

BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.
January 26, 2016
Jefferson School – Multipurpose Room
8200 Greendale Avenue
Niles, IL 60714

Board President Anthony Borrelli called the meeting to order at 6:02 p.m. Other Board members in attendance were Vicki Lee, Mark Eggemann, Bob Johnson, and Scott Zimmerman. Board member Tom Sotos arrived during the closed session. Board member Dathan Paterno was absent. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendents Lori Lopez and Joel Martin, Public Information Coordinator Bernadette Tramm, and two 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>.

BOARD RECESSES AND ADJOURNS TO CLOSED SESSION

Board President Borrelli said the Board would be discussing negotiating matters, and would be providing an update publicly during the regular meeting.

Board Recesses
and Adjourns to
Closed Session

At 6:03 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman to adjourn to closed session to discuss collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2 (c)(2)].

The votes were cast as follows:

AYES: Eggemann, Johnson, Lee, Borrelli, Zimmerman

NAYS: None.

PRESENT: None.

ABSENT: Paterno, Sotos

The motion carried.

The Board adjourned from closed session at approximately 7:05 p.m. and after a short recess resumed the regular Board meeting at 7:12 p.m. In addition to those mentioned above, also present were Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, and approximately 50 members of the public.

PLEDGE OF ALLEGIANCE AND WELCOME

Pledge of
Allegiance and
Welcome

Jefferson School Principal Lisa Halverson welcomed the Board and led the Pledge of Allegiance. She introduced members of the Jefferson teaching staff, who joined her in providing a short overview of their programs, including the Extended Day Kindergarten, community preschool, and early childhood diagnostic team. A short video presentation highlighted how Jefferson staff members are supporting the implementation of the District's new 2002 Vision Strategic Plan and how the school's improvement goals are aligned to District goals in reading and math.

Board President Borrelli then provided an update on negotiations now underway on a new Collective Bargaining Agreement with teachers represented by the Park Ridge Education Association (PREA). He announced that the District's 8-member Negotiations Committee, consisting of legal counsel Terry Hodges of Hodges, Loizzi, Eisenhammer, Rodick and Kohn; himself as Board President and Board Vice-President Scott Zimmerman; Superintendent Heinz; CSBO Kolstad; Assistant Superintendents Martin and Lopez; and Roosevelt Principal Kevin Dwyer, had officially met with the PREA's Negotiations Committee on December 15, 2015 to agree upon ground rules. He announced that the respective sides would be meeting approximately every two weeks to negotiate a new Bargaining Agreement, with each side alternating proposals. The meetings, per the existing Agreement, will be held in closed session. Board President Borrelli noted that after each meeting, it would be his task per the existing contract, to provide a general update as to the content and tenor of the negotiations discussion.

Board President Borrelli reported that the first actual negotiations meeting with the PREA was held on January 19. He noted that at this session, the PREA had presented its initial recommendations regarding the contract articles pertaining to: recognition and definition of terms; Board rights; negotiations scope and procedure; and Association rights. He noted that the District 64 Board of Education had held a special meeting on January 20 to review both the union proposals and determine its own proposals. Looking ahead, he announced that at the next meeting scheduled for February 2, the Board would provide responses to those PREA recommendations, as well as proposing the Board's recommendations on these contract topics and additional articles regarding: vacancies and transfers; reductions in force; and grievance procedures. Board President Borrelli noted that the PREA also brought some recommendations under the contract category of conditions of employment and teacher rights. As this category would be extensive, it was agreed to deal with it over several meetings.

Board President Borrelli concluded by reporting that the meetings had been cordial and that the recommendations had been discussed with civility. Going forward, he reported that it is the Board's unanimous decision and desire to negotiate a new Bargaining Agreement with the PREA with the following overriding goal: To negotiate a timely, clear and understandable contract that strives for a continuously improving high quality education program that inspires every child to discover, learn, achieve, and care; provides for a motivated and fairly compensated staff; and ensures the ongoing fiscal stability of District 64. Board President Borrelli affirmed that each and every decision that the Board will make during the bargaining process would be based on this goal.

