

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Special Board of Education Meeting held at 8:00 p.m.**

**August 8, 2016  
Jefferson School – Multipurpose Room  
8200 N. Greendale Avenue  
Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:01 p.m. Other Board members in attendance were Vicki Lee, Dathan Paterno, and Scott Zimmerman. Board member Mark Eggemann arrived during the closed session; Board members Bob Johnson and Tom Sotos were absent. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent 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 Recesses  
and Adjourns to  
Closed Session

At 6:02 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)]; 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)]; and the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2(c)(10)].

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Lee

NAYS: None.

PRESENT: None.

ABSENT: Sotos, Johnson, Eggemann

The motion carried.

**BOARD CONVENES COMMITTEE-OF-THE-WHOLE:  
STUDENT ACHIEVEMENT UPDATE/SCORECARD**

Board Convenes  
Committee-of-the-Whole:  
Student Achievement  
Update/Scorecard

The Board adjourned from closed session at approximately 7:15 p.m. and after a brief recess, convened a Committee-of-the-Whole: Student

Achievement Update/Scorecard. 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, Public Information Coordinator Bernadette Tramm, and 20 members of the public.

## **BOARD RESUMES SPECIAL BOARD MEETING**

Board Resumes  
Special Board  
Meeting

The Board adjourned from the Committee-of-the-Whole: Student Achievement Update/Scorecard and resumed the special Board meeting at 8:18 p.m.

Board President Borrelli provided an update on the progress of negotiating a new collective bargaining agreement with teachers, represented by the Park Ridge Education Association (PREA). He reported that the Board is scheduled to resume contract talks with the PREA on Thursday, August 11.

## **PUBLIC COMMENTS**

Public  
Comments

Board President Borrelli invited comments from members of the public on items not on the agenda, which were received as follows:

- Peter Karas, a Park Ridge resident, questioned the Board regarding the process of negotiating the new teacher contract and items within the current CBA. Dr. Heinz urged Mr. Karas to contact her at his convenience for further conversation on his concerns.

## **CONSTRUCTION UPDATE**

Construction  
Update

CSBO Kolstad introduced from FGM Architects Jim Woods, District 64's new principal architect, and Terri Wright; Facility Management Director Ron DeGeorge also participated in the presentation and discussion. Ms. Wright summarized that additional roofing repair is unexpectedly required at Carpenter School to replace the tectum roof deck component, which was found to be structurally compromised most likely due to water damage over many years. She reported that the problem was discovered during the planned replacement of the exterior roofing shingles this summer. Ms. Wright identified the options as either to replace the tectum system with a similar product or to install a new acoustical metal deck for gyms using current technology. She confirmed that the project is considered urgent, and must be completed this fall in advance of cold weather and the winter snow load. The architects and Mr. DeGeorge responded to Board member questions. It was noted access to the gym and any construction areas near the school would be restricted for safety when construction begins, and that every effort will be made to avoid disrupting student learning while keeping safety at the forefront. CSBO Kolstad and architect Woods confirmed that the tectum component of the roof is very old, and that they had reviewed the available drawings for the original building as part of their continuing investigation of the problem. The architects noted that the District's construction managers Nicholas & Associates are pricing both options and if the costs are found to be similar, the recommendation would be to seek bids for installing the more advanced metal technology.

Facility Director DeGeorge then provided an update on the completion of other summer 2016 projects as opening day approaches. He reviewed the final work being completed on Washington School, including the secure vestibule, office/classroom reconfiguration, and an update to the Learning Resource Center. He noted all other summer 2016 projects are moving to completion.

