

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

**Minutes of the Regular Meeting held at 7:30 p.m.
June 24, 2013
Raymond Hendee Educational Service Center
164 S. Prospect Avenue, Park Ridge, IL**

Board President Anthony Borrelli called the meeting to order at 7:01 p.m. Other Board Members present were Terry Cameron, Scott Zimmerman, Vicki Lee, and Dathan Paterno. Board members John Heyde and Dan Collins were absent. Also present were Superintendent Philip Bender, Assistant Superintendent Joel T. Martin, Director of Facility Management Scott Mackall, Business Manager Becky Allard, Public Information Coordinator Bernadette Tramm, and two members of the public.

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

ADJOURNMENT TO CLOSED SESSION

At 7:02 p.m., it was moved by Board member Zimmerman and seconded by Board member Paterno to adjourn to closed session for the purpose of discussing compensation of a specific employee [5 ILCS 120/2 (c)(1)] and collective negotiations [5 ILCS 120/2(c)(2)].

Adjournment to
Closed Session

The votes were cast as follows:

AYES: Lee, Cameron, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

The Board adjourned from closed session at 7:41 p.m. and immediately resumed the regular Board meeting. In addition to those mentioned above, also present at the regular meeting were Director of Technology Terri Bresnahan, Director of Special Education/Pupil Services Jim Even, and four additional members of the public.

PUBLIC COMMENTS

None were received.

Public
Comments

**DISCUSSION OF COMMUNITY FINANCE COMMITTEE
(CFC) STUDENT FEE STUDY GOALS**

Discussion of
Community
Finance
Committee
(CFC) Student
Fee Study Goals

Business Manager Becky Allard presented the proposed goals for the study, which will be conducted and presented to the Board by CFC in December 2013. The study will include a review of: required student registration fee; extracurricular, participatory fees; instrumental music fee; communications about fees; and provisions for future reviews. She noted the CFC would delve more deeply into a previous study conducted in 2008-09. She noted that fees have been maintained at this level since 2009.

Board member discussion focused primarily on extracurricular activities. Specifically, Board members requested that all costs, including stipends, associated with all extracurricular activities be identified, including those activities listed in the proposal such as interscholastic sports, instrumental music and chorus, but also other clubs or activities not in the proposal for which staff members receive stipends, such as Chess Club or Girls on the Run. The Board consensus was to examine all costs and determine later what proportion to be covered by the fee associated with participation in extracurricular activities.

**RESOLUTION # 1098 FOR TRANSFER OF INTEREST
FUNDS FROM WORKING CASH TO EDUCATIONAL
FUND**

Resolution #1098
for Transfer of
Interest Funds
from Working
Cash to
Educational
Fund

Business Manager Allard explained that the Board customarily transfers interest earned during the year from Working Cash to provide additional revenue to the fund most in need, which is the Educational Fund. Board members briefly discussed how the levy could be adjusted to compensate for interest income earned.

Action Item 13-06-3

Action Item
13-06-3

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, adopt Resolution #1098, authorizing the transfer of \$171,954.06 interest earned from June 2012 – May 2013 from the Working Cash Fund to the Educational Fund on or before June 30, 2013.

The votes were cast as follows:

AYES: Paterno, Zimmerman, Cameron, Lee

NAYS: Borrelli

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

RESOLUTION # 1099 FOR TRANSFER OF INTEREST FUNDS FROM DEBT SERVICE TO EDUCATIONAL FUND

Business Manager Allard reported that the Board similarly transfers interest income earned from the Debt Service Fund to the Educational Fund each year.

Action Item 13-06-4

It was moved by Board member Lee and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, adopt Resolution #1099, authorizing the transfer of \$12,704.95 representing the interest earned from June 2012 – May 2013 from the Debt Service Fund to the Educational Fund on or before June 30, 2013.

