

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

**Minutes of the Regular Meeting held at 7:30 p.m.
July 8, 2013
Raymond Hendee Educational Service Center
164 S. Prospect Avenue, Park Ridge, IL**

Board President Anthony Borrelli called the meeting to order at 7:00 p.m. Other Board Members present were Dathan Paterno, Dan Collins, Scott Zimmerman, Vicki Lee, John Heyde and Terry Cameron. Also present were Superintendent Philip Bender, Director of Special Education/Pupil Services Jim Even, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm, and one member 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>

Board President Borrelli requested Board members to email him regarding their availability for a Committee-of-the-Whole work session on communications in late August or September. He announced future Board meetings scheduled for the Educational Service Center would be relocated to Field School (north gym); if necessary, the August 12 meeting will be held in the Learning Resource Center if the air conditioning project for the north gym has not been completed.

ADJOURNMENT TO CLOSED SESSION

At 7:04 p.m., it was moved by Board member Heyde and seconded by Board member Cameron 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: Paterno, Collins, Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The Board adjourned from closed session at 7:51 p.m. and resumed the regular Board meeting. In addition to those mentioned above, also present were Assistant Superintendents Joel T. Martin and Lori Hinton, Director of Technology Terri Bresnahan, Business Manager Becky Allard, and 25 additional members of the public.

PUBLIC COMMENTS

None were received.

Public
Comments

**YEAR-END REPORT ON STRATEGIC PLAN AND
DISTRICT-WIDE PRIORITIES**

Year-End Report on
Strategic Plan and
District-Wide Priorities

Dr. Bender pointed out that 2012-13 was the third year of implementation of the plan, which was named a "Journey of Excellence" to acknowledge that the District already has an excellent foundation and that we are building upon these strengths to fulfill our unique mission. He then introduced Dr. Hinton, Ms. Tramm and Dr. Bresnahan to present the report. Ms. Tramm provided a brief overview of the plan's development and mission, and introduced the main priority and nine focus areas of 2012-13. Dr. Hinton reported in detail on the main priority for all staff, which was the implementation of the priority standards/Common Core State Standards (CCSS) with technology integrated into the instruction of these standards, and the professional development needed to support this work. She offered a timeline for the District's transition to CCSS, culminating in 2014-15, and detailed the efforts being undertaken in support of the transition in English Language Arts and math. Dr. Bresnahan reported on Strategic Plan activities related to Strategy I – Accelerating the Advanced Use of Technology, focusing extensively on the professional development provided through the Instructional Technology Coaches at the seven schools. The coaches also reported on their efforts related to the National Educational Technology Standards (NETS) for teachers; teachers from each school offered samples of success in working with coaches. Dr. Hinton and Ms. Tramm then reported further on the other Strategic Plan and District-wide priority areas for 2012-13, including activities related to: Strategy II – Personal Student Goals; Strategy III – Service Learning; Strategy IV – Student learning including common assessments, Response to Intervention (RtI) and report cards; Principal/Teacher evaluations; and the District's Facility Master Plan that addresses the Strategic Plan parameter of maintaining safe, supportive learning environments.

Board members then discussed how the results of the Strategic Plan and District priorities can be evaluated, and more specifically, what targets and associated metrics are available to assess the impact on student learning. Dr. Hinton noted that the Board would be receiving a full report on student learning in October, which will provide a portfolio of assessments on how District 64 looks at student progress. Board members also discussed the need to reach agreement on and provide administration with a consensus on the specific metrics of interest to the Board.

At 9:45, President Borrelli called for a short recess. The meeting was resumed at 9:51 p.m. Due to the lateness of the hour, it was agreed by consensus to defer Action Item 13-07-04 to the August 12 Special Board meeting.

**PRESENTATION AND DISCUSSION OF FACILITY MASTER
PLAN PHASE II PROGRAM**

Presentation and
Discussion of Facility
Master Plan Phase II
Program

Facility Director Mackall introduced Charlene Johnsos and Keri VanSant from Fanning Howey. Mr. Mackall reviewed the remaining studies that would be needed to complete the Facility Master Plan, including: an educational adequacy study and community engagement meetings/surveys; facility technology alignment review and technology five-year District-wide plan; facility master plan components focusing on options, costs and implementation plan and community engagement meetings/surveys regarding these areas. Dr. Bender noted that the intent of a Master Plan is to help the District look ahead and be prepared to meet the ongoing needs of aging facilities. He urged the Board to complete the studies needed to finalize the plan, so that it could effectively guide the District's planning moving forward. Ms. Allard confirmed that the almost \$173,000 to complete the studies was included in the tentative 2013-14 budget.

