

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board Meeting held at 7:30 p.m.
September 23, 2013
Roosevelt Elementary School – North Gym
1001 S. Fairview
Park Ridge, IL 60068**

Board President Borrelli called the meeting to order at 7:30 p.m. Other Board members present were Dathan Paterno, Scott Zimmerman, Vicki Lee, John Heyde, and Terry Cameron; Board member Dan Collins was absent. Also present were Superintendent Philip Bender, Assistant Superintendents Lori Hinton and Joel T. Martin, Business Manager Becky Allard, Director of Special Education/Pupil Services James Even, Director of Technology Terri Bresnahan, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm and approximately 45 members 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>

**PLEDGE OF ALLEGIANCE AND WELCOME/
"BEYOND THE BELL PROGRAM UPDATE"**

Pledge of Allegiance
and Welcome
/"Beyond the Bell"
Program Update

Principal Kevin Dwyer introduced Roosevelt Scouts to lead the Pledge and the Roosevelt Pledge of Respect. Assistant Principal Sia Albans reported on more than 50 students who participated in a summer reading project, 20 minutes daily, and came in monthly to check in with Dr. Dwyer. Co-President Jen Rabito described the many ways PTO supports the school, including an effort to raise \$35,000 at the annual student Track-a-thon this week to benefit the reading environment in the library, playground upgrades, and classroom curriculum materials. Dr. Dwyer then updated the Board about the "Beyond the Bell" before and after school child care program being piloted at Roosevelt this year under the supervision of the Park Ridge Park District. He reported that enrollment in the program has exceeded expectations and shared photos of the engaging, collaborative and fun activities offered to students each day. Dr. Dwyer thanked Park District Coordinator Mary Bart and acknowledged program members present. He reviewed the steps ahead to report a recommendation to the Board at the October 28 meeting to transfer operation of the program at all elementary schools to the Park District effective 2014-15. Board President Borrelli thanked Dr. Dwyer, the PTO President, scouts and the school for its warm welcome.

PUBLIC COMMENTS

Public
Comments

Board President Borrelli invited comments on items not on the agenda this evening. Comments were received from:

- Roosevelt parent Beth Woods addressed the Board about the food policy regarding snacks and party treats, and urged the District to adopt a consistent policy to allow only fruits and vegetables if anything is allowed.
- Parent Katie Ranalli, a District 71 teacher, also addressed the Board about the food policy, and noted the responsibility placed on teachers to monitor permission forms and the possible consequences to a student if a mistake is made.

DISCUSSION ON PROCUREMENT OF NATURAL GAS AND ELECTRICITY

Discussion on Procurement of Natural Gas and Electricity

Business Manager Allard recommended the District pursue a more aggressive risk management approach in its utility procurement to replace the current electricity contract expiring on December 31, 2013 and the natural gas on March 31, 2014, which are overseen by Facility Director Mackall. Monica Schmidt from Constellation New Energy reported on its work with school districts to manage energy costs. She noted that in the past, District 64 had utilized a 100% fixed price for both natural gas and electricity, but that a diversified approach of spot purchasing and fixed contracts would be more favorable. She noted that Constellation was offering to reduce its management fees by 20%.

Board members then discussed the current energy markets and the ability for the District to gain flexibility through a more highly managed approach that allows for greater flexibility in capturing advantages in market fluctuations. Ms. Allard noted she would bring the recommendation to the Board at the October 28 meeting to name Constellation as a business partner for energy procurement.

ADOPTION OF FY14 DISTRICT 64 BUDGET

Adoption of FY14 District 64 Budget

Ms. Allard reported that Board action at this time is the result of internal work on the budget since January and Board review since the first draft was presented in May. She noted that no changes had been made since the August 26 draft, and that the Board tonight was asked to approve the budget in its legal form as required by the Illinois State Board of Education.

Board President Borrelli invited public comment; no comments were offered.

