

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

**Minutes of the Regular Meeting held at 7:30 p.m.  
February 27, 2012  
Field Elementary School – North Gym  
707 Wisner Avenue**

John Heyde called the meeting to order at 7:15 p.m. Other Board Members present were Dan Collins, Scott Zimmerman, Eric Uhlig, Pat Fioretto, Anthony Borrelli and Sharon Lawson. Also present were Superintendent Philip Bender, Assistant Superintendents Dr. Sandra Stringer and Diane Betts, James Even, Terri Bresnahan, Scott Mackall and Bernadette Tramm.

Board of Education meetings are now 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>

At 7:15 p.m., the Board convened for the Public Hearing to Continue Holiday Modifications.

**PUBLIC HEARING TO CONTINUE HOLIDAY  
MODIFICATIONS**

Public Hearing to  
Continue Holiday  
Modifications

Dr. Bender provided background information on holiday modifications. School districts no longer have to apply for a waiver to hold school on legal school holidays such as Lincoln's Birthday, Casimir Pulaski Day and Veterans' Day. However, districts must hold a public hearing to propose their intention to hold school on these days and to hear public comments about the proposal. Students will learn about the accomplishments of those commemorated on these holidays.

This is not a change to District 64's current practice of observing these three holidays, but is complying with a new state law regarding official communication and notification of those practices.

There were no public comments or Board questions regarding the continuation of holiday modifications.

At 7:19 p.m., it was moved by Board Member Lawson and seconded by Board Member Borrelli to adjourn from the Public Hearing.

The Board resumed as a regular Board meeting at 7:31 p.m.

**PUBLIC COMMENTS**

Public  
Comment

Jennifer Cooley of 123 Imperial St., Park Ridge, asked the Board to consider a national lunch program for students currently run by the PTO. Ms. Cooley offered to bring information to the Board about how this program

operates in other school districts. The topic can be put on a future meeting agenda for Board discussion.

Kathy Jozwiak, a Carpenter School parent, read a statement about her child being a victim of bullying since October. She urged the Board to implement a zero tolerance bullying policy, to be proactive versus reactive to bullying issues, and cited several bullying prevention programs that the District might adopt. She distributed information about those programs to the Board. Dr. Bender will meet with Mrs. Jozwiak about her child. There was a suggestion to designate one person in the District to handle bullying.

Katie Renali, a Roosevelt School parent, stated her concern about student and lunch fees. She asked the Board to change fees to be more in line with other districts and to ease the financial burden on families in District 64.

**APPOINTMENT OF ASSISTANT  
SUPERINTENDENT FOR STUDENT  
LEARNING**

Appointment of  
Assistant  
Superintendent for  
Student Learning

Dr. Bender said 45 applications were received for the Assistant Superintendent for Student Learning position. After screening, that number was reduced to 12 and ultimately to two final candidates. Dr. Bender recommended Dr. Lori Hinton for the job. She is currently a principal in Glenview District 34, and previously worked in Districts 62 and 67. She received both her bachelor's and master's degree from the University of Illinois at Urbana-Champaign and her Ph.D from Loyola University.

Dr. Hinton has served in various leadership roles in District 34, such as designing workshops to support teachers, facilitating new teacher mentor training, and securing \$300,000 in grants. Previously, she provided professional development for the North Cook Regional Office of Education.

**ACTION ITEM 12-02-1**

Action Item  
12-02-1

It was moved by Board member Zimmerman and seconded by Board member Borrelli that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of Dr. Lori Hinton as the Assistant Superintendent for Student Learning beginning July 1, 2012 through June 30, 2013. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

Dr. Hinton said she found District 64 staff to be both professional and enthusiastic about student learning during the interview process. She feels privileged to be part of District 64. Mr. Heyde acknowledged that she will have large shoes to fill and the support of staff and administrators.

## **RECOGNITION OF 2011 ILLINOIS HONOR ROLL SCHOOLS**

Recognition of  
2011 Illinois Honor  
Roll Schools

Dr. Bender announced four District 64 schools received “Academic Excellence Awards” for 2011 from the Illinois State Board of Education. Criteria for earning a place on the 2011 Illinois Honor Roll are:

- Ninety percent (90%) of students must meet or exceed state standards in both reading and math for three consecutive years on the ISAT.
- They must make Adequate Yearly Progress (AYP) for the past two years.

The four schools are Carpenter, Field and Roosevelt Elementary Schools and Lincoln Middle School. Mr. Heyde presented certificates to Principals Dr. Marcy Canel (Carpenter) and Dr. Kevin Dwyer (Roosevelt), and Assistant Principals Katie Kelly (Field) and Tim Gleason (Lincoln).

With District 64’s change over to common core standards, it is expected that we will continue to see high academic achievement in our schools. Mr. Heyde congratulated principals and staff for their efforts to increase student achievement.

