

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting held at 8:00 p.m.
April 11, 2016
Jefferson School
8200 N. Greendale Avenue
Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:06 p.m. Other Board members in attendance were Scott Zimmerman, Vicki Lee, Mark Eggemann, Bob Johnson, and Dathan Paterno. Board member Tom Sotos arrived during the closed session. 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 Adjourns to
Closed Session

At 6:07 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: Paterno, Zimmerman, Borrelli, Lee, Johnson, Eggemann

NAYS: None

PRESENT: None

ABSENT: Sotos

The motion carried.

PUBLIC COMMENTS

Public
Comments

The Board recessed from closed session at approximately 8:05 p.m. and after a short break resumed the special Board meeting at 8:13 p.m. In addition to those mentioned above, also present were Director of Innovation and Instructional Technology Mary Jane Warden, Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, and 20 additional members of the public.

Board President Borrelli reported on the status of negotiations with teachers represented by the Park Ridge Education Association on a new collective bargaining agreement. He reported that the Board had met on April 6 with the negotiating committee of the PREA.

He noted that the group continues to discuss many of the articles of the contract and has come to a tentative agreement on some, in part or both. He stated that the group has much to do. He stated that the Board understands that this negotiation is different and difficult, as a much wider group of issues is being discussed than in the past. He stated that the Board appreciates the patience and understanding of the PREA negotiating team at this time and that the Board also realizes the incredible value our staff supplies to our District. Board President Borrelli noted that our District would not be what it is if not for our staff. He stated that the Board would like to make clear its intent to work to produce a final document that will be fair and understandable to both parties.

Board President Borrelli then reviewed the tentative agenda for the next Board meeting and announced that an invitation had been received from Roosevelt PTO for himself and other Board representatives to attend its meeting on April 13.

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

UPDATE ON TECHNOLOGY

Update on
Technology

Technology Director Warden provided an overview of technology in District 64 for the 2015-16 school year as seen through the four dimensions of the BrightBytes *CASE* Framework. She noted that the Board had received a report on the BrightBytes survey utilizing this same framework earlier in the fall. Director Warden began with the *C* in *CASE*, describing the work being done in Classrooms this year. She provided many examples of the innovative ways technology is being used in the classroom at different grade levels during the second year of District 64's 1:1 learning initiative to develop students who master the 4 *C*'s of communication, collaboration, critical thinking, and creativity. She noted that the Board had also heard additional examples through the year during the welcome presentations made by principals as the regular Board meetings rotated to each school. Director Warden also pointed out the ongoing work of the District's Technology Implementation Committee (TIC), which tackles various technology integration topics, which this year included a new handwriting/typing scope and sequence, digital citizenship curriculum and instruction, and a new system to evaluate apps, extensions and software to best serve students and staff in teaching and learning. Director Warden announced that the Board and community would have a further opportunity to hear from students directly at a Student Technology Showcase at 6:30 p.m. in advance of the May 23 regular Board meeting at Emerson.

Moving to the other letters in *CASE*, she described the *A*/Access provided to learning tools, resources and opportunities provided. She noted the District was exemplary in this area with the implementation of the 1:1 learning environment for grades 3-8. Based on the District's commitment to continuous improvement and growth, Director Warden noted that providing opportunities for staff to continue developing *S*/Skills remained a priority. She reviewed the many technology skills and integration topics offered at Institute Days for staff, in addition to the ongoing job-embedded coaching provided by the District's Instructional Technology Coaches at each school. She also noted the robust

Parent University series offered to parents through the year with its many technology-related topics.

Turning to the final area within the framework, *E/Environment*, she noted that policies, practices and procedures were in place along with increased technology support personnel to support the expanded fleet of devices. She then addressed the unacceptable performance the District had experienced with Generation 1 Dell Chromebooks purchased in June 2014. She provided details from the department's meticulous records that indicate a 25% failure rate just counting logic board repairs, and that repairs, parts and replacements have amounted to over \$103,000. She noted that the District has been in negotiations with Dell leadership to rectify this matter and that the District is determined to be compensated by Dell for this unacceptable product performance. Director Warden stated a further update would be provided at the April 25 meeting. She responded to Board member questions, and noted that District 64's equipment failure rate is unusual, and that other districts she had polled, such as Maine Township High School 207, had not experienced this rate. She confirmed that these problems are not student damage to the devices but failures within the product itself, and that Dell is fully aware of the extent of the problem based on the complete evidence District 64 provided.

The Board then agreed by consensus to shift the order of the agenda to consider the hot lunch program next.

UPDATE ON ELEMENTARY HOT LUNCH PROGRAM

Update on Elementary
Hot Lunch Program

CSBO Kolstad distributed updated sales projections to the Board for the proposed elementary hot lunch program. She noted that the District had prepared an extensive list of responses to Frequently Asked Questions based on the recent parent survey, and that these are being placed on the District website. In reviewing start-up costs, she noted that plans for delivering the food prepared centrally by Arbor at Emerson Middle School's kitchen to the five elementary schools had been further refined, and that the cost of a new box truck had been eliminated since the deliveries could be incorporated into the District's regular daily delivery route. She provided further details on how the food would be transported to meet all food safety handling requirements.

