School, including a parking lot, fencing and water detention. The proposed project meets all codes for the City of Park Ridge and Metropolitan Water Reclamation District. Mr. Mackall explained the bids, including alternate proposals, to the Board.

ACTION ITEM 11-05-10

Action Item
11-05-10

It was moved by Board member Lawson and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Franklin School Exterior project for \$1,473,000. The votes were cast as follows:

AYES: Collins, Uhlig, Lawson, Heyde, Zimmerman, Borrelli, Fioretto

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**BID FOR FRANKLIN PLAYGROUND
EQUIPMENT**

Bid for
Franklin
Playground
Equipment

Mr. Mackall referenced a drawing as he explained plans for playground equipment at Franklin School. Students were asked what playground equipment they wanted. Some Board members expressed concerns about the equipment costs.

ACTION ITEM 11-05-11

Action Item
11-05-11

It was moved by Board member Zimmerman and seconded by Board member Uhlig that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Franklin School playground project for \$170,808. The votes were cast as follows:

AYES: Fioretto, Borrelli, Zimmerman, Heyde, Lawson, Uhlig, Collins

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

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

B. BILLS AND PAYROLL

Bills

It was moved by Board member Zimmerman and seconded by Board member Fioretto that the Board of Education of Community Consolidated School District 64 approve the Special Meeting Minutes of May 2, 2011 and Organizational Meeting Minutes of May 2, 2011. The votes were cast as follows:

AYES: Fioretto, Borrelli, Zimmerman, Heyde, Lawson, Uhlig, Collins

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

OTHER ITEMS OF INFORMATION

Other Items of Information

Dr. Bender highlighted minutes from a Safety Committee meeting. Park Ridge Police Officers at that meeting voiced serious concerns about the use of cell phones by adults during drop-off and pick-up times at the schools. Use of cell phones in a school zone is prohibited. The police will remind parents of this and then issue citations when necessary. Dr. Bender fully supports the police in this effort and is very concerned as well about the safety of students.

Mr. Heyde will review and resend the Board liaison and committee assignments to fellow Board members this week.

At 10:15 p.m., the Board began a tour of the Roosevelt School facility.

TOUR OF ROOSEVELT SCHOOL FACILITY

Tour of Roosevelt School Facility

The Board toured the primary wing to see the new carpet installed over Spring Break. They also visited a number of classrooms, with and without Smart Boards, and visited the Boiler room to see the newest fixtures associated with the HVAC from work done last summer from funds secured from the FAA.

ADJOURNMENT

Adjournment

At 11:00 p.m., it was moved by Board Member Lawson and seconded by Board Member Borrelli to adjourn the meeting. The motion passed by consensus.

President

Secretary