## **APPROVAL OF CARPENTER WATER RETENTION SITE DESIGN**

Approval of  
Carpenter Water  
Retention Site Design

The Carpenter School water retention site design was discussed at previous Board meetings. A motion will be presented to the Board to select one of the two proposed designs. Mr. Heyde acknowledged receipt of five emails the Board received from residents, Carpenter staff members and lunch program supervisors about the proposed designs.

Scott Mackall, Director of Facility Management for District 64, and Ms. Keri VanSant of Fanning Howey, were present and responded to Board questions and public comments about the two design concepts.

Much of the discussion centered on traffic flow in and around proposed student drop-off areas, student safety, maintaining as much green space as possible on the school site, and the elimination of parking spaces.

Resident Elaine Awar favored Concept 1 in order to keep as much green space as possible for students’ benefit. She has witnessed many parking and traffic flow problems around Embers School, near to where she lives.

Carpenter neighbor Joann Griebler stated her concern about parking and traffic flow on Broadway St. when/if parents drop off their children in one of the

design concepts. Ms. VanSant said a traffic study would need to be conducted and analyzed for the best solution for that area.

Lisa Bascomb preferred Concept 2 because it offers a better parking lot with safer green spaces. She urged the Board to trust the professionals and their recommendation.

Harley Tom, Carpenter School physical education teacher, said current traffic flow patterns and safety are manageable now. He urged the Board to keep kids first, saying they need green space, not a parking lot.

Dale Seaberg, Carpenter School neighbor, echoed concerns about traffic on Broadway Street and student safety. He wondered if the Board had all the information it needed to vote on one of the two concepts at this time.

Sue Douglass, third grade teacher at Carpenter, was concerned about the loss of blacktop play area proposed in Concept 2. Ms. VanSant provided square footage comparisons for hard and soft play surfaces under the two concepts. Kathy Jozwiak, Carpenter parent, said while both plans are valid, the loss of square footage in play areas in order to accommodate a parking lot is not the best use of District funds; also, the green space would be lost forever.

Carpenter teacher Dawn O'Connor pointed out that the only playground in Concept 2 is located right outside four classrooms.

Following public comments, the Board engaged in a final discussion. Dr. Bender reminded the Board that no matter which concept is selected, the design must still go to Park Ridge City Council for a variance to reduce the number of parking spaces on the site. Mr. Mackall said the City Engineer endorsed Concept 2. He will work diligently to complete the project no matter which concept is approved.

The Board thanked Mr. Mackall, Ms. VanSant and Dr. Bender for their work on creative design concepts, perseverance, and involvement with the community on this issue. The original purpose of the two design concepts was to alleviate water retention problems at Carpenter School.

**Action Item 12-02-2**

Action Item  
12-02-2

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 motion to move forward with Design and Bid Documents for Concept One for the site improvements at Carpenter pending approval from the City of Park Ridge. The votes were cast as follows:

AYES: Zimmerman, Heyde, Uhlig, Fioretto

NAYS: Collins, Borrelli, Lawson

PRESENT: None

ABSENT: None

The motion carried.

## **UPDATE ON CARPENTER SCHOOL MECHANICAL UPGRADES**

Ms. VanSant of Fanning Howey presented an update on work at Carpenter School. The Board is scheduled to vote on the final design and going to bid for mechanical systems at the March 12, 2012 Board meeting.

She provided a new estimate of \$2.8 million for upgrades, including shift work allowances for contractors to complete all work in summer 2012. The Board and Ms. VanSant discussed the possibility and impact if work was completed in two phases, beginning in summer 2012 and finished in summer 2013.

Mr. Mackall explained how the project would be scheduled if performed in two phases. He was given permission to use the backup boiler at Carpenter for one more year, if safety tests are passed, since the boiler has not been used because of the mild winter.

There was discussion about the financial, design, and schedule impact if the boiler was replaced without adding air conditioning to the building.

The Board will be asked to vote on the final design and bid documents at the March 12, 2012 Board meeting if 1. all work is completed in summer 2012, 2. the work is phased in over the summers of 2012 and 2013, and 3. if air conditioning is removed from the design.

## **DISCUSSION OF BOARD COMMUNICATION GOAL**

Discussion of Board  
Communication Goal

Dr. Bender and Ms. Tramm provided a written update on the 2011-2013 Communication Goal in the Board packet and responded to Board questions about that information.

Dr. Borrelli followed up on a discussion at a previous meeting about the redesigned District 64 web site. He appreciates the new design, but finds the web site difficult to navigate, and asked if the Communications subcommittee of the Community Finance Committee (CFC) could provide ideas and feedback about it. Dr. Bender believed the CFC would be willing to do that.

