

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Board of Education Meeting held at 7:30 p.m.  
April 27, 2015  
Carpenter School – South Gym  
300 N. Hamlin  
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:22 p.m. Other Board members in attendance were Dan Collins, Scott Zimmerman, Vicki Lee, and Bob Johnson. Board member John Heyde attended by telephone. Board member Dathan Paterno arrived during the closed session. Also present were Superintendent Laurie Heinz, Assistant Superintendent Joel T. Martin, Chief School Business Official Becky Allard, Public Information Coordinator Bernadette Tramm, and 1 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>.

**BOARD ADJOURNS TO CLOSED SESSION**

At 6:23 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman to adjourn to closed session to discuss: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)].

Board Adjourns  
to Closed  
Session

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Paterno

The motion carried.

The Board adjourned from closed session at approximately 7:25 p.m. and after a short recess resumed the regular Board meeting at 7:33 p.m. In addition to those mentioned above, also present were Assistant Superintendent for Student Learning Lori Lopez, Director of Special Education/Pupil Services Jane Boyd, Director of Innovation & Instructional Technology Mary Jane Warden, Director of Facility Management Scott Mackall, and approximately 40 members of the public.

**TOUR OF CARPENTER HVAC**

By Board consensus, this item was omitted from the agenda.

Tour of Carpenter  
HVAC

Board President Borrelli reviewed upcoming meetings and tentative topics. He announced that he, Board member Zimmerman, Dr. Heinz and CSBO Allard had met on April 20 with Mark Stefanik and Carol Zydek as representatives of the Park Ridge Education Association (PREA) to conduct a very preliminary discussion of the coming contract negotiations. He reported that it was a very congenial discussion, and that he looks forward to more discussions in the future and that it can be wrapped up hopefully in an expeditious fashion.

## **PLEDGE OF ALLEGIANCE AND WELCOME**

Pledge of  
Allegiance and  
Welcome

Principal Brett Balduf welcomed the Board to Carpenter, and asked Carpenter Girl Scouts and an alumni guest to lead the Pledge. Principal Balduf then noted that students had prepared poems of what it means to be a District 64 student, which were posted on the gym walls for the Board to read. He then introduced a short video, prepared with the assistance of Instructional Technology Coach Amanda Pelsor, of students sharing their candid thoughts about technology: what it is, how they use it at school, what is their favorite project or experience, and what advice they have for their teachers. He concluded by thanking the Board for its support of the 1:1 technology initiative, and how students are engaged and enjoying their learning so much with this enhancement. Board President Borrelli thanked Carpenter for the welcome.

## **PUBLIC COMMENTS**

Public  
Comments

Board President Borrelli invited public comments on topics not on the agenda; none were received.

Board President Borrelli requested brief informational updates from administrators, as follows:

- Carpenter HVAC - Facility Director Mackall reported the system is up and running, with no problems out of the ordinary that are design-related. He confirmed that everything is operating smoothly, and that the air conditioning season is expected to start soon.
- TIF Agreement – CSBO Allard reported that District 64 continues to meet and have discussions with the City of Park Ridge, and is presently eagerly awaiting a draft proposal of the amended contract between District 64 and the City. She noted that once it is received, it would be brought back to the Board for discussion. Dr. Heinz confirmed that the District is waiting on the city's attorneys.

## **PRESENTATION BY THE MAINE TOWNSHIP SCHOOL TREASURER**

Presentation by the  
Maine Township  
School Treasurer

Treasurer Tom Ahlbeck reviewed his responsibilities as treasurer for Districts 34, 62, 63, 64, 207, and Penoyer 79, focusing on three primary responsibilities: safeguarding the assets; managing the cash flow required by the school districts; and provide a return on the funds available for investments.

