

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Meeting held at 7:30 p.m.
August 8, 2011
Roosevelt Elementary School - LRC
1001 S. Fairview Avenue, Park Ridge, IL**

Board President John Heyde called the meeting to order at 6:35 p.m. Other Board members in attendance were Eric Uhlig, Pat Fioretto and Sharon Lawson. Board members Dan Collins and Scott Zimmerman were not in attendance. Board member Anthony Borrelli arrived at 6:46 p.m. Also present were Superintendent Philip Bender, Assistant Superintendent for Human Resources Sandra Stringer, Assistant Superintendent for Student Learning Diane Betts, Business Manager Becky Allard, Director of Pupil Services James Even, Director of Technology Terri Bresnahan, Public Information Coordinator Bernadette Tramm, and 8 members of the public.

The Board convened a Committee-of-the-Whole: Discussion of Hiring Practices in District 64 at 6:36 p.m.

The Board adjourned from the Committee of the Whole: Discussion of Hiring Practices in District 64 at 7:37 p.m. and resumed as a special board meeting at 7:46 p.m. In addition to those mentioned above, about 20 additional members of the public also were present.

PUBLIC COMMENTS

Public Comments

Charlene Foss, 1117 Harrison, Park Ridge, stated that community volunteers were videotaping tonight's Board meeting and urged the District to take on this effort in the near future and also consider live streaming through the local cable television provider. She asked if meeting documents could be made available online sooner than the morning of the meeting. She inquired about the budget adoption timeline for 2011-12 and opportunities for public comment.

Mr. Heyde responded that the volunteers were doing a good service by making sure the videotaping project remained at the top of the list for enhancing the Board's transparency to the community. He stated that he would work with Dr. Bender on when meeting documents could be posted online; Board members noted that they do not receive their documents typically until Friday afternoon so that the materials can be as complete as possible. Ms. Allard stated the Board was scheduled to have another full discussion of an updated budget at the September 12 meeting. She noted that by law, legal notice is given 30 days in advance of final budget adoption and that she would make arrangements to meet with Ms. Foss or any interested person to review the tentative budget, which is posted on the website and available at several locations. Ms. Tramm noted that an e-news blast is distributed on Fridays with agenda highlights and that anyone may subscribe to this list serv; the agenda also is posted to the website on Fridays. Ms. Bresnahan noted that the District was making

preparations to begin videotaping meetings using its own camera and technicians, and posting them online for viewing.

PRESENTATION AND ADOPTION OF BOARD GOALS FOR 2011-13

Presentation and Adoption
of Board Goals for 2011-13

Mr. Heyde noted that the Board reviews its goals periodically and that four goals for 2011-13 had been identified at the July 29-30 Board retreat. He reported that Board members decided to have four goals and then to add specific measures that would accompany the goals; this would allow the Board to determine whether at the end of the two-year period the goals had been met. Mr. Heyde suggested that since two Board members were missing, the goals and measures should be discussed tonight and then returned at the next meeting for approval.

Mr. Heyde and Board members then discussed the goals and proposed measures, utilizing a draft of the goals as articulated at the Board retreat, a draft with proposed language revisions, and a draft of the proposed measures. For goal one, the consensus was to use the language as originally articulated. For goal two, the consensus was to use the revised wording. For goal three, the consensus was to use the language as originally articulated. For goal four, the consensus was to insert the "exchange of information" concept into the revised version.

Turning to the proposed measures, for goal one, Board members discussed bullet point two and whether the word "provide" should be replaced by the word "find." Because there was not clear consensus, it was agreed to wait until the absent Board members could contribute their thoughts on this measure. For goal two, the Board requested Dr. Bender to provide a bullet point list for their information of what is included in phases 1 and 2. For goal three measures, there was consensus to add "barring unforeseen circumstances" to the first bullet point. For goal four measures, Mr. Heyde suggested that the Board have further discussion soon on possible ways to engage stakeholders and that the Board could adopt the rest of the measure language and then revisit it to add a specific list. In response to Board member questions, Ms. Tramm provided more details about several of the proposed activities.

Mr. Heyde then invited public comment, and Ms. Foss suggested relying on Web 2.0 tools, such as an online discussion forum, to increase transparency.

ACTION ITEM 11-08-1

Action Item 11-08-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt the Board Goals for 2011-13.

The action item to adopt the Board Goals for 2011-13 was deferred by general consent until the next meeting when Board members Collins and Zimmerman are expected to be in attendance.

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

Presentation and Adoption of
Updates on Board of Education
Operating Principles

Mr. Heyde stated that the Board Operating Principles are also typically an outcome of a Board retreat. He stated that the Board had agreed that the principles remained appropriate. Mr. Heyde suggested that since two Board members were missing, the principles should be discussed tonight and then returned at the next meeting for approval.