During the Board discussion that followed, the Board consensus was to request administration to bring forward a proposal for an updated demographic study from Dr. John Kasarda, whose previous report was completed in 2009.

Board members also discussed whether the technology study was duplicative of a recent technology infrastructure study completed by the District. Board members also discussed the possibility of including all-day Kindergarten as one of the areas to be considered within the "visioning" portion of the educational adequacy study; pre-school also was suggested to be considered. Ms. Johnsos provided a short overview of how the visioning workshops could be conducted.

Board President Borrelli noted the Board would consider an action item to approve the studies at a future meeting.

BOARD ADOPTS 2013-14 TENTATIVE BUDGET & ESTABLISHMENT OF PUBLIC HEARING DATE

Board Adopts 2013-14 Tentative Budget & Establishment of Public Hearing Date

Business Manager Allard reported that the tentative budget for approval this evening was the second draft. The two significant updates from the first draft include: providing the 2012-13 actual expenditures and revenues as of June 28, which also permits comparisons between the tentative 2013-14 amounts to the 2012-13 year-end actuals instead of to the 2012-13 budget; and revisions to 2013-14 revenues only. She noted that 2013-14 expenditures had not been updated, but would be provided in an August revised draft. She recommended the Board conduct a public hearing on Monday, September 9 and adopt the final budget on September 23, and provided details of the other legal requirements regarding public notice.

Board members began by discussing the expected annual deficit of about \$2.9 million in Operating Funds revenues over expenditures for the year. Ms. Allard confirmed this was due to the additional capital projects expenditures approved by the Board for summer 2013 facilities work at Carpenter, Franklin, Lincoln and Field schools. She noted the 2013-14 tentative budget does not have a planned transfer of funds from fund balance to the Capital Projects Fund, as was done in 2012-13. This distorts the Operating Funds revenues projected for the year. Ms. Allard agreed this is a difficult concept to communicate, and will work to further

explain this impact in the companion report presented for public review along with the budget. The Board also discussed how to explain that the Board is making a one-time facility investment that is larger than typical, which is contributing substantially to the annual deficit for 2013-14. Ms. Allard reported that the District would begin deficit spending on an annual basis as envisioned by the referendum, which means the District is spending down its fund balance. She suggested that managing expenditures carefully and considering borrowing options for future capital facilities projects could impact the slope of the downward curve of the District's fund balance.

Ms. Allard also responded to specific Board member questions about various line items. She reaffirmed that administration was continuing to review the projected expenditures for 2013-14, and that the expenditure side of the budget would be updated in August for Board review.

Action Item 13-07-1

It was moved by Board member Collins and seconded by Board member Cameron that the 2013-14 Tentative Budget be approved and that the public hearing for the Final Budget for Community Consolidated School District 64 for the 2013-14 school year be held on Monday, September 9, 2013 at 6:30 p.m. at Field School, 707 Wisner Avenue, Park Ridge, Illinois. The notice of the Public Hearing shall be placed in a Park Ridge and Niles Newspaper.

The votes were cast as follows:

AYES: Paterno, Collins, Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

DISCUSSION OF PROPOSED BUILDING SECURITY ENHANCEMENTS

Discussion of
Proposed
Building Security
Enhancements

Board President Borrelli congratulated Facility Manager Mackall for becoming one of the first in Illinois to earn the designation of "Certified Plant Maintenance Manager" from the Association for Facilities Engineering.

Mr. Mackall presented the highlights of the District's current building security systems, including intrusion; card access control; intercom systems; and, cameras and monitors. He provided information on two proposals to assess the District's security needs and offer options for the District to consider. He recommended the District move forward with the \$19,000 proposal from RETA Security to include an emergency plan review as well as the security assessment. Dr. Bender noted the Park Ridge Park District also utilizes this consultant. The consensus of

the Board was in support of conducting the study; no formal Board action is required.

