

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting held at 6:30 p.m.
June 9, 2014
Field Elementary School – North Gym
707 N. Wisner Avenue
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:32 p.m. Other Board members in attendance were Terry Cameron, Dathan Paterno, Scott Zimmerman, John Heyde and Vicki Lee. Board member Dan Collins was not in attendance. Also present were Superintendent Philip Bender, Assistant Superintendents Lori Hinton and Joel T. Martin, Director of Special Education/Pupil Services James Even, Director of Technology Terri Bresnahan, Chief School Business Official Becky Allard, Director of Facility Management Scott Mackall, Public Information Coordinator Bernadette Tramm, and 15 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>

**APPOINTMENT OF DIRECTOR OF SPECIAL
EDUCATION/PUPIL SERVICES**

Appointment of
Director of
Special
Education/Pupil
Services

Dr. Bender introduced Jane Boyd to replace James Even, who is retiring on June 30 after three years of service to District 64. He reported on the multi-step process to select Ms. Boyd and gave a brief summary of her accomplishments in a lengthy career in special education beginning as a classroom teacher and moving into increasingly responsible roles as an administrator. Board President Borrelli invited comment from Board members and then from the public; none were received.

ACTION ITEM 14-06-1

Action Item
14-06-1

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of Jane Boyd as the Director of Special Education/Pupil Services beginning July 1, 2014 through June 30, 2015.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

APPOINTMENT OF WASHINGTON ELEMENTARY SCHOOL PRINCIPAL

Appointment of
Washington
Elementary
School Principal

Dr. Bender introduced Stephanie Daly as the next principal of Washington School. Ms. Daly is currently assistant principal shared between Carpenter and Franklin elementary schools. He described the multi-step selection process and gave a brief summary of her career in education. In response to a Board member question, Dr. Bender confirmed that the Washington parent community had been involved in the selection process. Board President Borrelli invited further Board member comments and then public comments; none were received.

ACTION ITEM 14-06-2

Action Item
14-06-2

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 the appointment of Stephanie Daly as the Principal at Washington Elementary School beginning July 1, 2014 through June 30, 2015.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

PUBLIC COMMENTS

Public
Comments

Board President Borrelli invited public comments for items not on the agenda. A comment was received from Washington parent Rob Schoenstedt concerning the turnover in the principal post at the school in the last four years. Several Board members offered their perspectives on the timing of the administrative changes that have occurred.

APPROVAL OF MERIT-BASED COMPENSATION FOR BUILDING AND DISTRICT ADMINISTRATORS

Approval of Merit-
Based Compensation
for Building and
District Administrators

Dr. Bender reported on the evolution of the merit-based pay and evaluation system for administrators, which was effective beginning July 1, 2013 and is consistent with the Board's goal. He reported that 2013-14 school year was the second year for utilizing the Illinois Principal Evaluation Plan; the GNOMON Evaluation Plan continued to be used for all other District administrators. He noted that a rubric with those evaluation

tools was used to develop a scoring mechanism for use in determining ranking. Dr. Bender recommended that based on their individual scores, the salary increases recommended are between 2.0% and 2.75%, with an average of 2.56%. In response to Board member questions, he confirmed that administrators do not receive any other step or lane increases, as do teachers.

ACTION ITEM 14-06-3

Action Item
14-06-3

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 salary increases for administrators as presented.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Zimmerman, Paterno

NAYS: Borrelli

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR SECRETARIAL STAFF
EFFECTIVE JULY 1, 2014**

Board President Borrelli noted that the recommended increase is aligned with conversations between the Board and this employee group last year and this year to move away from traditional step increases over a two-year period, by providing a 3.5% raise for both 2013-14 and 2014-15. He noted that this increase was designed to maintain the level of income the secretarial staff would have received had they not lost their step increase, and that a merit-based system would be formulated for use as a tool in determining 2015-16 salary increases.

ACTION ITEM 14-06-4

Action Item
14-06-4

It was moved by Board member Heyde and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for the Secretarial Staff Effective July 1, 2014.