There was a suggestion to forego conducting an informal survey about District communications in favor of a formal, statistically valid telephone survey that could be completed sooner if only one survey was done.

Ms. Tramm said an informal, online survey would ask residents about how they prefer to get information about District 64. There have been good response rates to past online surveys, they are cost effective (free) and responses are received immediately.

A more formal telephone survey would meet the Board's communication goal to evaluate the community's knowledge of District 64's plans and financial information. Although the cost for a telephone survey is unknown, a similar survey for the Park Ridge Library cost approximately \$11,000-12,000.

An informal, online survey will be conducted, CFC suggestions will be requested, and based on those results the Board may elect to move forward with a telephone survey later.

Mr. Borrelli liked the new sign advertising "School Board Meeting Here Monday Night" for school sites as meetings rotate through District buildings because it creates more community awareness and visibility. There was a brief discussion about holding more Board meetings at the schools rather than the ESC to create more visibility. Administration was asked to discuss that proposal and respond to the Board. Ms. Tramm reminded the Board that meetings are more visible to residents no matter where they are held since they are videotaped.

**ADOPTION OF RESOLUTION #1080 AUTHORIZING  
CONTINUED MODIFICATIONS TO SCHOOL  
HOLIDAYS**

Adoption of Resolution  
#1080 Authorizing  
Continued Modifications  
to School Holidays

**ACTION ITEM 12-02-3**

Action Item 12-02-3

It was moved by Board member Collins and seconded by Board member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt the Continued School Holiday Modification of School Code 105 ILCS 5/24-2 for Abraham Lincoln's Birthday, Casimir Pulaski Day, and Veterans' Day. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**PRESENT FINAL CALENDAR FOR 2012-13 &  
TENTATIVE CALENDARS FOR 2013-14  
AND 2014-15**

Present Final Calendar  
for 2012-13 & Tentative  
Calendars for 2013-14  
and 2014-15

Diane Betts, Assistant Superintendent for Student Learning,

presented the three calendars, which are very similar to this year's calendar except for a change in the Institute Day schedule at the start of the school year. All three calendars align with High School District 207 holidays and spring breaks.

Ms. Betts said there is pending legislation regarding the length of the day for opening and closing the school year. It may require those days be full days. The summer school calendar is separate from the regular school year calendar. The Board will vote on the calendars at the March 12, 2012 Board of Education meeting.

**FIRST READING OF PRESS ISSUE 77,  
OCTOBER 2011 OMITTING 6:300 AND 6:320**

First Reading of  
Press Issue 77,  
October 2011  
Omitting 6:300 and  
6:320

Dr. Bender stated there were some revisions that incorporate footnotes into the text of policies. Dr. Borrelli introduced several proposed changes which the Board discussed further pertaining to Policy 3:60 (Evaluation of Administrators), 4:80 (Audit Services), 5:90 (Abused and Neglected Child Reporting), 7:305 (Student Head Injuries) and 5:100 (Staff Development Programs).

The topic of encouraging or requiring CPR training for all staff was discussed in some detail. The Board would need information on budgetary impact, language for any proposal, and feedback from Administration if training was required. Ms. Betts stated CPR training is currently provided for staff that are required to hold CPR certification, such as health assistants, and is offered for professional growth to other employees every year.

Approval of the First Reading of Policy Issue 77, October 2011 is scheduled for the March 12, 2012 Board of Education meeting.

**DISCUSSION OF 2012-13 STAFFING PLAN**

Discussion of 2012-  
13 Staffing Plan

Dr. Stringer presented staffing needs for 2012-13 as part of the budget process. There are automatic staffing needs based on changes in student enrollment and recommended staffing needs which she explained in detail. Recommendations included: an additional 1.0 FTE Assistant Principal shared between Carpenter and Franklin Schools in order to support new legislation affecting the teacher evaluation process; an additional .5 FTE for the Math/Gifted Curriculum Specialist when the current staff member retires this year; addition of 4.0 FTE Technology Coaches for the non-pilot schools; 1.0 FTE for a Jefferson Extended Day Program Manager related to the dissolution of MTSEP; modification to the Secretary to the Director of Technology; additional hours for nursing support at Jefferson School to meet current students' needs; additional staffing needs due to the dissolution of MTSEP, and the possibility of a social worker position depending on the student population at The Youth Campus.

The Board asked Dr. Stringer for clarification on most of the recommendations. A contingency for additional classroom teachers was included based on potential enrollment changes at the building and/or grade level. Four class sections are already on the watch list.

The shared Assistant Principal position was recommended to assist with a new evaluation process that will begin in 2014-2015. The average principal conducts 40-65 staff evaluations every year. Dr. Stringer will gather information on how comparable districts are handling this change and report back to the Board.