Turning to other facility concerns, Director DeGeorge reported that when HVAC equipment at Carpenter School was being reinstalled following the roofing project in the main portion of the building, it was discovered that various mechanical components and some technology-related equipment had been damaged in a way suggesting they experienced a power surge during a storm at some point earlier in the summer; the building does not have power surge protection. Director DeGeorge reported that he is working with the manufacturer on repair options with the goal of having the system fully functioning for the start of school. CSBO Kolstad also confirmed that the District's insurance cooperative had been contacted to pursue a claim. Director DeGeorge affirmed that the current HVAC issue at Carpenter is unrelated to the ongoing difficulties experienced with the operation of the new system installed at the school in recent years. He described a pilot project before school ended to "twin" the cassettes in one classroom so they would work in tandem rather than separately, which had shown positive results. Director DeGeorge noted that he had hoped to deploy this strategy throughout the building during the summer, but will now be delayed. Director DeGeorge also provided an update on a variety of infrastructure work at other schools, such as a concrete walkway and adjacent downspout rerouting to correct hazardous flooding and ice buildup in an outdoor area at Lincoln Middle School, and parking lot asphalt and resurfacing at multiple schools. Dr. Heinz noted that she would continue to provide weekly facility updates directly to the Board.

#### **APPROVAL OF ELECTRICAL SERVICE CONTRACT**

Approval of  
Electrical Service  
Contract

CSBO Kolstad reported that the District' current five-year electrical contract would expire in December, and that electrical broker SaveWave Energy had assisted the District in bidding for a new supplier for either a 12-, 24- or 36-month period. She noted that the broker's cost is included in the kilowatt-hour (kWh) charge the District will pay to the electricity supplier. Based on an analysis of the nine bids received, she recommended the District select a 12-month contract with Direct Energy at a cost of \$0.06256 per kWh including all supply charges except for the ComEd transmission charge, for a 12-month savings of about \$38,000 over the prior 12-month usage and costs from the previous supplier.

#### ACTION ITEM 16-08-1

Action Item  
16-08-1

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 contract with Direct Energy for electrical service at all District buildings for the period of December 2016 to December 2017 (12 months) as presented.

The votes were cast as follows:

AYES: Eggemann, Lee, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: None.

ABSENT: Johnson, Sotos

The motion carried.

### **DISCUSSION ON COPIER SOLUTIONS CONTINUED**

Discussion on Copier  
Solutions Continued

CSBO Kolstad presented further information as requested by the Board at the July 18, 2016 meeting on a new approach to the District's copying and printer needs developed by members of the District Technology Department and the Business Office, using the assistance of Impact, a company that develops managed print solutions. CSBO Kolstad reported that reducing the proposed lease from five years to three would eliminate the savings the District had anticipated realizing from the new approach. She also noted that based on the extraordinary investment of time from District staff as well as from Impact, it would be difficult to package the work for bidding in a way that would adequately reflect this prior investment in research to place all bidders on equal terms and without District personnel re-doing the work with new bidder(s). Board members further discussed the proposal, which CSBO Kolstad recommended be brought back for Board approval on August 22, 2016.

### **OUTSTANDING STUDENT FEES 2015-16**

Outstanding Student  
Fees 2015-16

CSBO Kolstad presented information on the District's collection procedures for student fees and a history of unpaid fees for the last four years. She reported that as of June 30, 2016, 92 students had unpaid fees, which is about 2% of the student population and totals approximately \$22,000. CSBO Kolstad will continue to monitor unpaid fees and report periodically to the Board.

### **DISCUSSION AND APPROVAL OF BUILDING AND DISTRICT CERTIFIED ADMINISTRATIVE SALARIES**

Discussion and Approval  
of Building and District  
Certified Administrative  
Salaries

Dr. Heinz reported the Board would defer approval of this action item until the August 22, 2016 meeting. During Board discussion, Dr. Heinz was requested to prepare a recommendation for that meeting regarding administrative salary raises tied in some way to reflect CPI growth and to also provide for funds to be distributed by the Superintendent based on performance evaluations and to bring individuals into alignment with the local educational market to maintain District 64's competitive position in attracting and retaining highly qualified administrators.

## **DISCUSSION AND APPROVAL OF SUPERINTENDENT SALARY**

Board President Borrelli announced that discussion and approval of the Superintendent's salary would be similarly deferred.