PUBLIC COMMENTS

Board President Borrelli invited public comment on items not on the agenda; comments were received as follows:

- Erin Breen, Roosevelt School grade 1 teacher and PREA President, addressed the Board regarding a proposal from administration presented at the December 14, 2015 meeting to reorganize the District’s special education administrative model beginning in 2016-17 to replace two full-time Facilitators with two full-time Coordinators with administrative licenses. She urged the Board to retain the current configuration, and stated that PREA had taken legal action about this matter.
- Nancy Jensen, special education Facilitator and PREA Secretary, addressed the Board on the same proposal and urged the Board to maintain the current configuration.
- Elisa Sewell, Jefferson School social worker, also urged the Board to maintain the current model.
- Cathy Garbossa, a District 64 resident and teacher in a neighboring district, affirmed the benefits of the current model and urged the Board to maintain it.
- Sally Ann Civinelli, Field School teacher, added her support to maintain the current configuration of the special education administrative model.
- Jerry Mulvihill, Roosevelt School grade 5 teacher, urged the Board to consider the long history of the special education facilitator position and maintain the current model.

Board President Borrelli invited any further public comment on items not on the agenda; none were received.

ADOPTION OF RESOLUTION #1158 DIRECTS THE CHIEF SCHOOL BUSINESS OFFICIAL UNDER THE DIRECT SUPERVISION OF THE SUPERINTENDENT TO BEGIN PREPARATION OF A TENTATIVE BUDGET FOR THE 2016-17 FISCAL YEAR IN ACCORDANCE WITH BOARD POLICY 4:10 FISCAL AND BUSINESS MANAGEMENT AND THE ILLINOIS SCHOOL CODE 105ILCS 5/17-1

Adoption of Resolution #1158 Directs the Chief School Business Official Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2016-17 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105ILCS 5/17-1

CSBO Kolstad reported that the action tonight would initiate the creation of the 2016-17 budget, which would be her first complete budget cycle since joining District 64. She discussed the timeline for preparation of the budget, and confirmed that changes from one draft to the next would be identified as the budget is developed and refined over many months before its adoption in final form in September.

ACTION ITEM 16-01-2

Action Item
16-01-2

It was moved by Board member Zimmerman and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adopt Resolution #1158, directing the Chief School Business

Official Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2016-17 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105 ILCS 5/17-1.

Board President Borrelli invited public comments; none were received.

The votes were cast as follows:

AYES: Sotos, Zimmerman, Borrelli, Lee, Johnson, Eggemann

NAYS: None.

PRESENT: None.

ABSENT: Paterno

The motion carried.

CARPENTER SCHOOL UPDATE

Carpenter
School Update

Board President Borrelli reiterated a commitment from the Board, Dr. Heinz, CSBO Kolstad, and the District's architects and consultants to finding a final solution to the vexing problem of operating the new HVAC system at Carpenter to provide a reliable, comfortable learning environment for students and staff. CSBO Kolstad noted that Facility Management Director DeGeorge was returning from a City of Park Ridge zoning meeting, and reported that Mr. DeGeorge had met with construction manager Nicholas and Associates, engineering consultants CS2 and FGM Architects to review the Carpenter HVAC design basis, the remediation work that was completed last year, and the current situation at the school. It was noted that the building HVAC had received extensive re-working last year, and was functioning appropriately until the return from winter break this month that coincided with the recent cold snap. Joining the meeting, Mr. DeGeorge further reported on the specific measures taken by District 64's current team to create a new baseline to monitor performance of equipment going forward, and other steps being taken to verify the pump sizing and to review the Farnsworth retro-commissioning report from summer 2014 to verify all steps had been fully and correctly completed. He also reported that the City zoning hearing regarding the proposed small additions at three schools related to creating secured vestibules had gone as anticipated.

UPDATE ON 2020 VISION STRATEGIC PLAN

Update on
2020 Vision
Strategic Plan

Dr. Heinz reported that the entire District 64 staff had been engaged in implementing the Strategic Plan during its first six months of operation during the 2015-16 school year. She noted that the plan is intended to guide the District's actions over the next five years, and shared a mapping calendar developed to identify the priority projects over this five-year window. She stated the goal of the calendar was to pace the work for administration and staff to ensure successful implementation while also remaining agile and fluid as circumstances change. Dr. Heinz then provided a detailed