Board member discussion centered on Operating Principle two, bullet point four: "Information required by statute to be discussed in closed session and so discussed will remain confidential." There was discussion about: the various statutes that must be considered for closed session, including not just the Illinois Open Meetings Act (OMA) but also other statutes related to employee and student confidentiality for example; the broader issue of the specific subjects that may be discussed in closed session but that a Board may choose to discuss in open session; and whether a fuller description of what is going to be discussed in closed session could be provided in addition to the language that is required to be stated by law when making the motion to adjourn to closed session. The consensus was that Mr. Heyde would ask the District's legal counsel for a list of statutes beyond OMA that the Board must consider when going into closed session.

During public comment, Ms. Foss stated that it is always better to shine sunlight on the process, and asked whether the legal counsel report would be made available.

Board members noted that the Board currently states clearly for the public record its reason for making a motion to go into closed session, and that the Board must come to an agreement by vote on each such motion.

ACTION ITEM 11-08-2

Action Item 11-08-2

I move 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 action item to adopt the Operating Principles that were reaffirmed on July 30, 2011 was deferred by general consent until the next meeting when Board members Collins and Zimmerman are expected to be in attendance.

**REVIEW OF PLANS FOR INSTITUTE DAY &
OPENING DAY OF SCHOOL**

Review of Plans for
Institute Day & Opening
Day of School

Dr. Bender reported on various preparations for the start of the 2011-12 school year, including the Institute Day on August 19. He noted that Mr. Heyde would be presenting remarks on behalf of the Board and that all Board members were invited to attend. The morning would also

include presentations by the Elementary Learning Foundation (ELF) chairman, the Park Ridge Education Association (PREA) Board President, and himself. Dr. Bender stated that a national speaker would deliver the keynote address, and that the focus would be to support teachers in working collaboratively in reaching and teaching every child and in the District's efforts to effectively respond to change. Dr. Bender stated that the first day of student attendance is the afternoon of Monday, August 22.

DISCUSSION OF POLICY 7:30 – STUDENT ASSIGNMENT AND INTRA-DISTRICT TRANSFER

Discussion of Policy 7:30 – Student Assignment and Intra-District Transfer

Dr. Bender provided background information about issues associated with Policy 7:30 Student Assignment and Intra-District Transfer that gives the Superintendent sole discretion to grant requests from parents for a transfer for their child to a school other than the one assigned when the parent has demonstrated that the student could be better accommodated at another school, provided space is available. Dr. Bender reviewed the history of such requests since 2000, and presented information about the status of current requests for transfers. He presented the guidelines he will use going forward in handling such requests, and stated his intention to interpret "better accommodated at another school" to require an educational reason why a school other than the home school would best serve a child's needs. He stated his intent of submitting for Board approval a revision to Policy 7:30 that would add the sentence: "Convenience of school location will not be a consideration." Dr. Bender and the Board also discussed the impact on class sizes and practices regarding the class size guidelines when transfers are granted, and that parents are required to provide safe transportation for their child. Board members discussed the advisability of modifying the policy language.

Mr. Heyde asked for public comment, and Mr. Marty Torres of 204 N. Western, Park Ridge, expressed his concern about communicating with families seeking transfers between schools and to others going forward.

DISCUSSION OF CASHLESS LUNCH SYSTEM

Discussion of Cashless Lunch System

Mr. Heyde stated the cashless system had been in place since January 2011 at the two middle schools, and that several Board members had expressed interest in reviewing what has worked well and what has not. Lincoln Middle School Principal Joel Martin and Assistant Principal Tim Gleason responded to questions about how the system functioned with students this year compared to the cash only method. Business Manager Becky Allard reviewed the genesis of the cashless program, which was formally brought forward by the District's new food service contractor, Arbor Management, based on PTO interest. Arbor conducted focus groups in 2009-10 with PTO, staff and students to see what was wanted. A recommendation was made to the Board on April 5, 2010 to implement a cashless system as part of the contract renewal with Arbor. Following extensive publicity and a transition period when both cash and the pinpad system were accepted, the middle schools moved to pinpad only in

CONSENT AGENDA

Consent Agenda

Mr. Heyde invited Board member questions regarding the 2011-12 technology budget purchases. The District's Technology Director, Ms. Bresnahan, provided additional information about iPads, including recent ELF grants and purchases made through American Reinvestment and Recovery Act (ARRA) funding for iPads for special education. She reported on preparations by District 64 staff to manage applications and provide training. Ms. Bresnahan confirmed that interest in technology of all forms is strong across the District. She noted that laptops still play a critical role in the District for keyboarding and for testing, but that a limited rollout of iPads has a place in the District's overall technology plan.