The votes were cast as follows:

AYES: Zimmerman, Borrelli, Cameron, Heyde, Lee

NAYS: Paterno

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR
CUSTODIAL/MAINTENANCE STAFF EFFECTIVE JULY 1,
2014**

Approval of Salary
Increases for
Custodial/Maintenance
Staff Effective July 1,
2014

Board President Borrelli noted that conversations had occurred last year and this year with this employee group similar to those with the secretarial staff, to move away from step increases over a two-year period by providing a base hourly increase of 3.5% for both 2013-14 and 2014-15. He noted that this increase was designed to maintain the level of income the custodial/maintenance staff would have received had they not lost their step increase, and that a merit-based system would be formulated for use as a tool in determining 2015-16 salary increases.

ACTION ITEM 14-06-5

Action Item
14-06-5

It was moved by Board member Heyde and seconded by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the salary increases for the Custodial/Maintenance Staff Effective July 1, 2014.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Borrelli, Zimmerman

NAYS: Paterno

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR EXEMPT STAFF
EFFECTIVE JULY 1, 2014**

Approval of
Salary Increases
for Exempt Staff
Effective July 1,
2014

Dr. Bender reported that similar to other employee groups, administration is recommending a base hourly increase of 2% for all exempt employees. In response to Board member questions, he confirmed that a rubric for evaluation is being developed for use going forward.

ACTION ITEM 14-06-6

Action Item
14-06-6

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 salary increases for the Exempt Staff Effective July 1, 2014.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR TECHNOLOGIST
STAFF EFFECTIVE JULY 1, 2014**

Approval of Salary
Increases for
Technologist Staff
Effective July 1, 2014

Dr. Bender noted that administration was recommending a base hourly increase of 2% for technologists, and that this group would also fall under the merit system for next year. In response to Board member questions, he confirmed that they do not receive step or lane increases as teachers do.

ACTION ITEM 14-06-7

Action Item
14-06-7

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 the salary increases for the Technologist Staff Effective July 1, 2014.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF SALARY INCREASES FOR HOURLY
EMPLOYEES EFFECTIVE JULY 1, 2014**

Approval of Salary
Increases for Hourly
Employees Effective
July 1, 2014

Dr. Bender reported that this group differed from the others presented for consideration and approval this evening, and recapped the realignment in entry level hourly rates that had occurred last year. He stated that administration was recommending a base hourly increase of 2% for hourly employees, and that the starting hourly rates remain fixed at their current levels. Dr. Bender and Assistant Superintendent Martin confirmed that this group of employees does not receive step or lane increases, and that a merit system would not apply.

ACTION ITEM 14-06-8

Action Item
14-06-8

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, approve the salary increases for the current Hourly Staff Effective July 1, 2014.

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Zimmerman

NAYS: Borrelli, Paterno

PRESENT: None.

ABSENT: Collins

The motion carried.

BACKGROUND AND APPROVAL OF MERIT AWARD PROGRAM 2013-14

Background and
Approval of Merit
Award Program
2013-14

Dr. Bender reported that the District has had a tradition of offering merit awards yearly, and that for over 20 years, the Superintendent has honored selected individuals with a one-time cash award ranging from \$500 - \$2,500 based on exemplary performance and leadership as identified through the administrative performance/evaluation tool. He noted that a pool of \$25,000 is traditionally provided for this program, and if so approved by the Board, he would introduce the 2013-14 merit award winners and describe their specific accomplishments.

Board members then shared their views and questions about the program related to the program's goal; effectiveness as an incentive for increasing excellence; inclusion of administrators in their final year with the District; distinction of awards being made solely on recommendation of the Superintendent for work already completed during 2013-14 school year; previous Board discussions to establish the current program; and current concerns about the District's budget. It was further noted that the Board had previously scheduled to discuss the overall program at the July 14 meeting.

ACTION ITEM 14-06-9

Action Item
14-06-9

It was moved by Board member Cameron that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, remove Dr. Terri Bresnahan and Mr. James Even from the Merit Awards for 2013-2014 as presented.

There was no second to the motion.

