

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Meeting held at 7:30 p.m.  
August 22, 2011  
Raymond Hendee Educational Service Center  
164 S. Prospect Avenue**

Board President John Heyde called the meeting to order at 6:30 p.m. Other Board members in attendance were Scott Zimmerman, Dan Collins, Tony Borrelli, Pat Fioretto and Eric Uhlig. Board member Sharon Lawson participated by telephone. Also present were Superintendent Philip Bender, Assistant Superintendents Sandra Stringer and Diane Betts, Business Manager Becky Allard, Director of Technology Terri Bresnahan, Director of Pupil Services James Even, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm, teacher Andy Duerkop and five members of the community.

Board of Education meetings now are being videotaped and may be viewed in their full length from the District's website at:  
<http://www.d64.org/subsite/dist/page/board-education-meetings-984>

The Board convened a Committee-of-the-Whole: Finance at 6:31 p.m.

The Board adjourned from the Committee of the Whole: Finance at 7:25 p.m. and resumed as a Regular Board meeting at 7:33 p.m.

Those present at the regular meeting were Superintendent Philip Bender, Assistant Superintendents Diane Betts and Dr. Sandra Stringer, James Evan, Rebecca Allard, Scott Mackall, Terri Bresnahan and Bernadette Tramm.

Board member Sharon Lawson joined the meeting via telephone.

**PUBLIC COMMENTS**

Public Comments

Ms. Katie Renali addressed the Board about her concern over high student fees and the purchase of materials that are either unneeded or unused. Mr. Heyde said he would look into the matter of math storybooks found in a recycling bin.

Ms. Charlene Foss gave an example of teacher planners found in a recycling bin last year. She also asked if it would be possible for the public to view Board meeting minutes before they are formally approved at a subsequent meeting. She asked for clarification of an issue she brought forward to the Board at a previous meeting regarding justification for administrative salary increases of 2.5%.

Since the Board meetings are now being videotaped, the issue of viewing meeting minutes is a moot point.

Ms. Foss requested the preliminary packet of information for Board meetings be posted online on the Friday prior to Monday Board meetings so the public has time to review agenda topics.

Dr. Bender said Board members must receive their information packets first so they can read and absorb materials if questioned by the public, and he cautioned that the most current information may not be available if the information is posted early.

Ms. Foss also inquired about the Public Hearing schedule for the proposed budget. The Public Hearing date is set for September 26 and cannot be changed now since the date has been posted. However, time will be allotted at a meeting before the Public Hearing for resident input. All meetings will be advertised so the public has ample time to comment. In addition, residents may send comments to the Board via email or phone in between meetings. The budget must be enacted by September 30, otherwise the District cannot levy taxes.

Ms. Foss suggested a chat room or discussion board for residents to ask questions about the budget. The Illinois State Board of Education budget form will be presented at the District 64 Board of Education meeting on September 12 and can be compared with the more detailed District 64 budget form.

**APPROVAL OF 2011-2012 HEALTH INSURANCE PLAN**

Approval of 2011-2012  
Health Insurance Plan

This topic was discussed at the Committee-of-the-Whole meeting prior to the regular Board meeting.

Administration presented two proposals for health insurance plans for District employees. The first proposal is to continue the current program with Blue Cross Blue Shield; with the current broker consultant, HUB International. The second is to participate in a school insurance cooperative, Northern Illinois Health Insurance Plan (NIHIP) with the same Blue Cross Blue Shield benefits. The list of NIHIP members was included, as was a sample history of insurance rates for several districts, some which were high school districts and thus not comparable to District 64.

Ms. Susan Sweeney asked about Attachment 3 that charted PPO vs. HMO rate increases under the NIHIP proposal.

It is unknown what future increases might be with either proposal. Insurance rates are based on employee claims. However, under the NIHIP proposal, the District could save up to \$125,000 in the first year.

**ACTION ITEM 11-08-7**

Action Item 11-08-7

It was moved by Board member Collins and seconded by Board member Borrelli that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt the medical, dental and life insurance rates as presented by (NIHIP) for 2011-12 school year per the attached documents. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion passed.

**UPDATE ON ARCHITECT EVALUATION FOR  
FIELD AND CARPENTER SCHOOLS**

Update on Architect  
Evaluations for Field and  
Carpenter Schools

Ms. Keri Van Sant and Ms. Charli Johnsos, architects from Fanning Howey, presented their initial assessment report to the Board following their walk through of various District 64 facilities.

A facility master plan will become a road map for maintenance, right sizing of the District's educational facilities and the Board's facilities goals. Right sizing includes the number of students that can be accommodated, square footage, and the type and quality of spaces in the buildings, among others. The Board will use the master plan to determine priorities for future projects. It will be a living document and may be adjusted as needs change.