review of each of the six Strategic Objectives in the plan individually. For each Strategic Objective, she updated the Board on every strategy being used to implement the objective and the status of the associated measures, and responded to Board member questions as she moved through each area. Dr. Heinz noted that the first three objectives support the District's goals related to student learning, and include eight separate strategies. She then reported on Strategic Objective 4, which is focused on professional development and staff support, and provided an in-depth update on the three strategies for this objective. Turning to the final two objectives, she noted that they are foundational as they are focused on facilities, with three strategies, and finance, with six strategies. After this detailed review and further Board discussion, Dr. Heinz also shared a scorecard that charts the status of all the individual measures for each strategy within the six Strategic Objectives, a total of 20 strategies and 73 measures. In conjunction with the Board's mid-year evaluation of her performance as Superintendent, Dr. Heinz further noted that she had created a Google site to share with the Board the specific links to the evidence of each portion of the plan and her performance goals. Board President Borrelli acknowledged the wide array of data-driven metrics that Dr. Heinz and her team had provided, and stated that the Board now has statistically significant data to move forward. He expressed appreciation for the hard work that has been done already during the first six months by Dr. Heinz and the District to implement the 2020 Vision plan.

SUPERINTENDENT MID-YEAR UPDATE

Superintendent
Mid-Year Update

Board President Borrelli noted that Dr. Heinz had combined her report for this section with the preceding 2020 Vision Strategic Plan mid-year report due to the significant linkages in these areas. He announced that the Board would consider her mid-year evaluation at an upcoming meeting in February, and suggested several dates and times to Board members that the topic could be added to planned closed sessions.

DISCUSSION PART 2: 2016 STUDENT FEES

Discussion Part 2:
2016 Student Fees

Board President Borrelli noted that this was the second of three reports prepared by CSBO Kolstad on the topic of student fees, and that the Board had engaged in a lengthy discussion at the December 14, 2015 meeting when the first segment was reviewed. CSBO Kolstad shared a detailed report in response to questions regarding the District's legal ability to require students to pay certain fees. In her written report, she shared materials from the District's legal counsel, Terry Hodges of Hodges, Loizzi, which provides the legal basis for the District's authority to charge fees. She noted that under Illinois law, a district must provide educational services to students tuition-free, but may charge a reasonable fee for non-educational services and school supplies. As included in her written report, she reviewed a list of services and consumables that the District may charge a fee to provide, including: textbooks and instructional materials; charges for the use of school property (locks, towels, lab equipment, etc.); field trips made during school hours; uniforms or equipment related to varsity and intramural sports or to fine arts programs; charges for supplies required for a particular class (wood shop, home economics, etc.); school records fees; and lunchroom

supervision, playground supervision, and bus supervision. She then reviewed a spreadsheet of the allowable expenses by line item from the 2015-16 adopted budget and also provided a separate spreadsheet for student technology expenses. Board members, CSBO Kolstad and Dr. Heinz then discussed ways to present this information more understandably to families and the community, and to show the value of the items being provided compared to the student fee being collected. Board member Sotos volunteered to meet with CSBO Kolstad to review the materials before fees for 2016-17 are brought to the Board for adoption this spring.

At 9:24 p.m., Board President Borrelli recessed the meeting for a short break; the meeting was resumed at 9:35 p.m.

Board members agreed by consensus to advance the discussion of the K-5 hot lunch program ahead of the discussion and approval of pre-school fees.

DISCUSSION: K-5 HOT LUNCH

Discussion:
K-5 Hot Lunch

CSBO Kolstad reported that elementary school PTO/As have been offering hot lunches for purchase to grade school students for many years as a service to our families. The optional program varies at each school as to the number of days, menu, pricing, vendors and so on. She reported that the City of Park Ridge Health Department has continued to find violations in the programs, and had requested that District 64 take a firm leadership role in ensuring the PTO/A volunteers are in compliance with local health department requirements. In addition, CSBO Kolstad reported that PTO/As were finding it increasingly difficult to schedule volunteers to work at lunchtime every day, which exacerbates the problem of providing training and consistent oversight of the necessary food safety procedures. CSBO Kolstad then reviewed a proposal to work with Arbor, the District's current hot lunch provider for the two middle schools, to efficiently and economically implement a hot lunch program at the elementary buildings beginning in 2016-17. She reviewed how the program would operate utilizing a production kitchen at Emerson, with the prepared food then delivered to the elementary buildings where it would be prepped and served by Arbor employees. CSBO Kolstad presented an estimate of the start-up costs for the program based on a review of the elementary school facilities and health department requirements. She noted that if the Board were favorable to the proposal, administration would form a committee with the elementary PTO/A leaders and Arbor to fully plan the program, and would explore ways to defray some of the District's initial start-up investment. CSBO Kolstad and Dr. Heinz reported that the concept had already been reviewed with the elementary PTO/A leaders, who had expressed support for this transition, as did the school principals. They then responded to Board member questions about how the program would be run, the estimated costs, and how it would differ from the middle school program.