He noted that safeguarding funds involves protecting against fraud, and described the control functions and supervision his office exercises to do so. He noted that the Treasurer's office system provides the overall control function that separates the functions of safekeeping funds from the individual district's responsibility for managing the money. Turning to cash flow, he noted that his focus is to manage the flow efficiently so as to maximize the funds available for long term investment. He described some of the strategies he uses to monitor banks and predict problems to make sure funds being utilized for cash flow are secure. Finally, turning to investing of funds not required for cash flow, he offered an overview of his fixed income management approach that is based on a "buy and hold" strategy. He reported that the goal is to invest for up to five years, but laddering the maturities to keep an average life of 2.5 years. He described some of the systems and information resources he uses to monitor credit risk and maximize the rate of return. Mr. Ahlbeck thanked the Board for the opportunity to manage District 64's school funds. He then responded to Board member questions and provided more information concerning the strict guidelines for acceptable investments; structure of the investments to provide cash flow should a district experience a catastrophic need; and custody of the assets; and the structure of his office to provide back-up and additional expertise. Board President Borrelli thanked Mr. Ahlbeck for his work on behalf of District 64.

#### **FGM ARCHITECT UPDATE**

#### **FGM Architect Update**

Mr. Kerry Leonard of FGM Architects provided the Board with an overview of the Health Life Safety Survey and Master Facilities Plan process, as the second of four community presentations planned on these initiatives. Mr. Leonard announced that Dr. Heinz had been awarded a \$500 donation for District 64's Educational Learning Foundation from FGM.

Mr. Leonard noted that during his March 23 presentation, he had focused on an overview of master facilities planning, including a discussion of two plan components (health life safety survey and building assessments) and two cost areas (operation costs, and maintenance and repair costs). Mr. Leonard then focused on the third plan component – educational planning, and a final cost area – capital improvements, specifically those building improvements that accommodate changes in building or program capacity, or make modifications to enhance or expand programs. Focusing on the educational side, Mr. Leonard reviewed how enrollment changes within District 64 and program changes are driving building improvement. He then explained the components within FGM's facility analysis, including capacity (building and programs), utilization, educational planning, and before/after school use. He concluded with details on the facility analysis process being followed to identify master facilities plan projects at the concept development level along with an anticipated budget range for each project. Mr. Leonard responded to Board member requests for clarifying information throughout his presentation. CSBO Allard and Dr. Heinz responded to questions about the 2013 Kasarda demographic study and ways to update demographic information without undertaking a complete new study, in light of the current housing development underway in the community. Regarding full day kindergarten, Mr. Leonard noted that two options were

being reviewed, either adding on at each building or using only one building. Mr. Leonard reported that the master facilities plan was on track for completion in June, so that discussions can get underway to set priorities, and develop a five-year plan and budget.

**APPROVAL OF PHYSICAL EDUCATION WALL AT  
WASHINGTON SCHOOL**

Approval of Physical  
Education Wall at  
Washington School

Facility Director Mackall reported that the District was recommending installation of a replacement divider wall in the Washington gym, that Nicholas & Associates had reviewed the scope of work and bids, and that the RB Construction as low bidder at \$135,000 be awarded the contract. Director Mackall and Washington Principal Stephanie Daly provided additional background about the continuous scheduling of the gym throughout the day and the need to provide instruction to multiple classes simultaneously, which requires separate instructional areas.

In response to Board member questions, Mr. Leonard of FGM Architects provided more details on its work in preparing the bid specs and documents; the role of the Nicholas & Associates as construction manager for the District overall and its role specifically in this project; and the various subcontractors that will work in specific trade areas under RB Construction. Director Mackall responded to questions about the original ballpark estimate for project and the current bid. He affirmed that the wall has a direct impact on the education that can be provided to students and therefore is being recommended as a top priority. CSBO Allard confirmed that the funding would be through the available bond proceeds in the Capital Projects Fund.

ACTION ITEM 15-04-6

Action Item  
15-04-6

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 RB Construction, Inc. for the 2015 Washington Elementary School summer improvement work to be funded from the Capital Projects Fund in the amount of \$135,000.