ACTION ITEM 13-09-6

Action Item 13-09-6

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, adopt the Budget for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014, as presented.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

SIXTH DAY OF ENROLLMENT REPORT

Sixth Day of
Enrollment
Report

Business Manager Allard reviewed the class size guidelines by grade level, and announced that the 2013-14 enrollment on the 6th day of school is 64 more students than last year. She noted that the enrollment is 73 students more than the “most likely” series B projections from consulting demographer Dr. John Kasarda, and that the Board had authorized an update to the December 2009 analysis. Ms. Allard responded to Board member questions about enrollment changes and how the new enrollment study figures will be integrated into the annual financial projections update in February. Dr. Bender also noted that more students entered middle schools this year, and that the District later this fall will review how the 28-student guideline assigned to homerooms translates into fluctuating class sizes during the day, particularly for social studies and science.

DISCUSSION: NON-PAYMENT OF STUDENT FEES

Discussion:
Non-Payment of
Student Fees

Business Manager Allard reported on the lost income from unpaid required student fees in the past two years, and for the current year to date. For 2011-12, about 3.7% of enrolled students at a cost of about \$41,000 did not pay, and 4.6% or \$53,000 did not pay in 2012-13; the preliminary number for the current year is about 20.4%, which is typical for this time of year. She described the District’s practices to collect the funds owed, and noted the Business Office is investigating the use of a collection agency to collect unpaid fees from the two prior years. She noted the figures presented did not include students who qualify for fee waivers.

Ms. Allard then responded to Board member questions about current practices for working with parents and for follow-up on collections, and how a collection agency would work. Board members shared their concerns regarding equity if families do not face consequences for non-payment and discussed ideas for stepped up outreach to those in arrears. Dr. Bender noted his work with a collection agency in a previous district and the need to remain sensitive to families who may be in genuine need. Based on this discussion, administration will return with a further proposal for the Board’s consideration on how to proceed.

DISCUSSION: TIMELINE OF PROPOSED BOND SALE TO FUND CAPITAL PROJECTS

Discussion:
Timeline of
Proposed Bond
Sale to Fund
Capital Projects

Business Manager Allard presented a proposed preliminary timeline for a bond sale to fund the Field School HVAC capital project, as outlined in the Board’s 2013-15 consensus goal to utilize

debt extension bonds going forward for further capital projects. The schedule identifies the multiple steps in the process, beginning with an in-depth discussion at the November 18 meeting based on more accurate project design costs now being prepared by the District's architects, followed by passage of a resolution of intent at the December 16 meeting. The timeline also details the public notice and hearing requirements that must be fulfilled, which would occur in early 2014 in order for the bonds to be issued in March-April. Ms. Allard responded to Board member questions about the steps in the process, the potential size and structure of the bond issuance, how repayment would begin after the District's final bonds related to Emerson Middle School are retired in 2016-17, its impact on taxpayers, and the possibility of splitting the issuance over two years since the work itself is likely to occur in both summer 2014 and 2015.

RESOLUTION # 1104 REGARDING THE SCHOOL DISTRICT TO PAY CERTAIN INVOICES PRIOR TO BOARD APPROVAL AT THE OCTOBER 28, 2013 REGULAR BOARD OF EDUCATION MEETING

Resolution #1104
Regarding the School District to Pay Certain Invoices Prior to Board Approval at the October 28, 2013 Regular Board of Education Meeting

Business Manager Allard reported that the District is still processing orders and invoices for materials and supplies received over the summer, and that the span until the October 28 Board meeting is quite lengthy. She requested the Board authorize the District to pay bills of a due date up to and including October 15, 2013; the two largest would be for construction payments related to summer 2013 projects and employee health insurance. She responded to Board member questions about current practices and avoiding late fees.