CSBO Kolstad then introduced Arbor Vice President of Operations Marjana Nixon and District Manager Brit Conley. The representatives reported that they had reviewed the recent parent survey and all comments submitted by parents. They reported that many comments were focused around the menu. They provided more details about what menu choices would be provided for the elementary school lunch that would be possible within the suggested daily lunch price point and with a goal of offering as much organic and locally sourced food as economically feasible. The hot lunch typically would include an entrée, fruit, vegetable and beverage. They stated the hope would be to find a happy medium that would please the majority. They also described how Arbor's dietitians work to develop the menu and also participate in expanding students' nutrition awareness through resources and interactive programs, such as "Ask the Dietitian" conducted this year at both Emerson and Lincoln middle schools. Returning to the parent survey, they

noted many comments also were focused on green and sustainability efforts. They provided Board members with samples and costs for a compostable tray and a coordinating compostable garbage bag that would allow all the used trays to be composted. They noted various other alternatives for serve ware that could be separated after use for recycling instead, and also discussed recycling of milk cartons. They concluded by noting that the costs and logistics of all options would be further refined before a final choice is made for the program, but that the District would have control over these choices. CSBO Kolstad and the representatives responded to Board member questions about participation in the federal lunch program and comparison of waste generated by the current PTO/A hot lunch programs versus the new daily hot lunch proposal. CSBO Kolstad also noted the District was continuing its conversations with PTO/A leaders about the start-up costs for the program.

WEBSITE ANALYTICS REPORT

Website Analytics Report

Director Warden shared analytics about use of the District's redesigned website, which was launched in June 2014. She provided metrics that compare performance in calendar year 2015 using the same data points assessed during the development of the new website by consultant American Eagle. She provided an array of data on how the public interacts with the website, and noted that website visits had increased by about one-third over the 2013 baseline year, with the peak similarly occurring in August at the start of the school year and the dips during vacation periods. In terms of visitors, she noted that about 15% were new visitors and that overall, about 14% of visits were made through a mobile device. She reported that mobile device users almost doubled in the comparison period, which aligns with market trends as smartphones become larger and more ubiquitous. Reviewing how site visitors are engaging with the website, Director Warden concluded that the data indicate that the website appears to be successfully delivering users to the content they are seeking without extensive searching to find it. She then provided detailed metrics developed through heat maps, indicating that users on the District site are most often seeking content related to news, staff contact information, teacher web pages, the calendar, and school websites, while users of the school sites are most often seeking directory/teacher web pages, District news and calendar, the District site, and the student menu with support for students such as online learning resources. Director Warden also shared information on the top 30 pages receiving the most visits overall, with the highest being the school student portals and staff directories, both of which lead to teacher web pages. She concluded by noting that visits to the District website are mainly driven by content connected directly to student learning, instructional resources, and teacher pages.

Director Warden responded to Board member questions and comments about the site and visit patterns. She noted that several projects are underway to enhance the site's performance and systems. Overall, she noted the District was extremely pleased with the performance of the site, the surge in usage particularly from mobile users, the high interest in pages directly linked to student learning and instructional resources, and the attention to news and calendars. She confirmed that the District would update the report annually using the American Eagle report as a baseline for comparison.

APPROVAL OF EXTENDED DAY KINDERGARTEN RATES FOR 2016-17 SCHOOL YEAR

Approval of Extended
Day Kindergarten
Rates for 2016-17
School Year

CSBO Kolstad acknowledged the work of Jefferson Principal Lisa Halverson and Assistant Business Manager Brian Imhoff in analyzing and developing the proposed schedule of fees for the optional extended day kindergarten program and the related early morning program, which are both conducted at Jefferson. She noted that based on kindergarten enrollment projections developed by the District in February, expected enrollment in the extended day program would not generate sufficient revenue to cover the projected increase in salary and benefit costs for program staff. She stated the proposed increase was intended to ensure that both programs remain self-sustaining.

Action Item 16-04-1

Action Item
16-04-1

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 tuition for the 2016-17 Jefferson School Extended Day program at \$23 per day and the 2016-17 Jefferson School Early Morning program at \$11 per day.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

Joseph Hancock Jr.	Resign as Night Custodian at Washington School effective April 13, 2016.
Adrian Ortiz	Resign as District Skilled Maintenance effective June 1, 2016.
Susan Herman	Retire as District Technologist at Lincoln School effective June 16, 2016.

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

B. APPROVAL OF 2016-17 STUDENT-PARENT HANDBOOK

ACTION ITEM 16-04-2

Action Item
16-04-2

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 Consent Agenda of April 11, 2016, which includes the Personnel Report and approval of 2016-17 Student-Parent Handbook.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

ADJOURNMENT TO CLOSED SESSION

Adjournment
to Closed
Session

Dr. Heinz briefly reported on the status of the search for a new principal at Franklin School, and noted she had conducted a parent survey related to upcoming interviews of finalists.

At 9:28 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman to return to the closed session conducted at the start of the meeting and to also reconvene the same closed session on April 20, 2016 at 7:00 p.m. at the District 64 Educational Service Center, 164 S. Prospect, Park Ridge, which was approved unanimously by voice vote.

President

Secretary