

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Meeting held at 7:30 p.m.  
March 12, 2012  
Lincoln Middle School - Cafeteria  
200 S. Lincoln Avenue, Park Ridge**

Board President John Heyde called the meeting to order at 6:00 p.m. Other Board Members present were Dan Collins, Scott Zimmerman, Pat Fioretto, Anthony Borrelli and Sharon Lawson. Also present was Dr. Bender, Superintendent. Board member Eric Uhlig joined the meeting after the roll call.

At 6:32 p.m. it was moved by Board member Zimmerman and seconded by Board member Fioretto to adjourn to closed session for the purpose of discussing matters related to collective negotiations 5 ILCS 120/2(c)(2) and employment of specific individuals 5 ILCS 120/2 (c) (1). The votes were cast by roll call as follows: Ayes - Borrelli, Lawson, Uhlig, Fioretto, Heyde, Zimmerman and Collins; Nays - None; Present – None. The motion carried.

The Board adjourned from closed session at 7:30 p.m. and resumed the regular Board meeting at 7:35 p.m. Present at the regular meeting were Superintendent Philip Bender, Assistant Superintendents Dr. Sandra Stringer and Diane Betts, Director of Pupil Services James Even, Director of Technology Terri Bresnahan, Director of Facility Management Scott Mackall and Public Information Coordinator 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.d4.org./subsite/dist/page/board-education-meetings-984>

**PUBLIC COMMENTS**

Public Comments

Katie Renali, a Roosevelt School parent expressed concern about the high student fees, the financial impact it has on families and how they are higher than comparable districts. She asked the Board to take this into consideration when approving the fees at the April Board meeting.

Vicky Lee, Vice-President of the Carpenter PTO and mother of two children at Carpenter, addressed the Board regarding Principal Marcy Canel's employment contract and asked that it be renewed. Ms. Lee outlined the positive changes Dr. Canel has made for students during her tenure at Carpenter School and the impact not renewing her contract will have on the school.

**PRESENTATION – WELLNESS COUNCIL**

Presentation –  
Wellness Council

Dr. Bender introduced the members of the Wellness Council and outlined the goals of the Council and the activities that have taken place over the past two years. Dr. Bender talked about the future goals of the Wellness Council and expressed appreciation for the work that has been accomplished to date.

Mr. Heyde expressed his appreciation and values the work being done in the area of wellness in the District.

**APPOINTMENT OF ASSISTANT SUPT.  
FOR HUMAN RESOURCES**

Appointment of  
Assistant Supt. for  
Human Resources

Dr. Bender announced the recommendation of Mr. Joel Martin, principal of Lincoln Middle School, as the new Assistant Superintendent for Human Resources upon the retirement of Dr. Stringer in June.

Dr. Bender reviewed Mr. Martin's experience as an educator first as a social studies and reading teacher in the Chicago school system and then a social studies teacher in the Tinley Park school system where he also served as an Assistant Principal and Principal. Currently, he is in his second year as the principal at Lincoln Middle School and has been active in various leadership positions in the district.

Mr. Martin received his bachelors degree in history education from Illinois State University, a masters degree in education from Governor's State University and will be completing a doctorate of education from Lewis University this July.

**ACTION ITEM 12-03-1**

Action Item  
12-03-1

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 Joel Martin as the Assistant Superintendent for Human Resources beginning July 1, 2012 through June 30, 2013. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**STRATEGIC PLAN PROGRESS  
REPORT #2 – 2011-12**

Strategic Plan Progress  
Report #2 – 2011-12

Bernadette Tramm gave an overview of the activities completed since the last strategic plan update was presented to the Board in December 2011. These activities include work sessions at the February 10 Institute Day, presentations at building meetings on February 29 and presentations in January on 21<sup>st</sup> Century Learning and instructional coaches. Ms. Tramm noted that Terri Bresnahan and the tech coaches recently made a presentation at the annual Illinois Computing Educators annual conference.

Strategy I – Technology: In addition to presentations at February 29 building meetings this committee has focused on the National Educational Technology Standards for Students and Teachers. Committee members have gained new skills for integrating technology into the curriculum.

Strategy II - Student Goals: This committee has focused on identifying the best e-portfolio format as well as looking at student goal setting pilots being conducted throughout the district.

Strategy III – Collaboration With our Partnership: A teacher steering committee has been formed and will be meeting for the first time in April.

Strategy IV – Student Learning: This committee has focused on “unwrapping” the priority standards, developing the “big ideas” and “essential questions” that will guide instruction towards these standards, mapping out how they fit into the current curriculum and supporting teachers in the use of student data to guide differentiated instruction and interventions.

Strategy V - Change Protocol Strategy: The eight-step change protocol checklist is being used throughout the District when thinking about the impact of change.

Budget – a significant portion of the budget is for the tech coach pilot. Other expenses have been lower than originally projected. More of the budget will be used before this year’s work is completed.