Because technology changes so rapidly, the Director of Technology was encouraged to forecast what roles or expenses might not be needed in the future in order to offset the recommendation for additional Technology Coaches.

The Board asked that the recommendation for four additional technology coaches be excluded from the proposal they will be asked to vote on at the March 12, 2012 Board meeting until results of the staff survey about technology coaches at the three pilot schools (including raw data/comments) are received and analyzed.

Dr. Stringer and Mr. Even explained how the Extended Day Program and Preschool Services Program will be blended because of the dissolution of MTSEP. The costs will be transferred from MTSEP to District 64 and should not increase; in fact, there may be some cost savings. The staffing levels will be the same; however, the staff will be District 64, not MTSEP employees, and the IDEA grant money will flow through to District 64.

Dr. Stringer further explained the realignment of the secretary to the Director of Technology, saying overall it will save the District approximately \$1,200.00.

Next steps include approval of the staffing plan and sign-off on positions at the March 12, 2012 Board meeting. The Board may separate some of the recommendations into individual motions, if necessary. Some positions may not need approval by March 12<sup>th</sup>. Ms. Allard will then incorporate the staffing plan into the budget. The Board noted that it's important to be sensitive to increases in staffing across the District and to evaluate processes to maximize efficiency.

## **CONSENT AGENDA**

Consent  
Agenda

Dr. Bender explained the reason for the contract extension with Septran, the transportation provider for Special Education students. At the request of two Board members, the Approval of Design and Development Documents for Mechanical Upgrades at Carpenter School was voted on in a separate motion.

### **A. Personnel Report**



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

**B. BILLS, PAYROLL AND BENEFITS**

Bills

10 – Education Fund -----	\$1,442,501.82
20 – Operations and Maintenance Fund -----	185,679.93
30 – Debt Services -----	2,750.00
40 – Transportation Fund -----	164,644.05
60 – Capital Projects -----	-
80 – Tort Immunity Fund -----	15,797.23
90 – Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 107123, 107149-107409

Total: \$1,793,373.03

Payroll for Month of January 2012

10 – Education Fund -----	\$3,416,441.56
20 – Operations and Maintenance Fund -----	210,274.84
40 – Transportation Fund -----	-
50 – IMRF/FICA Fund -----	160,231.88
80 – Tort Immunity Fund -----	<u>-</u>

Checks Numbered: 3888-4306

Direct Deposit: 900007240 – 900008573

Total: \$3,786,948.28

C. Approval Regarding Transportation Contract Extension and Assignment

~~D. Approval of Design and Development Documents for Mechanical Upgrades at Carpenter School~~

E. Approval of Bid Results for Natural Gas

F. Approval of Financial Update for the Period Ending January 31, 2012

G. Destruction of Audio Closed Minutes

**ACTION ITEM 12-02-4**

Action Item  
12-02-4

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, approve the Consent Agenda of February 27, 2012, which includes the Personnel Report; Bills, Payroll and Benefits; Approval Regarding Transportation Contract Extension and Assignment; ~~Approval of Design and Development Documents for Mechanical~~

~~Upgrades at Carpenter School~~; Approval of Bid Results for Natural Gas;  
Approval of Financial Update for the Period Ending January 31, 2012; and  
Destruction of Audio Closed. Minutes. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**ACTION ITEM 12-02-4.1**

Action Item  
12-02-4.1

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 Design and Development Documents for Mechanical Upgrades at Carpenter School. The votes were cast as follows:

AYES: Lawson, Borrelli, Uhlig, Heyde, Zimmerman

NAYS: Fioretto, Collins

PRESENT: None

ABSENT: None

The motion carried.

**APPROVAL OF MINUTES**

Approval of  
Minutes

**ACTION ITEM 12-02-5**

Action Item  
12-02-5

It was moved by Board member Lawson and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64 approve the Committee-of-the-Whole Minutes of February 13, 2012, Closed Session Minutes of February 13, 2012, Committee-of-the-Whole Minutes of January 23, 2012, Regular Meeting Minutes of January 23, 2012 and the Closed Session Minutes of January 23, 2012. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

## OTHER ITEMS OF INFORMATION

Dr. Bender noted several FOIA requests, memo of information about art and supply bids, and minutes from The District 64 Wellness Council and CFC meetings.

In light of increases in costs to educate students, the Board discussed what it might take to produce a flat budget. The Board asked the Business Office to identify operational efficiencies and cost savings where possible in order to offset recommended additional staff positions.

## ADJOURNMENT

Adjournment

At 11:26 p.m., it was moved by Board member Uhlig and seconded by Board member Borrelli to adjourn to closed session to discuss Employment of Specific Individuals 5 ILCS 120/2 (c)(1) and Collective Negotiations 5 ILCS 120/2(c)(2), not to reconvene in open session. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

The regular Board meeting adjourned from closed session at 12:30 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary