

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.  
February 22, 2016  
Washington School – Gym  
1500 Stewart Ave.  
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 6:07 p.m. Other Board members in attendance were Vicki Lee, Tom Sotos, Dathan Paterno, Scott Zimmerman, Bob Johnson and Mark Eggemann. 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 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>.

**BOARD RECESSES AND ADJOURNS TO CLOSED SESSION**

Board President Borrelli provided an overview of three items to be discussed in closed session and provided legal counsel's advice concerning the advisability of conducting personnel matters in closed session as provided by the Open Meetings Act.

Board Recesses  
and Adjourns to  
Closed Session

It was moved by Board member Sotos and seconded by Board member Eggemann to vote on each closed session exemption separately.

The votes were cast as follows:

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

NAYS: Lee

PRESENT: None.

ABSENT: None.

The motion carried.

It was moved by Board President Borrelli and seconded by Board member Zimmerman 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)(8)].

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

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)].

The votes were cast as follows:

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

NAYS: Eggemann

PRESENT: None.

ABSENT: None.

The motion carried.

The Board adjourned from closed session at approximately 7:10 p.m. and after a short recess resumed the regular Board meeting at 7:19 p.m. In addition to those mentioned above, also present were Director of Student Services Jane Boyd, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Ron DeGeorge, and approximately 65 members of the public.

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 on Thursday, February 18 the Board negotiating committee had received PREA responses on Articles 1-4, part of Article 5, Article 7 and part of Article 10. He noted the Board negotiating committee had provided its presentation of Article 8, and stated that discussions continue to be fruitful with both sides working collaboratively. He announced that the next meeting would be held on March 1.

## **PLEDGE OF ALLEGIANCE AND WELCOME**

Pledge of  
Allegiance and  
Welcome

Following the Pledge of Allegiance led by Student Council members, Washington School Principal Stephanie Daly and Assistant Principal Shari Lazor welcomed the Board to Washington School. They presented a brief video that illustrated how students develop an understanding of their learning targets and how 21<sup>st</sup> century learning focused on the four C's is being implemented at Washington. Principal Daly also acknowledged the many ways the PTO is supporting the school's efforts. She closed by noting that Washington is working hard to implement best practices and helping students become life long learners. Board President Borrelli thanked Washington for the warm welcome.

## **PUBLIC COMMENTS**

Public  
Comments

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

- Amy Bartucci, an Emerson and Field School parent, provided the Board with copies of an email that urged District 64 to increase recycling and sustainability practices in the lunch rooms, particularly if a hot lunch program is extended to the elementary schools in 2016-17.

## **STATE OF ILLINOIS EDUCATION FUNDING REALLOCATION**

State of Illinois Education  
Funding Allocation

Board President Borrelli welcomed State Rep. Marty Moylan, who provided an update on legislation in Springfield that would change state funding for education. He stated his opposition to any legislation that would shift funding away from school districts like District 64. Board members questioned Rep. Moylan about other potential legislation and the timing of when action may occur. He urged the Board to stay abreast of legislative developments through the spring. Board President Borrelli thanked Rep. Moylan for his time in coming to address the Board.

## **REPORT ON FEBRUARY 5 INSTITUTE DAY**

Report on February 5  
Institute Day

Assistant Superintendent Lopez reported that professional development activities on the February 5 Institute Day had been planned for 31 teams by the Department for Student Learning, curriculum specialists and middle school department chairpersons, instructional technology coaches, library information

specialists, other teacher leaders, and educational consultants. Dr. Lopez reported that professional development activities are aligned with the goals of the new Strategic Plan. She noted that following each Institute Day, the District's Staff Development Committee administers a survey to all staff to evaluate the effectiveness of professional development and provide recommendations for future activities. Dr. Lopez responded to Board member question about the current feedback received. Dr. Heinz thanked all those involved in planning and organizing the successful Institute Day activities.

Board President Borrelli asked for Board consensus of the Board was to move discussion of the secured vestibules forward on the agenda.

### **UPDATE ON SECURED VESTIBULES/21<sup>st</sup> CENTURY CLASSROOMS**

Update on Secured  
Vestibules/21<sup>st</sup>  
Century Classrooms

CSBO Kolstad reported on a unique opportunity presented by the secured vestibules work recommended for summer 2016 to also launch the District's efforts to create 21<sup>st</sup> century learning spaces. As part of the office reconfiguration required for the secured entries, several of the school site plans require that classroom spaces and offices be interchanged. She noted that this rearrangement offers an opportunity to implement changes that would create optimal, 21<sup>st</sup> century learning spaces. She noted that four elementary classrooms would be affected: one each at Field and Washington, and two at Roosevelt schools. She affirmed that this work would only be taken if the Board authorizes the secured vestibules project for summer 2016. She then introduced Teri Wright of FGM Architects, who provided an overview of the specific learning spaces at each school and then addressed various features such as dimmable lighting and flexible furniture options that provide a wide range of options to match the changing instructional and learning needs within a classroom through the day. She discussed the "x" configuration and other styles that match and readily support how learning is occurring in classrooms. She also discussed how technology is embedded for mobility, teacher furniture, and mobile casework.