Initial assessments were performed at Carpenter, Field, Jefferson and Emerson schools, and took into account the mechanical, electrical and plumbing systems as well as a broad overview.

Other items studied were a stress crack at Roosevelt School, a review of the proposed lighting upgrade, several drainage issues and roof assessments. Fanning Howey found the steam boilers at Field and Carpenter Schools to be in fair condition, but at the end of their service life. Ms. Van Sant provided details on the condition of components of the systems.

Before presenting any recommendations, facility goals must be defined. A meeting on Board roles, goals and controls will be held September 12<sup>th</sup> at Emerson Middle School to discuss these issues. Fanning Howey representatives will meet with Dr. Bender and Mr. Mackall to discuss which mechanical options are best suited for the buildings.

Board members asked for clarification on the condition of the boiler systems and if a re-evaluation of the systems can be done in cold weather to assess the adequacy of heat in the buildings. In addition, an educational adequacy analysis

will be completed, including interviews with staff and principals about their buildings.

The public will be invited to attend the Roles, Goals and Controls meeting on September 12<sup>th</sup> so current facility challenges can be better understood and so the public can voice their opinion about facility priorities.

Ms. Foss and Ms. Kimberly LoPiccolo asked the Board specifically about air conditioning at Carpenter and Field Schools and possible solutions. Other District 64 schools are air conditioned because of money received from the FAA for noise abatement, but those funds have ceased. The Board must make a responsible decision, bearing in mind that millions of dollars are involved and its decision affects not only Carpenter and Field School parents but all taxpayers. Facility and educational equity between the schools is important to the Board.

Ms. Kelly Plaza noted that since Carpenter is the District's smallest school, the number of parents affected by the HVAC system is fewer than if a school the size of Roosevelt, for example, was impacted. She inquired about the timeline for a solution to the problem.

It was reiterated that the Roles, Goals and Controls meeting on September 12<sup>th</sup> will be the first step in defining parameters. The Board hopes to start determining facilities priorities by the end of September.

Fanning Howey representatives said only four buildings across the District were part of the initial assessment; it would be short-sighted to make recommendations or set priorities now.

Ms. Mary Cunningham, a Carpenter School parent, stated the letter sent to parents about the excessive heat procedure didn't address how the learning gap will be handled if students miss days of school.

Dr. Bender said days will not be tacked on at the end of the school year if heat days are missed. However, several steps have been taken to help alleviate excessive heat. These include purchasing exhaust fans and cases of water. In addition, custodians will be on call 24 hours a day to cool off the building if necessary. The electrical systems could not handle individual window air conditioning units. The Board feels the excessive heat procedure is the best short-term solution.

Dr. Bender stated that while the quality of schools is directly related to property values, many taxpayers do not have children in schools and it is unknown how they feel about the importance of maintaining educational facilities.

Mr. Marty Torres, a Carpenter parent, asked about getting a cost quote for air conditioning for Carpenter and Field Schools before the upcoming budget meeting.

The bulk of the money for projects such as Carpenter and Field air conditioning would be paid for in the 2012-13 budget, not the one for 2011-12 that is scheduled to be voted on in September 2011.

Ms. Renali voiced her concern for the teachers as well as students on excessively hot days.

Mr. Borrelli said the current Board of Education voted to mitigate flooding at Carpenter and Franklin Schools. It also wants a better learning environment at Carpenter and Field Schools, but the Board must have a plan and evaluation process in place first.

**PRESENTATION AND ADOPTION OF BOARD GOALS FOR 2011-13**

Presentation and Adoption of Board Goals for 2011-13

The Board discussed four specific goals and measures to define those goals for 2011-13 at the recent Board retreat. Mr. Heyde noted a gap in measures for increased communication and transparency. Some wording of goals and measures were discussed and revised.

**ACTION ITEM 11-08-8**

Action Item 11-08-8

It was moved by Board member Fioretto and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64 Park Ridge – Niles, Illinois, adopt the Board Goals and Measures for 2011-13 as modified.

The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion passed.

**PRESENTATION AND ADOPTION OF UPDATES ON BOARD OF EDUCATION OPERATING PRINCIPLES**

Presentation and Adoption of Updates on Board of Education Operating Principles

Board operating principles define how Board members work with each other. The principles presented at the August 22, 2011 meeting were the same as discussed previously, with no substantive changes. Mr. Borrelli asked for clarification on Operating Principle 2.4.

There was a brief discussion about Board meeting closed sessions and reasons for them, such as when discussing a private student matter or certain employee

issues. It is good practice to use closed sessions to discuss leases of property or collective bargaining strategies, for example.

Mr. Marshall Warren asked the Board to identify general reasons when and why closed sessions are scheduled for the sake of transparency. This topic will be addressed in the OTHER section of the regular Board meeting.