It was moved by Board member Heyde and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Merit Awards for 2013-2014 as presented.

The votes were cast as follows:

AYES: Heyde, Zimmerman

NAYS: Lee, Cameron, Borrelli, Paterno

PRESENT: None.

ABSENT: Collins

The motion failed.

Board members continued to discuss the Superintendent's merit award program as part of the evaluation and compensation program for administrators, and the need to offer clear direction going forward.

UPDATE ON BOARD GOAL/COMMUNICATIONS #1-WEBSITE

Update on Board
Goal/Communications
#1-Website

Technology Director Bresnahan and Public Information Coordinator Tramm provided a preview of the District's new website, which includes a complete revamping of both the District and school sites. They pointed out key features, which were developed based on an in-depth study completed by an outside consultant, including: emphasis on a user-focused experience recognizing that different users have different needs and interests; enhanced search capability; consistent layout across District and school sites; prominent access to calendars/events; "responsive" design that adapts automatically to cell phones, tablets, laptops, etc.; clear navigation; and school information separated from District information. Dr. Bresnahan and Ms. Tramm responded to Board member questions about the functions of various features, accessibility of Board meeting and financial information, and search capability. They also described the timeline for the official launch later in June, as well as training, feedback and continued development going forward.

DISCUSSION OF BOARD MEMBER VACANCY

Discussion of Board
Member Vacancy

Board President Borrelli presented a proposed timeline to follow based on Board Policy 2:70 to review applications and select a replacement for the vacancy created by the resignation of Board Secretary Terry Cameron, which will be effective June 30. Based on the already established deadline of June 23 to receive applications, Board President Borrelli suggested that special meetings be held on: June 30 to review all applications received by the deadline; July 7 to interview selected finalists; and July 11 to vote on the appointment and swear in the new member. Board President Borrelli noted that the Board could appoint a temporary secretary for the July 7 meeting and vote on a permanent replacement at the July 11 meeting. There was general consensus among the Board for this timeline, however Board member Zimmerman stated he would not be in attendance on July 11 however a quorum should still be present.

FIRST READING AND APPROVAL OF BOARD POLICY 2:70

First Reading
and Approval of
Board Policy 2:70

Board President Borrelli then turned to a discussion of how the Board's deliberations concerning the Board candidate applications should be conducted, noting that Board Policy 2:70 states that the Board may invite prospective candidates for personal interviews to be conducted during duly scheduled closed meetings. He noted the policy is in conformance with the Open Meetings Act that provides this exemption for a closed session. Board members then discussed whether all or a portion of the process should be conducted in open session, and the rationale for doing so, and whether the policy should be changed all in one step by Board action at tonight's meeting to give clear direction of the Board's intent to the community and prospective candidates. Board members suggested various wording to separate the candidate interviews from the Board's deliberations, and reached consensus that it would be beneficial to move forward tonight.

ACTION ITEM 14-06-10

Action Item
14-06-10

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 the changes to Board Policy 2:70 as presented and to include the additional words at the end of the final sentence: "and candidate deliberations to occur in closed session."

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF THE FARNSWORTH GROUP PROPOSAL
FOR RETRO-COMMISSIONING SERVICES FOR
CARPENTER ELEMENTARY SCHOOL**

Approval of the
Farnsworth Group
Proposal for Retro-
Commissioning
Services for Carpenter
Elementary School

Chief School Business Official Allard presented a recommendation to utilize the Farnsworth Group to provide retro-commissioning services for Carpenter School HVAC. She provided background information about the continuing problems at Carpenter, and noted this independent review would provide a third-party professional evaluation of the system design, equipment selected and installed, quality of the installation, and operation of the system installed directly to the District. She reported that Farnsworth has already been engaged as part of the Field School project this summer, and that this work would be separate from those activities. Ms. Allard and Facility Management Director Mackall responded to Board member questions concerning the timeline, areas to be reviewed, potential cost-sharing of the review, Farnsworth's relationship to architects Fanning Howey, and process used to select Farnsworth and its professional reputation. During

this period, Board members shared their views and expressed their frustrations concerning the ongoing problems at Carpenter, focusing on the added cost for this review, and the imperative to find answers as soon as possible, determine responsibility, and develop solutions. Ms. Allard noted various alternatives, such as performance bonds, available to the District to recoup funds as the situation becomes clearer through the Farnsworth report.