Director Mackall responded to further Board member questions concerning the safety of the existing wall and lifespan of the proposed new installation.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

## **UPDATE ON SPECIAL EDUCATION**

## **Update on Special Education**

SPED Director Boyd and Assistant Director Vasiliki Frake provided an update on the District's special education program, focusing on where we are now and where the District is heading. They responded to Board member questions continuously during their report. Ms. Boyd and Ms. Frake provided detailed information about how the District's special education students currently are performing in the areas of reading and math, and how our students are performing in comparison to similar districts. They utilized ISAT data to show historical trends, and noted that 2015-15 MAP data will be used as a baseline for comparison going forward. They noted that the percentage of students scoring at the "meets or exceeds" level showed a gap of 51 percentage points in the performance between non-IEP and IEP students in reading and 50 points in math. They pointed out that this gap size was the most significant among the comparison districts. However, they noted that the District's performance gap between IEP and non-IEP students in science was far smaller at 29 points, and was within the range of comparable districts. Ms. Boyd and Ms. Frake then reported on how District 64's delivery model for special education services compares to state standards and to comparable districts, and noted that Illinois focuses on the educational placement of special education students in the general education classroom as its performance measure because a higher level of inclusion has been shown to improve academic performance for students with IEPs. They noted that District 64's average of 50.2% is below the state target of 52% and below the Illinois average of 59%. Ms. Boyd and Ms. Frake then looked at the strengths of District 64's current service delivery model, and reviewed how the District can incorporate best practice improvements going forward. They stressed that this is an evolving effort that will take time, and reviewed the specific steps being planned or already undertaken. They suggested the specific data points that would be useful for monitoring improvement in student performance as changes are incorporated. Ms. Boyd and Ms. Frake responded to further Board member questions about the current services being provided, the number of students being served, the increase in students with 504 plans, and parent education and staff development efforts. They reiterated that the District's Mastery Learning Committee, Core+ Committee and Strategic Planning are general education activities that will all positively impact special education achievement in the years ahead.

## **APPROVAL OF THE 2015-16 NORTHERN ILLINOIS HEALTH INSURANCE PLAN (NIHIP) INSURANCE RATES**

## **Approval of the 2015-16 Northern Illinois Health Insurance Plan (NIHIP) Insurance Rates**

CSBO Allard reported that the recommendation is to accept the renewal rates offered by NIHIP for 2015-16 for health insurance of 3.5% for the current carrier PPO or 4.1% for HMO, and on dental to shift carriers from Guardian to Met Life due to a lower renewal of 3.1% compared to 8%. She reported that rates have stabilized under NIHIP, and encouraged the Board to continue to participate. She noted the District was entering its fourth year with NIHIP, and is now on a year-to-year basis having fulfilled its original commitment; the change to MetLife would not legally bind the District to continue with NIHIP but it would be generally assumed that the District would continue to do so. Board member Zimmerman, liaison to the District

Insurance Committee, reported the committee had been notified about the MetLife transition and that members had not expressed concerns with the proposed change in carriers.

ACTION ITEM 15-04-7

Action Item  
15-04-7

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, adopt the Blue Cross Blue Shield PPO and HMO medical and Met Life dental insurance rates as presented for the 2015-16 school year per the attached documents.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF 2015-16 TECHNOLOGY EQUIPMENT  
PURCHASE**

Approval of 2015-16  
Technology  
Equipment Purchase

As a follow up from the proposal presented at the March 23 meeting, Technology Director Warden offered a further report on technology equipment needed as the District enters year 2 of the 1:1 learning initiative and for the District's ongoing technology needs. During a lengthy discussion period, Board members focused specifically on finding ways to reduce the 1:1 technology purchase requested for 2015-16 given the changes to the District's long-range financial projections as updated earlier this year that impact the ability to maintain the District's fund balance policy to 2020-21. Members proposed various alternate options to reduce the 1:1 request, primarily by offering various ways to lengthen the refresh cycle for both Chromebooks and iPads. Ms. Warden provided additional background on the recommendation to replace all the Samsung Chromebooks, and also provided more background on the department's goal of introducing a refresh cycle for the large number of Chromebooks purchased for the 1:1 initiative introduced in grades 3-8 in 2014-15. In addition, Board members discussed the proposed changes to the iPad ratios recommended for grades K-2. Turning to the other part of the requested budget, Ms. Warden and CSBO Allard provided additional information on the annual equipment request component of the 2015-16 budget, and also provided data about department spending in past years. Board members then discussed further options to reduce the technology budget to be more in line with previous spending patterns.

