

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Special Board of Education Meeting held at 7:30 p.m.  
August 12, 2013  
Field Elementary School – North Gym  
707 N. Wisner Avenue  
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:33 p.m. Other Board members in attendance were Scott Zimmerman, Dan Collins, Vicki Lee and Terry Cameron. Members John Heyde and Dathan Paterno were absent. Also present were Superintendent Philip Bender, Assistant Superintendent for Human Resources Joel T. Martin, 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 at:  
<http://www.d64.org/subsite/dist/page/board-education-meetings-984>

**BOARD ADJOURNS TO CLOSED SESSION**

At 6:34 p.m. it was moved by Board President Borrelli and seconded by Board member Cameron to adjourn to closed session to discuss matters related to performance of specific employee [5 ILCS 120/2 (c)(1)] and collective negotiations [5 ILCS 120/2 (c)(2)].

Board  
Adjourns to  
Closed Session

The votes were cast as follows:

AYES: Collins, Zimmerman, Borrelli, Cameron, Lee

NAYS: None.

PRESENT: None.

ABSENT: Heyde, Paterno

The motion carried.

The Board adjourned from closed session at 7:34 p.m. and immediately convened a Committee-of-the-Whole: Finance meeting. In addition to those mentioned previously, also present were Assistant Superintendent Lori Hinton, Director of Pupil Services James Even, Business Manager Becky Allard, Director of Technology Terri Bresnahan and approximately 8 members of the public.

At 7:50 p.m., the Board adjourned from the Committee-of-the-Whole and resumed as a special Board meeting.

**PUBLIC COMMENTS**

Public  
Comments

Angela Tuebo, Field parent and chair of the PTO committee on facilities improvements, spoke on behalf of parents and staff to thank the Board and administration for adding air conditioning to the north gym, which is used for instruction, assemblies and daily lunch; she urged the Board and administration to not delay in approving other HVAC and related projects to improve air quality, comfort and security at the school.

**DISCUSSION AND APPROVAL OF FIELD SCHOOL FACILITY DESIGN**

Discussion and Approval of Field School Facility Design

Dr. Bender reviewed the recent history of facilities improvements in District 64, and pointed out that projects at Field are the last in the original priority group. He noted that moving to the design phase at Field would provide the Board with a definitive estimate of costs and clear understanding of the heating-ventilation-air conditioning (HVAC) and life safety issues to be addressed, which would be helpful to the Board in evaluating financing alternatives.

Facility Management Director Mackall noted that over the summer, the air conditioning of the north gym and asbestos-removal projects had been completed at Field, which were on the top five priorities list from December 2011. He provided a written report on the costs for architectural/engineering services to move forward with a phased-in design for HVAC Phase I and life safety Phase II, along with a project list. He noted that moving to the design development stage would bring the fees to 35% of the total. He explained that architects Fanning Howey had provided alternatives for designing the construction work to be completed either in phases over several years or to be completed all at once. Mr. Mackall noted the detailed project list was the same list presented to the Board earlier in the spring, that it contains alternates, and that the cost estimates are very preliminary and conservative.

Ms. Van Sant from Fanning Howey noted the life safety items are category A and B items from the 2006 survey, which are overdue for completion. C items are included as alternates, which the District might consider doing along with the other major work activities planned.

In response to Board member questions, Ms. Van Sant proposed an updated timeline of returning to the Board with design development completed in late October or early November. She noted it would be desirable from the architects' viewpoint to have Board approval in early December, so that construction documents could be issued in early January to hit the bid market at a favorable time to receive competitive bids. She noted that a project of this scale is likely to receive considerable attention from bidders.

In response to Board member questions, Business Manager Allard noted that at some point along the same timeline when project estimates are in, the Board could decide to issue bonds under debt extension. She noted that the District could not use those funds to pay itself back for architect fees already incurred on

the project; she also pointed out that arbitrage rules make it critical not to borrow for expenditures that will occur too far in the future either.

Responding to further questions, Ms. Van Sant said that because the project incorporates standards changes recommended in 2012, the design documents should remain useful to the District even if the project is delayed, although it would depend on whether any further changes occur in the design code.

Board questions then focused on the phased approach. Mr. Mackall discussed trade-offs between lower architectural/engineering fees to Fanning Howey for designing all the work as one phase versus the higher construction costs associated with completing such a complex project in one summer. He pointed out the potential for disruption to education in a one-year approach, since the project would need to get underway before the end of school to be completed in the short summer vacation period.

Mr. Mackall and Ms. Van Sant then provided further information about particular items in the project list, including ceiling tile, electrical service upgrade, corridor lighting, and roofing. Board members expressed the desire to salvage or reuse existing materials whenever possible to contain costs and to select exterior options that would provide acceptable solutions aesthetically yet save money.

ACTION ITEM 13-08-1

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, approve to move forward with the design of the Field School project through a phased-in design for HVAC Phase I and Life Safety Phase II.