Technology Director Warden then offered information on a competitive application submitted to Steelcase for one of 15 Active Learning Center grants to be awarded, which would be used to create an innovative learning space at Lincoln Middle School. She noted that the grant would be used for a multi-modal classroom that would allow seating to be rearranged effortlessly to transition between instructional styles. Technology Director Warden noted that the grant would be valued at \$62,000 retail, and would be announced in early March.

Dr. Heinz noted that the 21<sup>st</sup> century learning spaces are part of the 2020 Vision Strategic Plan, but that meeting the critical infrastructure needs of the District's aging facilities identified in the 10-year Health Life Safety survey are a higher immediate priority. She affirmed that the District would be extremely pleased to have these four model learning spaces at the elementary schools as an outcome of the secured vestibules, as it would allow the District to gain hands-on experience with these reconfigured spaces before moving forward on a larger scale across the District. Kerry Leonard of FGM joined Ms.

Wright, Dr. Heinz and Technology Director Warden in responding to Board member questions about these learning spaces, which are dependent on the secured vestibule project moving forward.

**BOARD AUTHORIZES 2016-17 STAFFING PLAN**

Board  
Authorizes  
2016-17  
Staffing Plan

Assistant Superintendent Martin reported that the staffing plan proposal for 2016-17 presented and discussed at length on February 8 was unchanged, with the exception of removing the recommended reduction of .5 private parochial special education teacher. He reviewed the components of the final proposal, and noted that it calls for potentially hiring up to 8.5 FTE teachers to address projected enrollment changes and 1 occupational therapist to replace a third party contractor at a combined estimated total cost of salary and benefits of \$553,200. Assistant Superintendent Martin, CSBO Kolstad and Dr. Heinz responded to Board member questions about class size guidelines and the timing of when new class sections are added when enrollment at a particular grade level at a school has exceeded the guidelines prior to the beginning of the school year. They confirmed that actual hiring would only occur when a “bubble” section has been verified as having surpassed the guideline, but that this authorization would allow administration to move forward and act upon these situations as they may arise in coming months.

Board President Borrelli invited public comment; none was received.

**ACTION ITEM 16-02-1**

Action Item  
16-02-1

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 recommended 2016-17 Staffing Plan presented and discussed at the February 8, 2016 meeting and revised for the February 22, 2016 Board of Education meeting.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The Board consensus was to schedule further discussion of the District’s class size guidelines model.

**APPROVAL: REORGANIZATION OF SPECIAL EDUCATION  
ADMINISTRATIVE MODEL**

Approval:  
Reorganization of  
Special Education  
Administrative  
Model

Student Services Director Boyd reviewed the proposal that was presented and discussed with the Board at the December 14, 2015 regular meeting. She summarized the history of the proposal, current model, rationale, research and findings previously shared with the Board to reorganize the special education administrative model beginning in 2016-17 to replace two full-time facilitator positions with two full-time special education coordinators requiring administrative licenses. She noted that administration was committed to ensuring that the proposed change would be cost neutral while it would benefit student learning and the District's special education service delivery model. She referenced the Consortium for Educational Change 2015 audit and an analysis of special education data shared with the Board in spring 2015, which pointed out areas where growth can occur. Director Boyd and Dr. Heinz responded to Board member questions about the differences between the two positions, other opportunities for peer-to-peer collaboration, the process that would be followed to fill the positions, and how District 64's model compares to that used in other districts.

Board President Borrelli invited public comment prior to the vote by the Board; none was received.

Board President Borrelli then announced, as recommended by the District's legal counsel, that the Board recognizes the obligation the Board has under the *Illinois Educational Labor Relations Act* to engage in negotiations with the Park Ridge Education Association (PREA) over the reorganization of the Special Education Administrative Model as it affects staff reduction-in-force and reassignment of duties of the current Facilitator positions. He stated that the PREA was notified formally of the Board's consideration of the recommendation at tonight's meeting and was provided with four dates on which to begin negotiations: February 19, 24, 25, and 26 at 4:00 p.m. He further stated that although the PREA has advised the Board that it desires to engage in negotiations, the union has not yet informed the Board of its availability on any of the offered dates or any other dates. He affirmed that the Board intends to adhere to the requirements under the labor law for these negotiations and is ready to begin the process.