Board President Borrelli then invited public comment on the proposal, which was received as follows:

- A Roosevelt Kindergarten/grade 3 parent noted her surprise when she had learned that District 64 did not already have a daily hot lunch program at the elementary

schools, and urged the Board to also offer a hot lunch program to the Extended Day Kindergarten students at Jefferson.

Board members, CSBO Kolstad and Dr. Heinz then continued the discussion of the proposal, including pricing of the daily lunch, ways to avoid waste, composition of the lunch, menu offerings, ordering and payment, the separate milk program, timing of lunches, and other operations concerns. CSBO Kolstad will conduct further research on potential usage of the program with the elementary PTO/As, and will work with Arbor to estimate sales projections that will help sharpen the financial projections. She will return with additional information at an upcoming Board meeting.

DISCUSSION AND APPROVAL OF PRE-SCHOOL FEES

Discussion and
Approval of Pre-
School Fees

CSBO Kolstad presented a recommendation to implement a tiered tuition system for the District's community preschool program, which is offered to 3-, 4- and 5-year old children from the community. These community children attend the program on a space available basis and pay tuition, in comparison to students within the blended classroom for whom District 64 is providing special education services. CSBO Kolstad reported that in collaboration with Jefferson School Principal Lisa Halverson, it was recommended to increase Jefferson's tuition in 2016-17 for the community students to be more in line with other local preschools and to structure it to encourage more students to enroll for four or five days per week. Principal Halverson provided a brief overview of how the program operates, and responded to further Board member questions. She confirmed the desire to strengthen the continuity of instruction by having students attend more days per week. Board members also questioned her, Dr. Heinz and Director of Student Services Boyd about the potential prospects for the program to expand at Jefferson, and the continuing lease of space at Jefferson by Childcare with Confidence daycare. In addition, Board President Borrelli offered an alternate proposal to increase tuition. Further discussion ensued on the District's interest in exploring full-day kindergarten and the potential uses of the Jefferson building in the future for potentially growing the pre-school program. Principal Halverson also provided additional information about the preschool special education services provided.

ACTION ITEM 16-01-3

Action Item
16-01-3

It was moved by Board member Lee and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve tuition for the 2016-17 Jefferson School community preschool program at \$23 per day for 3 days per week, \$22 per day for 4 days per week, and \$21 per day for 5 days per week.

It was then moved by Board President Borrelli and seconded by Board member Lee to amend the motion to increase the suggested fee increase by \$1 per day in each category.

Principal Halverson then responded to Board member questions about how the program

compares with the other local preschool offerings, and confirmed that the fee increase would be affecting about 50 families.

The votes on the motion to amend were cast as follows:

AYES: Lee, Borrelli

NAYES: Eggemann, Johnson, Zimmerman, Sotos

PRESENT: None.

ABSENT: Paterno

The motion to amend failed.

Board members then discussed the original proposal to increase the tuition. Dr. Heinz confirmed that the proposal was to approve an increase for 2016-17 only, and that Principal Halverson would return with a further study next winter prior to recommending tuition rates or any other changes to the program for the 2017-18 school year.

The votes were cast as follows:

AYES: Sotos, Zimmerman, Borrelli, Lee, Johnson, Eggemann

NAYES: None.

PRESENT: None.

ABSENT: Paterno

The motion carried.

UPDATE ON MASTER FACILITY PLAN/HEALTH LIFE SAFETY

Update on Master Facility Plan/Health Life Safety

CSBO Kolstad reported that following tonight's City of Park Ridge zoning commission, the District would be present at the appearance commission on January 27. She reiterated that these steps were necessary so that the District could move forward on the summer 2016 capital projects should the Board award the construction contracts for the work. She reviewed the timeline for release of the summer 2016 construction bid packages, pre-bid meeting, deadline for bids to be submitted leading up to presentation to the Board for final acceptance, currently slated for the February 22 meeting.