Action Item  
13-08-1

The votes were cast as follows:

AYES: Zimmerman, Borrelli, Lee

NAYS: Collins, Cameron

PRESENT: None.

ABSENT: Heyde, Paterno

The motion carried.

**FIRST READING OF POLICIES FROM PRESS POLICY  
ISSUES 80, 81, AND POLICY 6:250**

Dr. Bender collected questions from Board members concerning the wording of suggested revisions to Board Policy 6:60. On other policy matters, Assistant Superintendent Hinton reassured the Board that a CPR film has been integrated into health classes at

First Reading of  
Policies From Policy  
Issues 80, 81, and  
Policy 6:250

the middle school level as part of a previous policy change. Assistant Superintendent Martin also reviewed the District's procedures when parents are employed as substitute teachers at their child's school.

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

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

Dr. Bender reported that administration would return at a future meeting with a further recommendation.

Consent Agenda

**CONSENT AGENDA**

**A. PERSONNEL REPORT**

Lidys Aguirre	Employ as Spanish Teacher at Washington School effective August 26, 2013 - \$46,696.00.
Timothy Ciprian	Employ as Before School Child Care Site Coordinator, School TBD effective August 26, 2013 - \$25.00 per hour.
Shannon Fuller	Employ as Science/Language Arts Teacher at Lincoln School effective August 26, 2013 - \$48,437.00.
Kelley Kapple	Employ as Before School Child Care Site Coordinator at Washington School effective August 26, 2013 - \$25.00 per hour.
George Ludkowski	Employ as Night Custodian at Jefferson School effective July 11, 2013 - \$34,332.48.
Suzanne Jobski	Employ as Instructional Resource Assistant at Field School effective August 26, 2013 - \$19,227.98.
Jacqueline Mayer	Employ as (.80) Spanish Teacher at Carpenter/Emerson Schools effective August 26, 2013 - \$37,356.80.
Alexis Migon	Employ as Special Education Assistant at Lincoln School effective August 26, 2013 - \$20,707.05.
Linda Nissan	Employ as Social Worker Teacher at Roosevelt School effective August 26, 2013 - \$55,459.00.
Nicole Parrilli	Employ as C of C Language Arts Teacher at Emerson School effective August 26, 2013 - \$51,929.00.

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Kathleen Mulroe	Employ as Speech Language Pathologist Teacher at Field School effective August 26, 2013 - \$60,490.00.
Michelle Romanek	Employ as Before School Child Care Site Coordinator, School TBD effective August 26, 2013 - \$25.00 per hour.
Patrick Swanson	Employ as School Psychologist at Washington School effective August 26, 2013 - \$63,107.00.
Ashley Arsenault	Rehire as 1st grade Teacher at Roosevelt School effective August 26, 2013 - \$48,437.00.
Andrew Bielenda	Rehire as Physical Education Teacher at Roosevelt School effective August 26, 2013 - \$51,929.00.
Jennifer Buti	Rehire as (.50) Literacy Teacher at Roosevelt School effective August 26, 2013 - \$32,057.50.
Cara Deverman	Rehire as 3rd grade Teacher at Roosevelt School effective August 26, 2013 - \$50,186.00.
Kelsey Engle	Rehire as 4th grade Teacher at Field School effective August 26, 2013 - \$48,437.00.
Amanda Hernandez	Rehire as Spanish Teacher at Roosevelt School effective August 26, 2013 - \$91,862.00.
Jessica Kwasny	Rehire as Music Teacher at Carpenter / Emerson Schools effective August 26, 2013 - \$48,437.00.
Shelli Mata	Rehire as 1st grade Teacher at Carpenter School effective August 26, 2013 - \$48,437.00.
Kelly Olmstead	Rehire and change of Assignment from .5 Assistant at Jefferson School to full-time Assistant at Washington School effective August 26, 2013 - \$18,860.40.
Dina Pappas	Rehire as 5th grade Teacher at Field School effective August 26, 2013 - \$65,865.00.
Julia Risk	Rehire as 4th grade Teacher at Field School effective August 26, 2013 - \$62,371.00.
Katherine Ryan	Rehire as (.60) Speech Language Pathologist at Jefferson School effective August 26, 2013 - \$41,123.39.

Dana Wessel	Rehire as (.50) Special Education Teacher at Private School effective August 26, 2013 – \$27,729.50.
Julie Voigt	Return from Leave of Absence as a .29 Art Teacher at Washington School effective August 26, 2013 - \$22,138.31.
Bessie Grosso	Change of location from Physical Education at Roosevelt School to Physical Education at Carpenter School effective August 26, 2013.
Kathryn Homann	Change of assignment from 7th grade Math/Science at Emerson School to 6th grade Science at Emerson School effective August 26, 2013.
Agnes Adamik	Request Family Illness/FMLA as Early Childhood Special Needs Teacher at Jefferson School effective 8/26/13 – 9/27/13 (tentative).
Ashley Anderson	Resignation as 6th Grade Science/Social Studies Teacher at Emerson School effective July 15, 2013.
Jacqueline Mayer	Resignation as 3rd grade Instructional Resource Assistant at Roosevelt School effective August 1, 2013.
Joanne McCluskey	Resignation as Teacher Assistant at Washington School effective August 5, 2013.