ACTION ITEM 13-09-7

Action Item
13-09-7

It was moved by Board member Lee and seconded by Board member Heyde that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt Resolution #1104 regarding the School District to pay certain invoices prior to Board approval.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

John Crowl	Employ as Special Needs Assistant at Franklin School effective September 12, 2013 - \$17,946.11.
Christopher Hylton	Employ as (.22) Music Teacher at Emerson School effective November 22, 2013 - \$6,663.60.
Megan Magnuson	Employ as Special Needs Assistant at Field School effective September 18, 2013 - \$17,551.69.
Louise Wacker	Employ as Before School Supervisor at Field School effective September 6, 2013 - \$12.00 per hour.
Julie Chalberg	Request Leave of Absence, Request Maternity/FMLA as 1st grade Teacher at Field School effective November 29, 2013 - December 2, 2013 (tentative).
Theresa Moore	Request Leave of Absence, Maternity/FMLA as Special Needs Assistant at Lincoln School effective October 25, 2013 - June 13, 2014 (tentative).
Jamie Brown	Resign as Instructional Resource Assistant at Washington School effective September 13, 2013.
Julia Mitchell	Retire as Pre-School Assistant at Jefferson School 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-----	\$ 785,346.67
20 - Operations and Maintenance Fund -----	162,286.94
30 - Debt Services-----	-
40 - Transportation Fund -----	-
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	821,936.54
80 - Tort Immunity Fund -----	10,831.92
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 114799 - 114960

Total: \$1,780,402.07

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

Payroll and Benefits for Month of August 2013

10 - Education Fund -----	\$2,180,860.55
20 - Operations and Maintenance Fund -----	358,508.71
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	160,550.38
80 - Tort Immunity -----	<u>-</u>

Checks Numbered: 9231 – 9321
Direct Deposit: 900039351 - 900040275

Total: \$2,699,919.64

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING
AUGUST 31, 2013

D. ANNUAL APPLICATION FOR RECOGNITION OF SCHOOLS

E. DESTRUCTION OF AUDIO CLOSED MINUTES

ACTION ITEM 13-09-8

Action Item
13-09-8

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 September 23, 2013, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Financial Update for the Period Ending August 31, 2013; Annual Application for Recognition of Schools; and Destruction of Audio Closed Minutes.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

Superintendent Bender noted one typographical correction to the September 9 regular Board meeting minutes and provided Board members with the corrected page.

ACTION ITEM 13-09-9

Action Item
13-09-9

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 minutes from the: Special Board Meeting of September 9, 2013 as amended; Closed Session of September 9, 2013; Closed Session of August 26, 2013; Committee-of-the-Whole of August 26, 2013; and Regular Board Meeting of August 26, 2013.

The votes were cast as follows:

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

NAYS: None.

PRESENT: Zimmerman

ABSENT: Collins

The motion carried.

BOARD MEMBER LIAISON REPORT

Board Member
Liaison Report

Board members Cameron and Lee reported on the Elementary Learning Foundation plans for the Casino Night fund-raiser in January and its mission to raise funds and give them away to support innovative education. Board member Lee also reported on information presented at a recent ED-RED legislative briefing on various education topics. Dr. Bender noted that District 64 is one of only 89 Illinois districts that offer only half-day Kindergarten.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Bender noted the inclusion in the packet of a FOIA request and the annual ISBE administrator and teacher salary and benefits report for 2013. Facility Director Mackall reviewed the status of summer 2013 projects at Field, Franklin, Lincoln and Carpenter, and provided photographs of work areas. He also provided an update on a security survey of all schools being prepared by an outside consultant, which will be presented to the Board later this fall. He also reported that at the request of Board President Borrelli, he had contacted the Village of Niles regarding any restrictions on District 64 to place an electronic sign at Emerson Middle School and had also contacted the Niles Public Library to determine its 2008 sign cost \$30,000. Mr. Mackall estimated that a sign for Emerson would likely cost between \$12,000-\$30,000 depending on its overall design and electronic features.

ADJOURNMENT TO CLOSED SESSION

At 9:12 p.m. it was moved by Board President Borrelli and seconded by Board member Zimmerman to adjourn to closed session to discuss performance of specific employees [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:

Board of Education Minutes
September 23, 2013

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

The regular Board meeting adjourned from closed session at 10:27 p.m.

President

Secretary