#### ACTION ITEM 16-02-2

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 administration's recommendation to reorganize the Special Education Administration Model for the 2016-17 school year by eliminating two (2) full-time Facilitator positions and replacing them with two (2) full-time Special Education Coordinator positions requiring administrative licenses.	Action Item 16-02-2
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The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**FOLLOW-UP – COMPREHENSIVE SAFETY & SECURITY PLAN**

Follow-Up –  
Comprehensive  
Safety & Security  
Plan

CSBO Kolstad reported that several District administrators would be meeting this week on site at the Northeastern Illinois Public Safety Training Academy (NIPSTA) in Glenview with their leadership to formalize the timeline and continue work on the District's comprehensive Safety and Security Plan, and to tour their emergency operations center. She noted that the Board had previously heard from NIPSTA Executive Director Jill Ramaker and her team when the District had updated the Board about progress on the plan at the February 8 Board meeting. Responding to Board member questions, Dr. Heinz and CSBO Kolstad confirmed that NIPSTA would provide consulting services quoted at \$20,000 to help prepare the comprehensive plan that had been described on February 8 that will also identify other steps District 64 should take to improve overall safety and security, and to provide training for staff and follow-up for the first year of implementation. Dr. Heinz noted that the plan is expected by late spring, so that training for all staff can be prepared for the opening of the 2016-17 school year.

**FINANCING OPTIONS PROPOSAL FOR SUMMER 2016  
CONSTRUCTION**

Financing Options  
Proposal for  
Summer 2016  
Construction

CSBO Kolstad noted that for consistency, administration has used the same construction dollar amounts and projects that were itemized in the District's recent application for Qualified School Construction Bonds (QSCB). This includes an estimated \$13 million for summer 2016 projects, and a proposal of \$10 million in construction for summer 2017 and \$13.4 million for summer 2018. She noted that this would fund all of the Health Life Safety work and a large majority of the safe, warm and dry critical infrastructure projects so that most of the priority work would be completed by summer 2018. She noted that the Board at the February 8 meeting had discussed the need to develop other financing options that would not utilize all of the District's Debt Service Extension Base (DSEB) funds in the next two years. Using all the DSEB would mean that future Boards would have no capacity to issue debt for at least 10 years until the DSEB capacity would begin to be freed up as bonds are paid off. CSBO Kolstad noted that Managing Director Elizabeth Hennessy from William Blair was invited to the meeting to review the market update she had prepared and also review the financing options available to the District at this time. Ms. Hennessy then presented a detailed review of her written report, and answered Board questions as she moved through the various options for providing up to \$36.4 million for capital projects. For summer 2016, she noted the proposal was to spend \$8 million in Working Cash and issue \$5 million in non-referendum tax bonds utilizing the District's current DSEB. She

reported that the plan for summer 2017 would be to spend \$2 million from Working Cash and \$8 million in non-referendum tax bonds from current DSEB. She noted that an accumulated balance of \$2 million in the Debt Service Fund also could be used to shorten the length of the debt. Ms. Hennessy also reviewed a plan for 2018 capital needs, and noted that a referendum would be required to increase the District's DSEB in order to issue \$13.4 million in bonds to fund summer 2018 facility work. She reported that April 2017 would be the preferred timing to seek such a referendum, which would allow the District to issue bonds to complete the facilities plan and have bonding authority in the future to maintain its infrastructure.

Ms. Hennessey answered Board questions on the three-year timeframe in which the District must spend capital projects bond proceeds and the schedule of when current Field and Emerson bonds are paid off. She noted the desirability of structuring the debt to keep payments that taxpayers fund through the debt service tax levy steady, rather than dipping down and then up. During further Board discussion, she noted that the current 10-year repayment schedule for 2016 and 2017 bonds would maximize the amount of principal that could be obtained for the least interest possible, but that the debt schedule could be stretched out to give the Board authority to issue further debt earlier than 10 years although it would increase the total cost. She affirmed that a DSEB referendum would give the Board the most flexibility over the long run, although it is more challenging to explain that the District is requesting an increase in its capacity to issue bonds without linking it to a specific request. She also responded to questions about the District's bond rating.

FGM Architect Kerry Leonard also responded to further Board member questions about infrastructure needs beyond the \$36.4 million proposed for 2016, 2017 and 2018. He noted that the Master Facilities Plan had identified close to \$80 million in overall needs, and that even after this first large investment, the District will be continually faced with ongoing work. He also noted that the three-year plan does not include any investment in 21<sup>st</sup> century learning spaces, which had been brought forward through the 2020 Vision Strategic Plan. He and CSBO Kolstad responded to further Board member questions about facility projects identified through the Health Life Safety survey that must be completed in the required timeline.

In reference to CSBO Kolstad's updated long-range financial projections showing the District's Operating Fund balance, Board members engaged in a further discussion of the timing of a DSEB referendum in relation to a possible referendum needed for operations. Board members discussed other scenarios that could be modeled in the long-range projections using different assumptions for future salary increases. CSBO Kolstad stated she currently uses a 3% total salary increase including step and lane. As requested by the Board, she will also generate an alternate projection to change the salary assumption to show the impact of continuing the current contract.