ACTION ITEM 15-04-8

Action Item  
15-04-8

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 2015-16 Annual Technology Budget, which includes the 1:1 Technology Initiative and all the refresh for a total of \$675,000.

The votes were cast as follows:

AYES: Paterno, Zimmerman, Johnson, Heyde

NAYS: Collins, Borrelli, Lee

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF PURCHASE OF LAPTOPS FOR ANNUAL  
STAFF REFRESH DEPLOYMENT**

Approval of Purchase  
of Laptops for Annual  
Staff Refresh  
Deployment

Technology Director Warden proposed the purchase of half the laptops required to refresh staff devices according to the customary four-year schedule. She noted that funding could be accommodated within the current 2014-15 budget, and would help the Tech Department prepare the equipment for staff within the shortened summer due to the advance in the start of school. In response to Board member questions, she noted that data on the old devices is removed before being redeployed, recycled or used for parts, and that staff members require the programs available on a laptop for their jobs and that this capacity could not be provided by a tablet or other device. CSBO Allard confirmed that the proposed expenditure would not cause the technology budget for the current year to be over spent.

ACTION ITEM 15-04-9

Action Item  
15-04-9

It was moved by Board member Collins and seconded by Board member Johnson that the Board of Education of Community Consolidated School District 64 Park Ridge – Niles, Illinois, approve the purchase of 75 MacAirs per attached quote in the amount of \$74,025.00 to facilitate the refresh of staff laptops. This is funded from the 2014-15 budget.

The votes were cast as follows:

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

NAYS: Borrelli

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL TO LEASE PURCHASE MAINTENANCE  
VEHICLES**

Approval to Lease  
Purchase Maintenance  
Vehicles

CSBO Allard noted from the written report that the recommendation was to lease purchase five new vehicles ranging in age from 6-18 years, with a five-year financed purchase price of \$144,097.20 from Roesch Ford. CSBO Allard and Facility Director Mackall addressed Board member questions about the proposal, including: the current composition and use of the District's maintenance fleet; the additional expense of leasing vs. outright purchase and the impact on cash flow; the selection of the particular new vehicles matched to the needs of their users to maximize productivity; the trade in value of the vehicles now vs. in the future; the planned replacement cycle for the fleet; current and projected maintenance costs; the bid process and number of bids received; and the safety and reliability of current vehicles.

ACTION ITEM 15-04-10

Action Item  
15-04-10

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, award the bid for the purchase of maintenance vehicles to Roesch Ford for a total price of \$128,750.15. The funding source for this purchase is the Operations & Maintenance Fund.

The votes were cast as follows:

AYES: Zimmerman, Lee, Johnson, Heyde

NAYS: Collins, Paterno, Borrelli

PRESENT: None.

ABSENT: None.

The motion carried.

**CONSENT AGENDA**

**A. PERSONNEL REPORT**

Consent  
Agenda

Steve Seyller	Change of Assignment from Part-time Substitute Custodian to Full-time Substitute Custodian effective March 20, 2015 - \$17.03.
Sara Malecki	Resign as Teacher Assistant at Franklin School effective April 10, 2015.



Dominic Morris	Resign as Lunch Program Supervisor at Washington School effective April 17, 2015.
Betty Sellas Paganis	Resign as Social Worker at Washington School effective June 12, 2015.
Kellie Sultan	Resign as 4th Grade Teacher at Field School effective June 12, 2015.
Bev Parypinski	Retire as Health Assistant at Jefferson School effective June 12, 2015.
Marlene Willoughby-Petrie	Retire as Instructional Resource Teacher at Franklin School effective June 12, 2015.