Resolution #1099
for Transfer of
Interest Funds
from Debt
Service
Educational
Fund

Action Item
13-06-4

The votes were cast as follows:

AYES: Lee, Cameron, Zimmerman, Paterno

NAYS: Borrelli

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

RESOLUTION # 1100 FOR TRANSFER OF FUNDS TO THE CAPITAL PROJECTS FUND

Business Manager Allard noted that the District is transferring money from other funds to the Capital Projects Fund to reflect that such monies have been authorized by the Board and are pledged to pay for specific capital projects.

Action Item 13-06-5

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, adopt Resolution #1100, authorizing the transfer of \$3,500,000 from the Operations & Maintenance Fund and \$2,000,000 from the Education Fund to the Capital Projects Fund on or before June 30, 2013.

Resolution
#1100 for
Transfer of
Funds to the
Capital
Projects Fund

Action Item
13-06-5

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Cameron, Lee

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

RESOLUTION # 1101 FOR PREVAILING WAGE

Business Manager Allard noted that the Illinois School Code requires districts to annually adopt a resolution to pay the prevailing wage on a per-hour basis for laborers, workmen and mechanics employed in public works. A school district need not pay prevailing wages to its own employees. Ms. Allard noted that although the District also has a Project Labor Agreement in place through July 2015, it does not negate the need to annually adopt such a resolution.

Resolution
#1101 for
Prevailing
Wage

Action Item 13-06-6

It was moved by Board member Paterno and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, adopt Resolution #1101, regarding the Illinois Prevailing Wage Act as provided by the Illinois Department of Labor.

Action Item
13-06-6

The votes were cast as follows:

AYES: Lee, Cameron, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

APPROVAL OF FIELD WINDOW CAULKING BID

Facility Director Mackall presented the analysis of the bids received for the project. He noted that all bids were below the anticipated amount, and recommended the Board accept the low bid from Union Contracting. He confirmed that this work is being undertaken in conjunction with other asbestos abatement work at Field, and will be completed this summer.

Approval of
Field
Window
Caulking Bid

Action Item 13-06-7

It was moved by Board member Cameron and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, award the Field window caulking project to Union Contracting, Inc. in the amount of \$38,900.00

Action Item
13-06-7

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Cameron, Lee

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

**APPROVAL OF SALARY FOR SECRETARIES AND
CUSTODIAL STAFF EFFECTIVE JULY 1, 2013**

Approval of
Salary for
Secretaries and
Custodial Staff
Effective July 1,
2013

Dr. Bender noted that Board member representatives Borrelli and Heyde, District administrators, and leadership of the secretaries and custodial/maintenance employee groups had conducted meet and confer sessions last week. The groups are willing to accept a 3.5% increase for 2013-14 above the 2012-13 schedule, with no step advancement. This will meet a goal of shifting non-teaching employee groups away from step advancement. Dr. Bender recommended the Board adopt the salary increases as proposed. Board President Borrelli stated that the raise is intended to provide a fair, merit-based program that reflects the general movement in compensation in other sectors. Board members discussed the trade-off between step advancement and a higher annual increase for all employees.

Action Item 13-06-8

It was moved by Board member Paterno and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the salary increases for the Secretaries and Custodial/Maintenance Staff Effective July 1, 2013.

Action Item
13-06-8

The votes were cast as follows:

AYES: Lee, Cameron, Borrelli, Paterno

NAYS: Zimmerman

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

**APPROVAL OF SALARY INCREASES FOR THE FOLLOWING
EXEMPT STAFF: TECHNOLOGISTS, DIRECTOR OF FACILITY
MANAGEMENT, ADMINISTRATIVE ASSISTANT TO THE
SUPERINTENDENT, PUBLIC INFORMATION COORDINATOR,
ASSISTANT FOR STUDENT LEARNING, ASSISTANT
BUSINESS MANAGER, JEFFERSON DAY CARE, MANAGER OF
TECHNOLOGY, ASSISTANT MANAGER OF TECHNOLOGY, DISTRICT**