Board members further discussed where \$75,000 in cuts had been made to the technology budget as previously agreed to support the pilot of instructional coaches for technology in the Strategic Plan this year.

There was consensus among Board members that it would be helpful to schedule a more extensive discussion on the District's overall technology plan later this school year.

At the request of Board members, Mr. Heyde called a brief recess at 10:12 p.m. The meeting was then resumed at 10:20 p.m.

A. PERSONNEL REPORTS

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

B. BILLS AND PAYROLL

Bills

10 - Education Fund-----	\$ 854,651.23
20 - Operations and Maintenance Fund -----	166,168.23
30 - Debt Services-----	-
40 - Transportation Fund -----	27,189.93
60 - Site and Construction Fund -----	-
80 - Tort Immunity Fund -----	4,287.69
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 104352 - 104557

Total: \$ 1,052,297.08

Payroll for Month of July, 2011

10 - Education Fund -----	\$ <u>602,801.95</u>
---------------------------	----------------------

20 - Operations and Maintenance Fund -----	196,009.35
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	<u>74,021.98</u>
80 - Tort Immunity -----	<u>-</u>

Checks Numbered: 1000 – 1247

Direct Deposit: 900000000 - 900000271

Total \$ 872,833.28

C. APPROVAL OF 2011-12 TECHNOLOGY COACHES (elementary schools only)

D. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 11-08-3

Action Item 11-08-3

It was moved by Board member Lawson and seconded by Board member Heyde that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 8, 2011, which includes the Personnel Report of July 11, 2011 - Resubmitted, Revised Personnel Report of August 8, 2011, with the exception of the middle school technology coach; Bills and Payroll; Approval of 2011-12 Technology Budget Purchases and Destruction of Audio Closed Minutes (none). The votes were cast as follows:

AYES: Uhlig, Heyde, Fioretto, Lawson

NAYS: Borrelli

PRESENT:

ABSENT: Collins, Zimmerman The motion passed.

Board members then discussed the middle school technology coach position as stated on the July 11 report, focusing on the salary and benefits for this candidate. The discussion focused on: whether the salary should be considered alone as one-third of the total budget approved for the technology coaching pilot or whether the entire package of coaching salaries be included; whether the replacement cost for the two elementary coaches, who are both internal candidates, should fairly be used instead of their actual current salaries when considering the budget impact; whether benefits should be considered in the budgeted amount; and the availability of other candidates for the position.

ACTION ITEM 11-08-5

Action Item 11-08-5

It was moved by Board member Lawson and seconded by Board member Heyde that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of the middle school technology coach. The votes were cast as follows:

AYES: Lawson, Heyde, Uhlig, Borrelli

NAYS: Fioretto

PRESENT:

ABSENT: Collins, Zimmerman

The motion passed.

APPROVAL OF THE MINUTES

Approval of the Minutes

ACTION ITEM 11-08-4

Action Item 11-08-4

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 Regular Meeting Minutes of July 11, 2011, Committee of the Whole Minutes of July 11, 2011, Minutes of the Board Retreat of July 29, 2011 and Minutes of the Board Retreat of July 30, 2011. The votes were cast as follows:

AYES: Borrelli, Uhlig, Heyde, Fioretto, Lawson

NAYS:

PRESENT:

ABSENT: Collins, Zimmerman

The motion passed.

OTHER ITEMS OF INFORMATION

Other Items of
Information

Dr. Bender pointed out the draft agenda for the upcoming regular meeting on August 22, as well as memos of information on a research study of childhood obesity and physical activity levels; loss control reports; and the 2011-12 health insurance renewal. Dr. Bender also distributed photos of construction progress and noted that despite rain delays, the Carpenter project was on schedule and that although Franklin was behind a bit, the teacher parking lot would be available for school on August 22. Ms. Allard stated the loss control reports were prepared with remaining consultant time available through the District's insurance contract to survey the conditions of the elementary school playgrounds and physical education spaces at the middle schools.

Regarding the health insurance renewal for 2011-12, Dr. Bender noted that Board members Collins and Zimmerman were the liaisons to the District's Insurance Committee that was scheduled to meet prior to the next Board meeting to consider these proposals and develop a recommendation for the Board to consider at the August 22 meeting. Mr. Heyde asked that Board members review the details of the two proposals to be sure information can be gathered to fully answer any questions they may have.

ADJOURNMENT

Adjournment

At 10:46 p.m., it was moved by Board member Uhlig and seconded by Board member Borrelli to adjourn the meeting. The motion passed by consensus.

President

Secretary