B. BILLS, PAYROLL, AND BENEFITS – July 22, 2013

Bills

10 – Education Fund -----	\$822,705.53
20 – Operations and Maintenance Fund -----	159,707.13
30 – Debt Services -----	200.00
40 – Transportation Fund -----	31,677.53
50 – Retirement (IMRF/SS/Medicare) -----	93,262.38
60 – Capital Projects -----	708,705.48
80 – Tort Immunity Fund -----	4,297.33
90 – Fire Prevention and Safety Fund -----	-
Checks Numbered: 113691 – 113826	
Total:	\$1,820,555.38

Accounts Payable detailed list can be viewed on the District 64 website [www.d64.org](http://www.d64.org) Business Services.

Payroll and Benefits for Month of June 2013

10 - Education Fund-----	\$9,524,975.85
20 - Operations and Maintenance Fund -----	220,464.99
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	342,472.17
80 -Tort Immunity Fund -----	-
Total:	<u>\$ 4,057,286.47</u>

Checks Numbered: 8809 – 9150 Direct Deposit: 900035107 - 900038964

C. BILLS – August 12, 2013

Bills

10 - Education Fund -----	\$1,686,740.82
20 - Operations and Maintenance Fund -----	59,837.12
30 - Debt Services -----	-
40 - Transportation Fund -----	15,406.50
50 - Retirement (IMRF/SS/Medicare) -----	44,488.78
60 - Capital Projects -----	1,938,455.58
80 - Tort Immunity Fund -----	8,392.36
90 - Fire Prevention and Safety Fund -----	-
Checks Numbered: 113851 – 113989	
Total:	<u>\$1,820,555.38</u>

Accounts Payable detailed list can be viewed on the District 64 website  
[www.d64.org](http://www.d64.org) Business Services.

D. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING JUNE 30, 2013

Monthly updates may be viewed on the District 64 website [www.d64.org](http://www.d64.org) > Business Services.

E. ACCEPTANCE OF DONATION

F. APPROVAL TO RENEW WEB FILTERING SYSTEM

G. DESTRUCTION FO AUDIO CLOSED MINUTES

ACTION ITEM 13-08-3

It was moved by Board member Zimmerman and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 12, 2013, which includes the Personnel Report, Bills, Payroll, and Benefits – July 22, 2013; Bills – August 12, 2013; Approval of Financial Update for the Period Ending June 30, 2013; Acceptance of Donation Check; Approval to Renew Web Filtering System; and Destruction of Audio Closed Minutes.

Action Item  
 13-08-3

The votes were cast as follows:

AYES: Lee, Cameron, Borrelli, Zimmerman, Collins

NAYS: None.

PRESENT: None.

ABSENT: Heyde, Paterno

The motion carried.

## **APPROVAL OF MINUTES**

Approval of  
Minutes

### Action Item 13-08-4

Action Item

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, approve the minutes from the Regular Board Meeting of July 8, 2013 and the Closed Session Meeting of July 8, 2013.

13-08-4

The votes were cast as follows:

AYES: Collins, Zimmerman, Borrelli, Cameron, Lee

NAYS: None.

PRESENT: None.

ABSENT: Heyde, Paterno

The motion carried.

## **BOARD MEMBER LIAISON REPORT**

Board Member  
Liaison Report

Dr. Bender commended Board President Borrelli for attending an Illinois Association of School Boards leadership workshop for presidents. As discussed at the workshop, Board President Borrelli noted he would like to consider developing an annual calendar of agenda items to guide the Board's work and provide a tool for Board self-evaluation.

## **OTHER DISCUSSION AND ITEMS OF INFORMATION**

Dr. Bender reported on the Board's planned two-day meeting August 16-17, which has shifted from a retreat format to a study session. Board President Borrelli and Vice President Zimmerman are working with him to finalize the agenda. The next regular meeting is August 26; a draft agenda was provided. Dr. Bender distributed a cover of the "Facilities Engineering Journal" describing a new certification program organized in Illinois by District 64's Director of Facility Management; the District's Public Information

Other  
Discussion  
and Items of  
Information



Coordinator contributed the cover photo. He also distributed news releases about the 2013-14 budget hearing, back-to-school schedule and parent nights. Dr. Bender invited all Board members to attend the morning Institute Day program on Monday, August 26 to kick-off the new school year with teachers and staff.

**ADJOURNMENT**

Adjournment

At 8:43 p.m., it was moved by Board member Cameron and seconded by Board member Zimmerman to adjourn. The motion carried by voice vote.

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President

\_\_\_\_\_  
Secretary