RESOLUTION # 1102 REGARDING THE SCHOOL DISTRICT TO PAY CERTAIN INVOICES PRIOR TO BOARD APPROVAL AT THE AUGUST 12, 2013 SPECIAL BOARD OF EDUCATION MEETING

Resolution #1102
Regarding the School District to Pay Certain Invoices Prior to Board Approval at the August 12, 2013 Special Board of Education Meeting

Business Manager Allard explained that because of a lengthy gap until the next meeting at which bills may be paid, she was requesting authorization to pay certain invoices for approved payments due and payable by July 22 prior to Board approval at the August 12 meeting. During Board discussion, Ms. Allard confirmed the Board would receive the complete list of items paid at the August 12 meeting and that invoices would largely be for materials ordered for the start of school, employee benefit plan payments, and those related to construction projects.

Action Item 13-07-2

Action Item
13-07-2

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, adopt Resolution #1102 regarding the School District to pay certain invoices prior to Board approval.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Borrelli, Zimmerman, Collins, Paterno

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF SALARIES FOR ADMINISTRATORS EFFECTIVE JULY 1, 2013

Approval of Salaries for Administrators Effective July 1, 2013

Dr. Bender recommended a salary increase of 2% as detailed in his written report. He pointed out that administrators also would be moving to a merit-based pay and evaluation system beginning July 1, consistent with the Board's goal.

Action Item 13-07-3

Action Item
13-07-3

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 Administrators effective July 1, 2013.

The votes were cast as follows:

AYES: Paterno, Collins, Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF HOURLY STAFF SALARIES:
 LUNCHROOM SUPERVISORS, BEFORE SCHOOL
 SUPERVISORS, AND JEFFERSON DAY CARE
 WORKERS (EXCEPTION PRATA MEMBERS)
 EFFECTIVE JULY 1, 2013**

Approval of Hourly Staff Salaries:
 Lunchroom Supervisors, Before
 School Supervisors, and Jefferson
 Day Care Workers (Exception
 PRATA Members) Effective July
 1, 2013

It was agreed by consensus earlier in the meeting to defer consideration of this item until the August 12 Special Board meeting.

CONSENT AGENDA

Consent
 Agenda

**A. PERSONNEL REPORT, INCLUDING RESOLUTION OF NON-
 REEMPLOYMENT OF PART-TIME EDUCATIONAL SUPPORT
 PERSONNEL EMPLOYEES**

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

Joseph Hancock Jr.	Employ as Night Custodian at Washington School effective July 2, 2013 - \$35,286.16
Suzanne Galluzzi	Employ as District Technologist at Field School effective July 1, 2013 - \$32,000.00
Marie Anderson	Rehire as a Special Education Assistant at Field School effective August 26, 2013 - \$19,658.93
Caira Barbanente	Rehire as a 2nd-3rd grade Instructional Resource Assistant at Washington School effective August 26, 2013 - \$19,658.93
Christina Bridich	Rehire as a Special Needs Kindergarten - 1st grade Assistant at Washington School effective August 26, 2013 - \$19,658.93

Regular Board Meeting Minutes
July 8, 2013

Caroline Brzozowski	Rehire as a Special Needs Kindergarten - 1st grade Assistant at Roosevelt School effective August 26, 2013 - \$19,658.93
Rebecca Hebding	Rehire as a 4th grade Instructional Resource Assistant at Roosevelt School effective August 26, 2013 - \$19,658.93
Lisa Horn	Rehire as a Special Education Assistant at Field School effective August 26, 2013 - \$19,658.93
Claire Kirchner	Rehire as a Special Education Assistant at Field School effective August 26, 2013 - \$19,658.93
Jackie Mayer	Rehire as a 3rd grade Instructional Resource Assistant at Roosevelt School effective August 26, 2013 - \$19,658.93
Jennifer Myer	Rehire as a kindergarten-5th grade Special Education Assistant at Carpenter School effective August 26, 2013 - \$19,658.93
Cassandra Prejzner	Rehire as a 4th grade Instructional Resource Assistant at Washington School effective August 26, 2013 - \$19,658.93
Pauline Ronan	Rehire as a 2nd grade Special Education Assistant at Carpenter School effective August 26, 2013 - \$18,860.40
Alex Shalzi	Rehire as a Special Needs Kindergarten - 1st grade Assistant at Roosevelt School effective August 26, 2013 - \$19,658.93
Jean Thorsen	Rehire as a Special Needs 4th grade Assistant at Franklin School effective August 26, 2013 - \$19,658.93
Lisa Sulek	Change of Assignment from 10-month Secretary at ESC to 12-month Secretary at ESC effective July 1, 2013 - \$39,841.20
Kellie Sultan	Leave of Absence, Maternity/FMLA as teacher effective August 26, 2013 – June 13, 2014.
Kristin May	Resignation as a School Psychologist at Washington School effective June 18, 2013.
Katie Frank	Resignation as a School Social Worker at Roosevelt School effective June 28, 2013.
*Ashley Arsenault Cathleen Blachut	Approval of Formal Resolution Authorizing the Dismissal and Non-Reemployment of Part-time Educational