At 10:22 p.m., Board President Borrelli proposed a short recess; the meeting resumed at 10:30 p.m.



## **FIRST READING OF POLICIES FROM PRESS ISSUE 89 AND 90**

First Reading of  
Policies from  
PRESS Issue 89  
and 90

Dr. Heinz noted that Board members Paterno and Zimmerman as the Board's Policy Committee had reviewed the policies. She reviewed each policy in turn and pointed out changes. Upon discussion, Policy 2:150 was removed for further research; the Board consensus was to move all other policies forward for approval.

## **CONSENT AGENDA**

Consent  
Agenda

### **A. PERSONNEL REPORT**

Ellen Eskew	Employ as Special Needs Assistant at Washington School effective January 19, 2016 - \$9,641.55 (prorated 94 days).
Constantina Espinosa	Employ as Assistant at Franklin School effective February 18, 2016 - \$7,385.02 (prorated 72 days).
Olga Frometa-Stengel	Employ as Lunch Program Supervisor at Carpenter School effective February 22, 2016.
Stefanie Paris-Colon	Employ as 5.5 Hrs. 10-Month, Level III Office Associate / Secretary at Washington School effective January 29, 2016 - \$8,069.29 (prorated 86 days).
Owen Brautigam	Leave of Absence Extension Request, Medical – Night Custodian at Emerson School February 18, 2016 - April 1, 2016 (tentative).
Colleen Gilligan	Leave of Absence Extension Request, Parental – Literacy Teacher at Washington School effective August 15, 2016 – June 2, 2017 (tentative).
Angela Taggart	Revised Leave of Absence Request, Maternity – EL Teacher at Field and Emerson School effective April 25, 2016 – May 30, 2016 (tentative).
Dana Wessel	Resign as Instructional Resource Kindergarten Teacher at Franklin School effective June 2, 2016.

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

### **B. BILLS, PAYROLL AND BENEFITS**

10 - Education Fund-----	\$1,016,692.18
20 - Operations and Maintenance Fund -----	206,372.92
30 - Debt Services-----	17,877.55
40 - Transportation Fund -----	290,845.27
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	216,610.00
80 - Tort Immunity Fund -----	12,662.00
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 123971 - 124164

Total: \$1,761,059.92

Payroll and Benefits for Month of January, 2016

10 - Education Fund-----	\$4,028,149.24
20 - Operations and Maintenance Fund -----	216,389.61
40 - Transportation Fund -----	4,618.56
50 - IMRF/FICA -----	82,458.75
51 - SS/Medicare -----	91,705.78
80 - Tort Immunity Fund -----	-

Checks Numbered: 12088 - 12154

Direct Deposit: 900088605 – 900090240

Total: \$4,423,321.94

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

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 JANUARY FINANCIALS ENDING JANUARY 31, 2016

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

D. APPROVAL OF POLICIES FROM PRESS ISSUE 88 AND 89 AND POLICY 2:230

E. APPROVAL OF INTERGOVERNMENTAL AGREEMENT FOR SHARED  
VISION/O&M SERVICES

F. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 16-02-3

Action Item  
16-02-3

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 February 22, 2016, which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending January 31, 2016; Approval of Policies from PRESS Issue 88 and 89 and Policy 2:230; Approval of Intergovernmental Agreement for Shared Vision/O&M Services; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

#### **APPROVAL OF MINUTES**

Approval of  
Minutes

#### **ACTION ITEM 16-02-4**

Action Item  
16-02-4

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 minutes from the Closed Session on January 20, 2016, January 26, 2016 and February 8, 2016; the Special Board Meeting on January 20, 2016; and the Regular Board Meeting on January 26, 2016.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

It was moved by Board member Paterno and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Special Meeting on January 11, 2016.

The votes were cast as follows:

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

NAYS: None.

PRESENT: Zimmerman

ABSENT: None.

The motion carried.

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

Other Discussion  
and Items of  
Information

Dr. Heinz reported that the Elementary Learning Foundation had raised about \$30,000 at its recent annual Casino Night benefit, and that grant applications to receive funding for 2016-17 projects would be due on March 1. She thanked ELF on behalf of the District for its support over the years. Dr. Heinz noted the District was preparing information about current recycling and sustainability practices to correct misinformation in a recent opinion column that had appeared in the Park Ridge Advocate. In response to Board member questions regarding the financial projections shared earlier and the opportunity to extend the need for an operating referendum further into the future, CSBO Kolstad affirmed that administration was continually working on cost cutting and reported that photocopier contracts was a current area of focus for efficiencies.

#### **ADJOURNMENT**

Adjournment

At 11:02 p.m., it was moved by Board member Paterno and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

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President

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Secretary