Strategic Plan activities will continue on a more limited basis for the remainder of the school year. Building meetings in April and May will be used to share Strategy IV and plans for next year.

Planning is taking place now for the 2012-2013 school year. The format will be different. Budget limitations and additional mandates that have been added since the original five-year timeframe was developed will impact what can be accomplished. A proposal will be presented to the Board on April 9th.

Mr. Borrelli asked when the NETS for teachers will be established. Ms. Bresnahan said it is currently in process but wants to fully understand what resources will be in place moving forward. It will be a major focus for the buildings and the TIC committee. She wants to have a solid plan in place for professional development so that expectations can be met.

Mr. Fioretto said he pleased to hear that we are at a point where we will review the plan. He would like to hear what the focus and goals are and feels that it may not be possible to accomplish all of the goals in five years.

Mr. Collins said he would like to see more metrics on the scorecard.

Mr. Uhlig would like to see what the cost of other projects would be in addition to the cost of the tech coaches. Ms. Tramm said there will be other expenses but that the tech coaches will be the biggest ticket item.

Ms. Betts said while keeping the budget in mind they are thinking of ways to blend the differentiation coaches, which were part of the original strategic plan, with the tech coaches and curriculum specialists.

Mr. Heyde acknowledged everyone's awareness of budget constraints and realizes that it may be necessary to re-prioritize the plan in order to accomplish whatever mandates exist now or will come along.

#### **DISCUSSION: 2012-13 STUDENT FEES**

Discussion: 2012-13  
Student Fees

Ms. Allard said that the Board annually reviews student fees. The recommendation is to not increase fees for the 2012-2013 school year. Fees have not increased since fees were established for the 2009-2010 school year after a study was conducted in the spring of 2009. Participatory and bus fees will also not change. The lunch program fee at the middle school will increase 4%. For security and safety reasons and to provide some financial relief to families, it is recommended that the elementary lunch program supervision fee be eliminated and that buildings have a closed campus for the lunch program. There would be no transportation provided at lunch. Parents would still have the option to pick their children up for lunch. This change will result in a loss to the education fund of approximately \$375,000. It is recommended that the before school program be increased by 3%.

Mr. Fioretto said he continues to support keeping fees level and waiving the lunch program fee.

Dr. Borrelli asked if the participatory fees are being subsidized.

Ms. Betts said participatory fees were never meant to cover the entire cost of a program. They are intended to cover fees directly related to the activity such as referees and transportation. Student fees were designed to cover the majority of expenses. Ms. Allard said the CFC will be looking at student fees.

Ms. Lawson asked if other districts are receiving state and federal money to fund their lunch programs. Ms. Allard said not for this type of lunch program and that there are very few districts that assess this type of fee.

Mr. Zimmerman asked if there is any savings by not having transportation at lunch. Ms. Allard said no because transportation will still be needed for kindergarten students.

Mr. Heyde acknowledged that the lunch supervision fee is sizeable but supports the idea of not charging families for lunch supervision.

#### **APPROVAL OF AWARD OF CONTRACT FOR ASBESTOS REMOVAL PROJECT AT CARPENTER**

Approval of Award of Contract  
for Asbestos Removal Project at  
Carpenter

Mr. Mackall reviewed the process that led to the

recommendation of Tecinica and explained the range of proposed costs. There could be some unforeseen circumstances but based on the thoroughness of the inspection and the work completed at Washington he is confident with the bid. There are no up charges if the project takes longer than anticipated.

**ACTION ITEM 12-03-2**

Action Item  
12-03-2

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 motion to have Tecinica awarded the asbestos removal contract at Carpenter Elementary for the amount of \$323,600.00. The votes were cast as follows:

AYES: Borrelli, Lawson, Uhlig, Heyde, Zimmerman

NAYS: Fioretto, Collins

PRESENT: None

ABSENT: None  
carried.

The motion

**APPROVAL OF BID DOCUMENTS FOR  
CARPENTER MECHANICAL UPGRADES**

Approval of Bid  
Documents for  
Carpenter Mechanical  
Upgrades

Ms. VanSant from Fanning-Howey said that Fanning-Howey and the Administration recommend phasing the project over two summers because of the extensiveness of the asbestos removal. The work to be completed this summer will be bid separately from the work to be completed next summer.

**ACTION ITEM 12-03-3**

Action Item  
12-03-3

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 motion to move forward with the bidding process for the proposed Carpenter mechanical upgrades phased over the next two summers. The votes were cast as follows:

AYES: Zimmerman, Heyde, Uhlig, Lawson, Borrelli

NAYS: Collins, Fioretto

PRESENT: None

ABSENT: None

The motion carried.

**AUTHORIZATION OF 2012-13 STAFFING  
PLAN**

Authorization of 2012-13  
Staffing Plan

Dr. Stringer said job descriptions and new budget numbers were provided to the Board.

Ms. Allard said the tech coaches have been removed from the recommendation. She reviewed the FTE changes as illustrated in her report and reiterated that these are estimates.