**ACTION ITEM 11-08-9**

Action Item 11-08-9

It was moved by Board member Uhlig and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois adopt the Board of Education Operating Principles that were reaffirmed on July 30, 2011. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion passed.

**CONSENT AGENDA**

Consent Agenda

Mr. Borrelli asked about the summary of investments, noting that the yield varies on investments. He inquired why investments are not moved to the financial institution offering the highest rate. Ms. Allard said the Maine Township Treasurer would be concerned with the amount of money invested at a single location in one account, but she agreed to discuss this with the Treasurer. Ms. Lawson said there are other ways the money could be insured, if divided into various instruments.

**A. PERSONNEL REPORTS**

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

**B. BILLS**

Bills

10 - Education Fund-----	\$ 287,315.38
20 - Operations and Maintenance Fund -----	<u>672,847.54</u>
30 - Debt Services-----	<u>-</u>
40 - Transportation Fund -----	<u>-</u>
60 - Site and Construction Fund -----	<u>-</u>

80 –Tort Immunity Fund -----	<u>135,821.89</u>
90 - Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 104603 - 104798

Total: \$1,095,984.81

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING JULY 31, 2011

D. APPROVAL OF POLICY ISSUE 75, FEBRUARY 2011

E. APPROVAL OF INTERGOVERNMENTAL AGREEMENT BETWEEN THE BOARD OF EDUCATION OF PARK RIDGE CCSD64 FOR THE PROVISION OF CERTAIN SPECIAL EDUCATION SERVICES

F. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

**ACTION ITEM 11-08-10**

Action Item 11-08-10

It was moved by Board member Zimmerman and seconded by Board member Fioretto that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 22, 2011 which includes Personnel Report, Bills, Approval of Financial Update for the Period Ending July 31, 2011, Approval of Policy Issue 75, February 2011, Approval of Intergovernmental Agreement Between the Governing Board of the Niles Township District for Special Education #807 and the Board of Education of Park Ridge CCSD64 for the Provision of Certain Special Education Services, and Destruction of Audio Closed Minutes (none). The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion passed.

**APPROVAL OF MINUTES**

Approval of Minutes

**ACTION ITEM 11-08-11**

Action Item 11-08-11

It was moved by Board member Uhlig and seconded by Board member Fioretto that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the Special Board Meeting Minutes of August 8, 2011 and Committee of the Whole Minutes of August 8, 2011. The votes were

cast as follows:

AYES: Borrelli, Uhlig, Heyde, Fioretto, Lawson

NAYS:

PRESENT: Zimmerman, Collins

ABSENT: None

The motion passed.

## **OTHER ITEMS OF INFORMATION**

## **Other Items of Information**

Dr. Bender reported on construction projects at Franklin and Carpenter Schools. There were no drainage problems at Franklin following rain over the weekend. The new playground is finished, but some other items still need to be completed at Franklin. The project at Carpenter is moving along; the auditorium is dry and will be usable soon. Driveway blacktop patching was done at Emerson Middle School.

Dr. Bender reported that the Opening Institute Day held at Emerson was marvelous, with an emphasis on kids and doing what's best for them. The speaker was very good also. Dr. Bender said the opening day of classes for students went well with only some minor bus delays.

There will not be tours of the buildings this year when Board meetings are held at the schools, except for Franklin and Carpenter Schools where major construction projects have occurred. However, Board members are encouraged to sign up with Mr. Heyde to schedule half-day visits at the schools in order to spend time with teachers and see what happens in classrooms firsthand.

Mr. Heyde previewed upcoming Board meetings. The agenda for September 12 is quite full; Board members were asked to consider whether to separate the Board roles, goals and controls topic from the budget and facilities topic, perhaps rescheduling one for another night. September 19 will be a closed session meeting when the Board will begin preparation for contract negotiations. September 26 is a regular business meeting as well as the Public Hearing on the budget.

The Board discussed videotaping of Board meetings and whether they can be taped and shown live on a public access channel by WOW Cable, as well as if WOW could provide information on who and how many people view the Board meeting telecasts. For now, videotaping is provided by Park Ridge resident Mr. Marshall Warren and District 64 technology staff.

Mr. Warren's broadcast will be posted on YouTube in 15 minute increments. Ms. Bresnahan said the District's Board meeting videos will be hosted by a third party site. A link will be provided on the District 64 web site where users can



click to view the meetings. An email notification will also go out to alert people where the videos can be found.

Mr. Borrelli inquired about the cashless system for students at Lincoln and Emerson Middle Schools. Ms. Allard will provide information to the Board about the system and its benefits to families.

**ADJOURNMENT**

Adjournment

At 10:17 p.m., it was moved by Board member Zimmerman and seconded by Board member Uhlig to adjourn the meeting. The motion passed by consensus.

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President

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Secretary