

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

**Minutes of the Special Meeting held at 6:30 p.m.**

**September 8, 2014**

**Jefferson School – Multipurpose Room**

**8200 Greendale Avenue**

**Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:33 p.m. Other Board members present were Dan Collins, Scott Zimmerman, Vicki Lee, and John Heyde. Board member Bob Johnson participated by phone. Board member Dathan Paterno arrived at 6:39 p.m. Also present were Superintendent Laurie Heinz, Assistant Superintendents Joel T. Martin and Lori Lopez, Chief School Business Official Becky Allard, Director of Facility Management Scott Mackall, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Special Education/Pupil Services Jane Boyd, 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/boe/board-of-education-meetings.cfm>

The Board convened a Committee-of-the-Whole: Review Final Draft of 2014-15 Budget at 6:37 p.m.

The Board adjourned from the Committee of the Whole: Review Final Draft of 2014-15 Budget at 7:23 p.m. It was moved by Board President Borrelli and seconded by Board member Heyde to convene a Public Hearing on the Budget and reconvene the special meeting immediately thereafter, which was approved by voice vote.

**PUBLIC HEARING**

The Board convened to a Public Hearing on the Budget at 7:24 p.m. Board President Borrelli invited public comment; none was received.

Public Hearing on  
the Budget

There being no comment, Board President Borrelli adjourned the hearing and after a brief recess, resumed the special meeting at 7:32 p.m.

**PUBLIC COMMENTS**

Board President Borrelli invited public comments on topics not on the agenda, which were received as follows:

Public  
Comments

- A parent of a grade 5 student recommended that a procedure be established for parents to have further recourse to object to the assignment of their child to a homeroom teacher when channels to object the placement have been exhausted at the local school level.

- Sandra Padron inquired whether the procedure was going to be discussed publicly.

## **OPENING DAYS OF SCHOOL**

### **Opening Days of School**

Dr. Heinz reported that the District was now in week three of the new school year. She briefly reviewed the first days of the new term that brought almost 4,400 students to District 64 schools. She reported on transportation, the preparations teachers made in their classrooms, and the facilities. Dr. Heinz reported that she had visited all the schools, that assemblies and other introductory activities were being held, and that students were engaged in learning from the start, including working with the new Chromebooks. She reported that Roosevelt had experienced an unplanned fire drill, but that students and staff had responded safely without hesitation according to established procedures. She noted that the PTO/As were sponsoring picnics and other back-to-school events, and that their meetings were in full swing. She expressed pride in the students, staff and families for the very smooth start to the year. Board members expressed appreciation for her high level of communication as Superintendent and also at the building levels from the principals; the prompt and seamless response at Roosevelt also was praised.

## **CARPENTER CONSTRUCTION UPDATE**

### **Carpenter Construction Update**

Facility Management Director Mackall presented Nick Papanicholas, Jr. from Nicholas & Associates, who has been engaged as the District's new construction manager for the remedial work at Carpenter School. Mr. Papanicholas described his firm's extensive experience in the K-12 public education field locally and its familiarity with the Carpenter contractor F.E. Moran. He noted that the Farnsworth report had been fully reviewed by the engineers and contractor, and that the site superintendent from his firm assigned to the project was from Park Ridge. Mr. Mackall noted that the recent meeting to review the report with the full team was very positive in tone. Mr. Papanicholas reported that the list of action items was being assigned a timeframe for the duration and completion of the work, which will be done in a timely manner. In response to Board member questions, Mr. Papanicholas noted the work would require some cold weather and would be done over the next four weeks, at which time it would be possible to determine if there are other issues with the building. He assured the Board that his firm's experience in working with a similar system at Deerfield, especially the integration of the control systems, would be of tremendous value to Carpenter.

## **2015 SCHOOL BOARD ELECTION OUTREACH**

### **2015 School Board Election Outreach**

Board President Borrelli noted that changes in state law would impact the next school board election in April 2015. He highlighted the changes outlined in a memo from Dr. Heinz, and noted that the Cook County Clerk had just today announced the candidate filing schedule. He pointed out that District 64 would again host an informational event for interested community members in

October, and also would provide helpful information on the website on the new procedures for filing.