Mr. Fioretto asked if the grant would offset the entire cost of the social worker for the Youth Campus. Ms. Allard said it would depend on the number of students we have from the Youth Campus. This position will not be filled until needed. Mr. Fioretto expressed concern about approving teacher positions that may not be needed or may not be needed at the level proposed.

Ms. Allard explained that Administration is requesting authorization to hire for these new positions. Because of time restraints during the summer it would be difficult to wait until the August Board meeting to ask for Board approval to hire.

There was discussion about whether or not to include the additional FTEs and the social worker for the Youth Campus in the budget. It was determined that a discussion about class size needs to take place at the April 23rd Board meeting.

**ACTION ITEM 12-03-4**

Action Item  
12-03-4

It was moved by Board member Fioretto and seconded by Board member Lawson that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the 2012-13 staffing report as presented, excluding the PREA-Teacher positions. The votes were cast as follows:

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

NAYS: Borrelli

PRESENT: None

ABSENT: None

The motion carried.

**APPROVAL OF FOOD SERVICE  
CONTRACT RENEWAL**

Approval of  
Food Service  
Contract

Ms. Allard reviewed the financial projections for the 2012-2013 school year and an increase in selling price of 4% on some items. Arbor will be evaluating our facilities and making recommendations for some form of lunch program at the elementary buildings. The cost of the program provides the District with a surplus that helps the district pay the additional costs of

providing the lunch program such as electricity, custodial fees and administrative fees.

**ACTION ITEM 12-03-5**

Action Item  
12-03-5

It was moved by Board member Lawson and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64, Park Ridge, Illinois, renew the food service contract with Arbor management for one year, commencing July 1, 2012. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**CONSENT AGENDA**

Consent Agenda

**A. PERSONNEL REPORT**

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

**B. BILLS, PAYROLL AND BENEFITS**

Bills

10 – Education Fund -----	\$ 882,341.22
20 – Operations and Maintenance Fund -----	71,001.86
30 – Debt Services -----	-
40 – Transportation Fund -----	106,084.71
60 – Capital Projects -----	116,328.50
80 – Tort Immunity Fund -----	1,178.96
90 – Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 107410, 107436-107584

Total: \$1,116,935.25

Payroll for Month of February 2012

10 – Education Fund -----	\$3,508,462.48
20 – Operations and Maintenance Fund -----	224,423.55
40 – Transportation Fund -----	-
50 – IMRF/FICA Fund -----	169,441.26
80 – Tort Immunity Fund -----	<u>-</u>

Checks Numbered: 3888-4306

Direct Deposit: 900007240 – 900008573

Total: \$3,902,327.29

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING  
FEBRUARY 29, 2012

D. APPROVAL OF PRESS POLICY ISSUE 77, OCTOBER 2011 INCLUDING  
POLICIES: 2:250, 5:100, 5:200, 5:240, 6:60, 6:150

E. ACCEPTANCE OF DONATION OF PARTITIONS

F. DESTRUCTION OF AUDIO CLOSED MINUTES

ACTION ITEM 12-03-6

Action Item  
12-03-6

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 Consent Agenda of March 12, 2012, which includes the ~~Personnel Report~~; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending February 29, 2012; Adopt Final Calendar for 2012-13 & Tentative Calendars for 2013-14 and 2014-15; ~~Approval of PRESS Policy Issue 77, October 2011 Including Policies: 2:250, 5:100, 5:200, 5:240, 6:60 and 6:150~~; Acceptance of Donation of Partitions; and Destruction of Audio Closed Minutes. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

ACTION ITEM 12-03-6.1

Action Item  
12-03-6.1

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 revised Personnel Report. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

Action Item  
12-03-6.2



**ACTION ITEM 12-03-6.2**

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 PRESS Policy Issue 77, October 2011 Including Policies: 2:250, 5:100, 5:200, 5:240, 6:60 and 6:150 as amended. The votes were cast as follows:

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**APPROVAL OF MINUTES**

Approval of  
Minutes

**ACTION ITEM 12-03-7**

Action Item  
12-03-7

It was moved by Board member Uhlig and seconded by Board member Fioretto that the Board of Education of Community Consolidated School District 64 approve the Regular Minutes of February 27, 2012 and Closed Session Minutes of February 27, 2012.

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

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**OTHER ITEMS OF INFORMATION**

Other Items of  
Information

Dr. Bender said that a check was received for the lighting upgrade project. He noted the proposed 2012-2013 Board meeting schedule and minutes from the Traffic Safety Committee and Wellness Council meetings. The Board acknowledged the partitions that were donated to the District.

**ADJOURNMENT**

Adjournment

At 9:57 p.m., it was moved by Board member Zimmerman and seconded by Board member Borrelli to adjourn the meeting. The motion passed by consensus.

Board of Education Meeting Minutes  
March 12, 2012

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President

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Secretary