Approval of Salary
Increases for Exempt
Staff (*as listed*) Effective
July 1, 2013

TRAVELING NURSE, DISTRICT WAREHOUSE/DELIVERY/PRINTER, AND OCCUPATIONAL AND PHYSICAL THERAPISTS EFFECTIVE JULY 1, 2013

Dr. Bender reported that this group basically includes those employees who do not fall clearly into any other group. He presented background on the Board's discussion in January regarding moving administrators and exempt employees to a merit-based system. The framework at that time was to include increases within a range of 0-4%, with the current and most recent CPI factors roughly in the middle of the range. He noted that the Board's action to move toward a merit-based pay system occurred seven months into the 2012-13 school year, making it difficult to utilize a merit approach as the sole basis for salary recommendations for 2013-14. However, Dr. Bender noted that an evaluation system for a merit-based pay framework will be put into place for these employees for 2013-14, which would allow the merit pay system to impact proposed salary increases for the 2014-15 school year. He pointed out these employees are evaluated by several different administrators currently utilizing different tools. He recommended the Board adopt a salary increase of 2.75% along with changes in the merit-based evaluation system as presented.

Board members discussed the types of evaluation tools to be utilized and whether a 2% raise would link more clearly to the Park Ridge Education Association annual increase. Dr. Bender noted that the pool of dollars set aside during the January discussion was based on 2.75% for this group overall, with the range of 0-4% for each individual increase. He confirmed that these employees do not receive step advancement, as do PREA members. He described how the rubrics would be developed to evaluate each employee under the new system.

Action Item 13-06-9

Action Item
13-06-9

It was moved by Board member Paterno and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, approve salary increases of 2.0% for the following exempt staff: Technologists, Director of Facility Management, Administrative Assistant to the Superintendent, Public Information Coordinator, Assistant for Student Learning, Assistant Business Manager, Jefferson Day Care, Manager of Technology, Assistant Manager of Technology, District Traveling Nurse, District Warehouse/ Delivery /Printer, and Occupational and Physical Therapists Effective July 1, 2013.

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Cameron, Lee

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

Athanasia Albans	Employ as Assistant Principal at Roosevelt School beginning August 5, 2013.
Stephanie Daly	Employ as Assistant Principal at Carpenter / Franklin Schools beginning August 5, 2013.
Ashley Anderson	Change of assignment from Kindergarten Teacher at Carpenter School to 6th Grade Science / Social Studies Teacher at Emerson School beginning August 26, 2013.
Eric Lawson	Change of assignment from 6th Grade Social Studies Teacher at Lincoln School to 7th grade Language Arts / Social Studies Teacher at Lincoln School beginning August 26, 2013.
Christie Thielen	Change of assignment from Math / Language Arts Teacher at Lincoln School to 7th Grade Math and C of C Math Teacher at Lincoln School beginning August 26, 2013.
Scott Hulting	Change of assignment from Science / Social Studies Teacher at Lincoln School to Science Teacher at Lincoln School beginning August 26, 2013.
Kerry Venn	Change of assignment from (.50) 8th Grade Social Studies Teacher at Lincoln School to full-time FACS / Health Teacher at Lincoln School beginning August 26, 2013.
Liz Cichy	Change of assignment from (.50) 8th Grade Social Studies Teacher at Lincoln School to full-time Social Studies Teacher at Lincoln School beginning August 26, 2013.
John Branch	Change of assignment from Night Custodian at Washington School to Head Day Custodian at Franklin School beginning July 1, 2013.
Anne Ham	Resignation as a 5th Grade Teacher at Field School effective June 30, 2013.
Rebecca Allard	Retirement as Business Manager Effective June 30, 2014.

If additional information is needed, please contact Assistant Superintendent for Human Resources Joel T. Martin.