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

#### B. BILLS, PAYROLL AND BENEFITS

##### Bills

10 - Education Fund-----	\$ 297,986.31
20 - Operations and Maintenance Fund -----	84,963.10
30 - Debt Services-----	-
40 - Transportation Fund -----	367,604.25
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	307,782.45
80 - Tort Immunity Fund -----	4,189.19
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 121056 - 121198

Total: \$1,062,525.30

##### Payroll and Benefits for Month of March 2015

10 - Education Fund -----	\$ 3,966,834.83
20 - Operations and Maintenance Fund -----	245,557.78
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	83,994.36
80 - Tort Immunity Fund-----	-

Checks Numbered: 11311 – 11389

Direct Deposit: 900071619 - 900073353

Total                      \$ 4,296,386.97

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

**C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING March 31, 2015**

Monthly financial reports can be viewed on the District 64 website [www.d64.org](http://www.d64.org) > Departments > Business Services.

**D. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)**

In response to Board member questions concerning legal fees, Dr. Heinz noted the District utilizes three firms but may consolidate to two in the future. Board member Heyde provided background on the Request For Proposal (RFP) process for legal services previously conducted in 2007-08 and the outcome from that effort, as well as the District's practice of distributing work among the three firms selected through the RFP process based on the specific type of legal counsel being sought.

**ACTION ITEM 15-04-11**

Action Item  
15-04-11

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 Consent Agenda of April 27, 2015, which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending March 31, 2015, and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF MINUTES**

Approval of  
Minutes

**ACTION ITEM 15-04-12**

Action Item  
15-04-12

It was moved by Board member Johnson and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District #64

Park Ridge – Niles, Illinois, approve the minutes from the Regular Board Meeting on March 23, 2015; the Special Board Meetings on March 25 and April 13, 2015 and Closed Session Minutes on March 23 and April 13, 2015.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

### **BOARD MEMBER LIAISON REPORT**

Board Member  
Liaison Report

Director Boyd provided a summary of the April 22 semi-annual Medical Advisory Committee meeting, noting that discussion focused primarily on stocking of Epipens and requirements for immunizations. Board member Johnson reported on the Elementary Learning Foundation's April 15 meeting, noting that ELF will be awarding approximately \$35,000 in grants for 2015-16 and will again present the Judith Snow awards in June to the selected 8<sup>th</sup> graders. He noted that ELF is conducting a Potbelly fundraiser on April 29 and a Got2Run for Education event in May.

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

Other Discussion and  
Items of Information

Dr. Heinz reported that the May 4 meeting would include a reception at 7:00 p.m. between the final meeting of the current Board and the organization meeting of the new Board in honor of retiring members Collins and Heyde and to welcome new members Mark Eggemann and Tom Sotos; family members are invited to attend. She highlighted several items in the written Board report including: FOIA request; an update on collection of fees that have been reduced by half to about \$19,000; minutes from Traffic Safety Committee pointing out continuing efforts to improve traffic at Jefferson.

Dr. Heinz then reported on the April 15 strategic plan preview meeting that drew about 25 community members, and that the Steering Committee met on April 16 to review the six big categories. She noted that work was continuing to fill out those areas, and that overall, the effort was on track to bring the final plan to the Board in June. In addition, Dr. Heinz announced that the recent bike helmet event was successful, with 275 helmets sold. Looking ahead to 2015-16, Dr. Heinz noted that residency re-verification for returning students was in its second week, with about 10% already completed. She noted that there have been a few glitches with some parents over the paperwork required to be submitted at the ESC, and that there has been some pushback over the June 1 deadline for payment of fees that is being resolved on a case by case basis to move the process along.

She then updated the Board on the selection process for principal of Jefferson School and Assistant Principal at Washington, noting the goal was to bring these to the Board in May. She reported that she had attended an Arbor Day tree planting at Washington School. Dr. Lopez then provided a brief update about what an upcoming report on Educational Ends would cover when it is presented later this summer.

## **ADJOURNMENT**

Adjournment

At 11:08 pm, it was moved by Board member Zimmerman and seconded by Board member Collins to adjourn, which was approved by voice vote.

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President

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Secretary