Patricia Braun Cheryl Carr Marilyn Cuesta Ingrid Czech Nada Dikranian Roxann Giovannini Elizabeth Hattam Jean Hoffman *Sandra Koljovic Maria Kroschel Doris Moss *Maria Panagopoulos Donna Marie Romano Linda Ryan Maria Sewinski *Nancy Stummer	Support Personnel Employees (Before and *After School Supervision) Effective August 23, 2013 - Resolution 1103
---	---

B. BILLS

Bills

10 – Education Fund -----	\$ 444,813.23
20 – Operations and Maintenance Fund -----	110,436.85
30 – Debt Services -----	-
40 – Transportation Fund -----	10,537.50
50 – Retirement (IMRF/SS/Medicare)-----	-
60 – Capital Projects -----	120,178.44
80 – Tort Immunity Fund -----	578,604.90
90 – Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 113423-113633

Total: \$ 1,264,570.92

Accounts Payable detailed list can be viewed on the District 64 website

www.d64.org > Business Services.

C. APPROVAL OF STUDENT-PARENT HANDBOOK 2013-14

D. APPROVAL OF PARKING LOT REPAIR BID AT 6 SCHOOLS

E. APPROVAL OF ROOF WORK AT FIELD SCHOOL

F. APPROVAL OF APPOINTMENT OF HEARING OFFICER

G. RELEASE OF CLOSED MINUTES

H. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

Action Item 13-07-5

It was moved by Board member Zimmerman 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 July 8, 2013, which includes the Personnel Report, including Resolution of Non-Reemployment of Part-time Educational Support Personnel Employees; Bills; Approval of Student-Parent Handbook 2013-14; Approval of Parking Lot Repair Bid at 6 Schools; Approval of Roof Work at Field School; Appointment of Hearing Officer; Release of Closed Minutes; and Destruction of Audio Closed Minutes (none).

Action Item
13-07-5

Mr. Mackall responded to several Board member questions about the scope of the parking lot repairs and roof work.

The votes were cast as follows:

AYES: Paterno, Collins, Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF MINUTES

Approval
of Minutes

Action Item 13-07-6

It was moved by Board member Heyde and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve minutes from the Committee-of-the-Whole: Finance Work Session of June 27, 2013, Regular Board Meeting of June 24, 2013, and Closed Session of June 24, 2013.

Action Item
13-07-6

Regarding the minutes of the June 24 Regular Board meeting on page 2, under the discussion of the Community Finance Committee fee study, Board member Zimmerman requested that the words “including stipends” be added to the second sentence of the second paragraph, after the words “all costs.” Board member Heyde amended his motion and Board member Lee, who had seconded the motion, agreed to the proposed amendment.

The votes on the minutes were cast as follows:

AYES: Lee, Heyde, Cameron, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: Collins

ABSENT: None.

The motion carried.

BOARD MEMBER LIAISON REPORT

None.

Board Member
Liaison Report

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Bender noted that written reports had been provided on baseline concussion testing and summer construction projects. He announced that he would bring forward for Board action in August authorization to design Field School Phase II, as a means to accurately estimate project costs and aid in the Board's consideration of financing alternatives.

Other Discussion
and Items of
Information

ADJOURNMENT TO CLOSED SESSION

At 10:50 p.m., it was moved by Board member Heyde and seconded by Board member Paterno 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)] not to reconvene in open session and with no action to be taken.

The votes were cast as follows:

AYES: Paterno, Collins, Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The regular Board meeting adjourned from closed session at 12:15 a.m.

President

Secretary