### **CENTRAL OFFICE HIRING FOR 2015-16**

Central Office  
Hiring for 2015-16

Assistant Superintendent Martin reviewed the process to be followed to identify a new chief school business official for 2015-16, due to the retirement of Ms. Allard. He presented a packet from the Illinois Association of School Business Officials that outlines the parameters and timeframes to seek a candidate. He reviewed the steps and a potential timeline for this fall, which would result in bringing a candidate to the Board for approval prior to the holiday season. Mr. Martin noted that a discussion with the Board could occur later in September concerning the position description and the salary range, so that the outreach effort could begin in October. Dr. Heinz reiterated that she would like to move forward promptly.

Board members discussed what overlap might be needed with the incoming individual and Ms. Allard. They also discussed the role of the Board in confirming an appointment brought forward by Dr. Heinz; Dr. Heinz stated that she would invite a Board member to participate in the interview process similar to what was done for the position of Director of Innovation & Instructional Technology.

### **CONSENT AGENDA**

Consent  
Agenda

#### **A. PERSONNEL REPORT**

Peggy De Lacy	Employ as Lunch Program Supervisor at Roosevelt School effective August 28, 2014 - \$12.00.
Firdous Afreen	Employ as (.64) Extended Day Assistant at Jefferson School effective August 25, 2014 - \$13,261.24.
Lindsay Fallico	Employ as Extended Day Assistant at Jefferson School effective September 9, 2014 - \$19,925.36.
Dimitra Katsoulis	Employ as Special Needs Assistant at Field School effective August 25, 2014 - \$19,608.22.
Debbie Keane	Employ as Lunch Program Supervisor at Roosevelt School effective August 25, 2014 - \$12.00.
Joan Lindgren	Employ as Special Needs Assistant at Lincoln School effective August 25, 2014 - \$21,116.55.
Kevin Muszynski	Employ as Substitute Lunch Program Supervisor at Carpenter School effective August 25, 2014 - \$12.00.
Kristin Nicholson	Employ as Lunch Program Supervisor at Franklin School effective August 25, 2014 - \$12.00.

Anna Reeder	Employ as Special Needs Assistant at Emerson School effective August 29, 2014 - \$20,683.39.
Renee Rogals	Employ as Lunch Program Supervisor at Franklin School effective August 25, 2014 - \$12.00.
Iovanna Sinatra	Employ as Special Needs Assistant at Field School effective September 9, 2014 - \$18,155.28.
Andi (Andrea) Taglia	Employ as Special Needs Assistant at Washington School effective September 3, 2014 - \$18,904.34.
Alex Teater	Employ as (.44) Music Teacher at Emerson School effective August 27, 2014 - \$21,738.64.
Penny Turk	Employ as Substitute Lunch Program Supervisor at Roosevelt School effective August 25, 2014 - \$12.00.
Katherine White	Employ as Special Needs Assistant at Roosevelt School effective September 4, 2014 - \$18,803.78.
Mary Jane Wynne	Employ as Lunch Program Supervisor at Roosevelt School effective August 25, 2014 - \$12.00.
Elizabeth Kim	Rehire as Instructional Resource Assistant at Roosevelt School effective August 25, 2014 - \$20,051.85.
Lynn Bugai	Change of Assignment from Fulltime Kindergarten Teacher at Roosevelt to (.50) Kindergarten Teacher at Roosevelt effective August 25, 2014 - \$49,066.00.
Tamara Fehrman	Change of Assignment from (.50) Literacy at Carpenter to Fulltime 2nd Grade Teacher at Carpenter effective August 25, 2014 - \$90,982.00.
Heather Frieze	Change in Assignment (.65) Physical Education Teacher at Roosevelt School to (.76) Physical Education Teacher at Washington School effective September 8, 2014 - \$72,520.72.
Richard Hobson	Change of Assignment from (.25) Spanish Teacher at Lincoln School to (.30) Spanish Teacher at Lincoln School effective August 25, 2014 - \$16,434.90.
Julie Voigt	Change in Assignment from (.38) Art Teacher at Roosevelt School to (.42) Art Teacher at Roosevelt School effective August 25, 2014 - \$32,703.72.