Board President Borrelli invited public comments on the proposal. Carpenter Principal Brett Baldulf noted that although the most recent problem affected zone 3 as stated earlier this evening, the operation of both the heating and cooling of the entire school continues to be the issue.

ACTION ITEM 14-06-11

Action Item
14-06-11

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 the contract for retro-commissioning services with the Farnsworth Group for the lump sum fee of \$64,869.57.

Following further discussion, it was then moved by Board member Paterno and seconded by Board member Cameron to amend the motion to approve the contract for time and materials not to exceed \$64,869.57.

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

Board member Zimmerman requested to remove the Memorandum of Understanding regarding psychologists originally included in the Consent Agenda to a separate action item.

A. PERSONNEL REPORT

Jane Boyd	Employ as Director of Special Education/Pupil Services effective July 1, 2014 - \$126,000.
Monica Bridges	Employ as 10-month School Secretary at Carpenter School effective August 11, 2014 - \$18.65.

Ashley Carlborg	Employ as (.60) Speech Language Pathologist at Jefferson School effective August 25, 2014 - \$38,211.00.
Max Hellermann	Employ as Music – Instrumental-Orchestra Teacher at Lincoln School effective August 25, 2014 - \$54,783.00.
Stephanie Daly	Change of Assignment from Elementary School Assistant Principal for Franklin/Carpenter Schools to Elementary School Principal for Washington School effective July 1, 2014 - \$109,000.
Kristie Harvalis	Request Maternity / FMLA as 5th Grade Teacher effective 8/25/14 – 9/15/14 (tentative) - Roosevelt School.
Helene Zukas	Request Maternity / FMLA as TPI Teacher effective 12/6/14 – 3/2/15 (tentative) - Roosevelt School.
Julia Simone	Extend Employment as Summer Registration Secretary June 23 through August 8, 2014 - ESC (9-2 Monday-Thursday).
Rebecca Glans	Employ as Summer School Early Childhood Teacher effective 6/23/14 - Jefferson School.
Afreen Firdous Rachel Hubbard Mary Lou Jaros Bradley Stetzenmeyer	Employ as Summer School Early Childhood Assistants effective 6/23/14 - Jefferson School.
Nicole Thomas	Employ as Summer School Special Education Assistants effective 6/17/14 - Washington School.
Lisa Anderson Ashley Arsenault Betty Berg Melisa Bergen Myra Berko Andrew Bielenda Jamie Brown Katelyn Elder Caitlin Eskew Cara Filipiak Holly Handler Valerie Heichel Andrea Hetzke Amanda Hurst Pat Jasinowski	Employ as Summer School Teachers effective 6/17/14 - Washington School. Technologist *Plus Bus Stipend Employ as Summer School Teachers effective 6/17/14 - Washington School (continued). Technologist

Brittney Joyce Colleen King Jean Kulnig Sara Malecki Catherine Mayer Jacqueline Mayer Patricia Mayer Shirlee Pater Rene Polinski Erin Roche Alex Rubenstein Amy Sara Maureen Schelhammer Alex Shalzi Sara Slimak Linda Thomas Leslie Wesolowski Cheryl Williams	
Ashley Apa Melisa Bergen Gisella Calo Kelly Fleck Kayla Forsythe Jennifer Ghisolf Emma Hogan Amanda Hurst Elisabeth Jacobsen Georgeanne Jaffe Katie Kennedy Colleen King Katherine Kopoulos Karin Lennon Ceci Li Bandon Nidea Hailey Pater Janice Roche Nancy Stummer Taylor Sutscheck Susan Sweeney Margaret Thomas- Cary Anna Toulon Katie Walsh	Employ as Summer School Assistants effective 6/17/14 - Washington School.
Christine Balcarcel (Plus book bag coordinator)	Employ as Summer School Teachers effective 6/17/14 - Lincoln School.