B. BILLS, PAYROLL, AND BENEFITS

Bills

10 – Education Fund -----	\$ 691,910.57
20 – Operations and Maintenance Fund -----	110,591.42
30 – Debt Services -----	-
40 – Transportation Fund -----	166,898.80
50 – Retirement (IMRF/SS/Medicare)-----	-
60 – Capital Projects -----	-
80 – Tort Immunity Fund -----	17,700.66
90 – Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 113250-113398

Total: \$ 987,101.45

Accounts Payable detailed list can be viewed on the District 64 website
www.d64.org > Business Services.

Payroll for Month of May 2013

10 – Education Fund -----	\$3,780,918.61
20 – Operations and Maintenance Fund -----	225,263.97
40 – Transportation Fund -----	-
50 – IMRF/FICA Fund -----	204,613.29
80 – Tort Immunity Fund -----	<u>-</u>

Checks Numbered: 8622-8808

Direct Deposit: 900033087 – 900035106
Total: \$4,210,795.87

C. APPROVAL OF MAY FINANCIALS ENDING MAY 31, 2013

D. APPROVAL OF POLICIES FROM PRESS ISSUES 79, 80, 81

E. APPROVAL OF BID FOR COPIER PAPER

F. 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 CONSOLIDATED COMMUNITY SCHOOL DISTRICT 64 FOR THE PROVISION OF CERTAIN SPECIAL EDUCATION SERVICES

G. DESTRUCTION OF AUDIO CLOSED MINUTES

Action Item 13-06-10

It was moved by Board member Zimmerman and seconded by Board member Paterno that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, approve the Consent Agenda of June 24, 2013, which includes the Personnel Report;

Action Item
13-06-10

Bills, Payroll, and Benefits; Approval of Financials Ending May 31, 2013; Approval of Policies from PRESS Issues 79, 80, 81; Approval of Bid for Copier Paper; 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 Consolidated Community School District 64 for the Provision of Certain Special Education Services; and Destruction of Audio Closed Minutes.

Dr. Bender noted two minor adjustments since the First Reading to policy 4:170 to add a definition of a physical fitness facility and to clarify that student insurance is provided at no cost to the student.

The votes were cast as follows:

AYES: Lee, Cameron, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

APPROVAL OF MINUTES

Action Item 13-06-11

Approval
of Minutes

It was moved by Board member Cameron and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge–Niles, Illinois, approve the minutes from the Special Board Meeting of June 10, 2013; Closed Sessions of June 10 and May 20, 2013; Committee-of-the-Whole: Review Tentative Budget for 2013-14 of May 20, 2013; and Regular Board Meeting of May 20, 2013.

Action Item
13-06-11

The votes were cast as follows:

AYES: Lee, Cameron, Borrelli, Paterno

NAYS: None.

PRESENT: Zimmerman

ABSENT: Collins, Heyde

The motion carried.

BOARD MEMBER LIAISON REPORT

None.

Board Member
Liaison Report

OTHER DISCUSSION AND ITEMS OF INFORMATION

Board President Borrelli reminded Board members to bring their budget binders and have questions prepared for the June 27 Committee-of-the-Whole Finance Work Session.

Other Discussion
and Items of
Information

Dr. Bender noted an update on summer construction projects at Carpenter, Lincoln and Franklin schools included in the report. He noted the current status of Board member required training. He distributed information on Triple I Conference workshops that can be very helpful in expanding Board members' knowledge and offer networking opportunities.

ADJOURNMENT TO CLOSED SESSION

Adjournment
to Closed
Session

At 9:00 p.m., it was moved by Board member Zimmerman and seconded by Board member Cameron to adjourn to closed session to discuss matters related to performance of a specific individual [5 ILCS 120/2 (c) (1)] and collective negotiations [5 ILCS 120/2(c)(2)].

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Cameron, Lee

NAYS: None.

PRESENT: None.

ABSENT: Collins, Heyde

The motion carried.

The regular Board meeting adjourned from closed session at 10:20 p.m.

President

Secretary