CONSENT AGENDA

Consent Agenda

A. PERSONNEL REPORT

Frank Borkowski	Employ as Night Custodian at Washington School effective January 4, 2016 - \$17,574.96 (prorated 129 days).
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Kerry Downes-Columbia	Employ as Special Needs Assistant at Washington School effective January 15, 2016 - \$9,846.72 (prorated 96 days).
Kawther Saadeh	Employ as Special Needs Assistant at Washington School effective January 19, 2016 - \$9,641.58 (prorated 94 days).
Kathleen Williams	Employ as Special Needs Assistant at Field School effective October 2, 2015 - \$16,513.74 (161 prorated days).
Michelle Cimilluca	Change of Assignment from Special Needs Assistant at Washington School to Math Intervention Teacher at Field School effective January 11, 2016 - \$25,209.68 (prorated 96 days).
Katelyn Elder	Change of Assignment from Special Needs Assistant at Franklin School to Math Intervention Teacher at Franklin School effective January 4, 2016 - \$26,522.85 (prorated 101 days).
Valarie Lenzion	Change of Assignment from 6.5 hours - Special Needs Assistant at Roosevelt School to 7 hours - Special Needs Assistant at Lincoln School effective January 14, 2016.
Steve Seyller	Change of Assignment from Fulltime Substitute Custodian to Bridge Custodian at Emerson School effective January 4, 2016.
Sara Born	Leave of Absence Request, Maternity/FMLA – 3rd Grade Teacher at Washington School effective May 20, 2016 – June 2, 2016 (tentative).
Kristie Harvalis	Leave of Absence Request, Maternity/FMLA – 5th Grade Teacher at Roosevelt School effective April 18, 2016 – June 2, 2016 (tentative).
Lindsey Hejza	Leave of Absence Request, Maternity/FMLA – 5th Grade Teacher at Field School effective March 28, 2016 – June 2, 2016 (tentative).
Jason Mata	Leave of Absence Request, Paternity/FMLA – Physical Education Teacher at Field School effective April 23, 2016 – May 9, 2016 (tentative).
Angela Taggart	Leave of Absence Request, Maternity/FMLA – EL Teacher at Field and Emerson School effective April 25, 2016 – June 2, 2016 (tentative).
Irma Rendon-Gonzalez	Resign as 10-Month, Level III Office Associate/Secretary at Washington School effective January 8, 2016.
Debbie Graziano	Retire as Literacy Teacher at Washington School effective June 2017.
Nancy Jensen	Employ as Summer School Special Education Principal effective June 7, 2016 – Emerson and Field Schools.
Tim Benka	Employ as Summer School Principal effective June 7, 2016 – Emerson School.
Tony Clishem	Employ as Summer School Principal effective June 7, 2016 – Field School.

ACTION ITEM 16-01-4

Action Item
16-01-4

It was moved by Board President Borrelli 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 January 26, 2016, which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending December 31, 2015; Acceptance of Donation; Review of Closed Session Minutes for Release; and Destruction of Audio Closed Minutes.

The votes were cast as follows:

AYES: Eggemann, Johnson, Lee, Borrelli, Zimmerman, Sotos

NAYS: None.

PRESENT: None.

ABSENT: Paterno

The motion carried.

APPROVAL OF MINUTES

In a follow up discussion regarding standardized test scores initiated at the December 14 meeting, it was agreed that administration would prepare a list of the aggregate ISAT/PARCC scores over the past five years comparing District 64 and a group of school districts considered as its peer group.

Approval of
Minutes

ACTION ITEM 16-01-5

Action Item
16-01-5

It was moved by Board member Johnson and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Sessions on December 14, 2015; January 9 and January 11, 2016; Special Board Meeting on January 9, 2016; and Regular Board Meeting on December 14, 2015.

The votes were cast as follows:

AYES: Eggemann, Johnson, Lee, Borrelli, Zimmerman, Sotos

NAYS: None.

PRESENT: None.

ABSENT: Paterno

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reported that upcoming agendas would be revised to reflect changes made during the meeting, and noted that several FOIAs had been received at the start of 2016. She reported on three committees that had met recently, including: Elementary Learning Foundation, which is preparing for its annual fund-raiser on January 30; Traffic Safety, which reviewed potential construction projects for summer 1016; and PTO/A Presidents, who were enthusiastic about working to transition the hot lunch to the District. Dr. Heinz also updated the Board on the second meeting of the Superintendent Community Relations Council on January 12, and noted that the group had an opportunity to be thoroughly immersed in Strategic Objectives related to facilities and finance from the 2020 Vision Strategic Plan through in-depth presentations and discussion. Dr. Heinz also reviewed the periodic discipline data report.

ADJOURNMENT

At 11:27 p.m., it was moved by Board member Johnson and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

President

Secretary