<p>Erica Bartnicki Terry Broeker Karen Corsello Taylor Crowley Elina Eramia Josh Hammond Maureen Heneghan Sue Herman Rich Hobson Emily Hrobsky Brian Jacobi Elisabeth Jacobsen Natalie Jacobsen Mike Johnson Justin Jonas Pam Karnatz Franny Keyes Jessica Kwasny Chris LoPresti Lauren Maloney Brandi Medal Theresa Moore Timothy Moore Mark Pancini Paula Papaioannou Amanda Pelsor Christie Rubeo Aaron Schauer Julie Viola Asma Yazdani</p>	<p>Technologist</p> <p>*Plus Bus Stipend</p>
<p>Grace Householder Lindsay Jozwiak Chris LoPresti Mark Pancini Brittany Pater Nicole Roman Deborah SanGabino Antoinette Viola Victoria Viola Asma Yazdani</p>	<p>Employ as Summer School Assistants effective 6/17/14 - Lincoln School.</p>

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

B. BILLS

10 – Education Fund -----	\$ 185,287.82
20 – Operations and Maintenance Fund -----	159,928.60
30 – Debt Services -----	-
40 – Transportation Fund -----	135,278.90
50 – Retirement (IMRF/SS/Medicare) -----	-
60 – Capital Projects -----	4,152.41
80 – Tort Immunity Fund -----	63,723.00
90 – Fire Prevention and Safety Fund -----	<u>-</u>

Checks Numbered: 117519 – 117651

Total: \$ 548,370.73

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

**C. APPROVAL OF INTERGOVERNMENTAL AGREEMENT FOR SHARED
ASSISTIVE TECHNOLOGY SERVICES 2014-15**

D. APPROVAL OF ANNUAL TECHNOLOGY PURCHASES

ACTION ITEM 14-06-12

Action Item
14-06-12

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 June 9, 2014, which includes the Personnel Report, Bills, Approval of Intergovernmental Agreement for Shared Assistive Technology Services 2014-15 and Approval of Annual Technology Purchases.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

**APPROVAL OF MEMORANDUM OF UNDERSTANDING
INCLUSION OF PSYCHOLOGISTS IN THE PREA
BARGAINING UNIT AND IMPACT OF REDUCTION-IN-
FORCE**

Board member Zimmerman shared his concerns about how the proposed agreement would impact individual employees. Board President Borrelli and other Board members reviewed the key issues and history of the negotiations with the psychologists and

Approval of
Memorandum of
Understanding
Inclusion of
Psychologists in the
PREA Bargaining
Unit and Impact of
Reduction-in-Force

PREA to reach this agreement, which is intended to incorporate the psychologists into the Park Ridge Education Association (PREA).

ACTION ITEM 14-06-12a

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 the Memorandum of Understanding Inclusion of Psychologists in the PREA Bargaining Unit and Impact of Reduction-in-Force.

Action Item
14-06-12a

The votes were cast as follows:

AYES: Lee, Heyde, Cameron, Borrelli, Paterno

NAYS: Zimmerman

PRESENT: None.

ABSENT: Collins

The motion carried.

BOARD MEMBER LIAISON REPORT

Board Member
Liaison Report

There were no reports.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Other Discussion
and Items of
Information

Dr. Bender pointed out items provided for the Board's review, including upcoming meeting agendas, an update on student learning - instructional technology coaching, and an update on the new Infosnap online registration process for families.

Dr. Bresnahan responded to Board member questions about the equipment to be included in the refresh cycle, as approved in the annual technology purchase approved in the consent agenda. Board members also commented on the breakdown information on student fees included with the Infosnap registration this year.

ADJOURNMENT TO CLOSED SESSION

Adjournment to
Closed Session

At 9:12 p.m., it was moved by Board President Borrelli and seconded by Board member Heyde to adjourn to closed session to discuss: litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes [5 ILCS 120/ 2(c)(11)], with no action to be taken and not to return to open session.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

The closed session was adjourned at 10:10 p.m.

President

Secretary