Julie Vukmarkaj	Change in Assignment from TPI Teacher at Field School to 2nd Teacher at Franklin School effective September 8, 2014 - \$51,190.00.
Laura Courtney	Resign as Special Needs Assistant at Field School effective September 5, 2014.
Kelly Spanos	Resign as 3rd Grade Assistant at Roosevelt School effective August 27, 2014.
Jennifer Buti	Revision in Pay from August 25, 2014 Personnel Report to \$50,386.50.
Joan Hoffman	Revision in Location from August 25, 2014 Personnel Report to Carpenter School.

## B. BILLS

### Bills

10 - Education Fund-----	\$ 187,424.95
20 - Operations and Maintenance Fund -----	116,542.51
30 – Debt Services-----	-
40 - Transportation Fund -----	-
50 – Retirement (IMRF/SS/MEDICARE) -----	-
60 – Capital Projects -----	95,054.41
80 –Tort Immunity Fund -----	7,033.25
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 118614 - 118727

Total: \$ 406,055.12

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

## C. APPROVAL OF ENVIRON CONTRACT RENEWAL

Ms. Allard responded to Board member questions on the accounts payable list as to how vendors, staff members and specific items purchased are identified in the payments made through the BMO Financial Group procurement card program, and discussed ways the information could be retrieved for detailed review.

ACTION ITEM 14-09-1

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 Consent Agenda of September 8, 2014, which includes the Personnel Report, Bills, and Approval of Environ Contract Renewal.	Action Item 14-09-1
--	------------------------

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**BOARD MEMBER LIAISON REPORT**

Board Member  
Liaison Report

Board President Borrelli noted that a discussion on Board committees and meeting structure would be facilitated by Illinois Association of School Boards representative Barb Toney at the September 18 meeting.

**OTHER DISCUSSION AND ITEMS OF INFORMATION**

Other Discussion  
and Items of  
Information

Dr. Heinz reported that in preparation for further discussion of her evaluation tool, she had shared a draft with Ms. Toney and would email it to the Board as well. She noted that a draft agenda also was provided for the September 22 regular business meeting. Mr. Martin reviewed his memo of information update on merit pay and the timeline being followed to implement the process. Dr. Heinz reviewed a memo on a survey of teachers following the first year of implementation of the new math curriculum. Dr. Lopez joined her in responding to Board member questions about the survey, use of supplemental materials, relationship to the introduction of the new Common Core State Standards, and the new grade-level pacing guides; she will provide follow-up information about the specific split of the 80% of teachers who found the program to be adequate or very effective. Ms. Allard reviewed the annual report from the Maine Township School Treasurer regarding his investment practices. Mr. Mackall reviewed the status of the remaining summer construction items and the functional testing of the HVAC system at Field School. Dr. Heinz discussed the reasoning behind the decision to create an additional section of grade 2 at Franklin School after the school year had begun, and reviewed the procedure followed to fill the position and communicate with the students and families about the change undertaken to better meet the learning needs of this specific group of students.

Dr. Heinz also reported on a request received from Park Ridge Mayor Dave Schmidt to support an effort to request that a new environmental/sound impact survey be done when

the O'Hare Noise Compatibility Commission meets on October 3; following Board discussion, the consensus was to support the new study. In addition, she noted that the Calendar Committee would be meeting in October to review the changes to the District 207 schedule beginning in 2015-16, and that she has been in contact with District 207 as well as the other sender district superintendents to consider a survey of parents and staff on this issue. Dr. Heinz then discussed an update to the Board Operating Plan, which now reflects the 2014-15 budget. She noted that the goals summary page, however, needed Board discussion on how to best incorporate the one year roadmap and later in the year, the new strategic plan goals. Board members discussed the intent of the document; Dr. Heinz noted that the technology department is working on a more dynamic roadmap for the website later in the year. Dr. Heinz will have the administrative team review the goals section again to crosscheck with the roadmap and return a final copy at the next meeting. Dr. Heinz concluded by pointing out several informational items distributed to Board members at their places this evening.

## **ADJOURNMENT**

Adjournment

At 8:59 p.m., it was moved by Board member Heyde and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

---

President

---

Secretary