Discussion and Approval of Superintendent Salary

## **APPROVAL OF LUNCHROOM SUPERVISOR HOURLY RATE EFFECTIVE AUGUST 17, 2016**

Assistant Superintendent Martin reported that the District had found it increasingly difficult to attract and keep quality supervisors for the elementary lunchroom program, and noted that these employees are responsible for the safety and security of all elementary students daily in the lunchrooms and during lunch recess. He pointed out the hourly rates for the three categories of employees had remained unchanged since adopted in 2013, and had now become a deterrent in filling supervisor spots with 3-5 remaining unfilled daily at each school and contributing to the high turnover of staff. He noted a greater challenge in attracting and retaining Head and Assistant Head Lunchroom Supervisors, whose level of responsibilities is not reflected in the hourly rate. Administration, therefore, recommends adjusting the hourly rates to help increase the pool of qualified supervisors and make the Head/Assistant Head positions more attractive and commensurate with their responsibilities.

Approval of Lunchroom Supervisor Hourly Rate Effective August 17, 2016

### ACTION ITEM 16-08-4

Action Item  
16-08-4

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 wage recommendations for Lunchroom Supervisors as presented effective with the 2016-17 school year.

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Lee, Eggemann

NAYS: None.

PRESENT: None.

ABSENT: Sotos, Johnson

The motion carried.

## **APPROVAL OF EXTENSION OF ARBOR FOOD SERVICE AGREEMENT & MIDDLE SCHOOL HOT LUNCH PRICES**

CSBO Kolstad reviewed the operation of the current hot lunch program at the two middle schools by Arbor Management, which was awarded the contract in May 2009 through a bidding process and renewed annually. She noted that District 64 does not qualify for the National School

Approval of Extension of Arbor Food Service Agreement & Middle School Hot Lunch Prices

Lunch Program, but is still required to serve free lunches to various qualified students. She pointed out the District's current plated lunch or equivalent sack lunch at the elementary school level is valued at \$2.70, which is 37-cents below the quality level that NSLP would expect. CSBO Kolstad recommended that the District, therefore, provide a higher quality lunch to these students by increasing the daily plate lunch to \$2.95. She also recommended modest increases to the ala carte items at the middle school. Finally, she affirmed that administration would be bidding out the food service contract for the 2017-18 school year for all middle schools and for the first time, for all elementary schools. She noted the District had a surplus of about \$40,000 from the operation of the program in 2015-16. CSBO Kolstad noted that the District would also expand the option to purchase the newer, higher quality lunch to other students at the elementary schools to ensure that those receiving free lunches are not unduly identified. Dr. Heinz pointed out that some of the PTO/A-selected lunch vendors at the elementary schools this year had announced prices of around \$5 or more per lunch.

ACTION ITEM 16-08-5

Action Item  
16-08-5

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 the Arbor Management Contract Extension for the 2016-17 School Year and approve the 2016-17 Middle School Daily Plated and Elementary Sack Lunch Price to \$2.95 and increase the ala carte prices as presented.

The votes were cast as follows:

AYES: Eggemann, Lee, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: None.

ABSENT: Johnson, Sotos

The motion carried.

**DISCUSSION ON CONCUSSION TESTING**

Discussion on  
Concussion Testing

Assistant Superintendent Lopez provided background on the District's voluntary baseline concussion testing program for middle school students participating in interscholastic basketball, volleyball, and wrestling, per Board Policy 7:300. She reviewed the current procedures, and noted that for 2016-17, coaches would be required to complete concussion training every other school year. She reported that over the past two years, 55 students had participated in the program, or approximately one-third, and noted that all interscholastic participation forms include concussion education information for parents.

**FIRST READING PRESS POLICIES 7:190, 7:200, 7:210, 7:220,  
7:230**

First Reading PRESS  
Policies 7:190, 7:200,  
7:210, 7:220, 7:230

As introduced at the July 18, 2016 meeting, Dr. Heinz continued the review of recommended updates to a series of PRESS policies, which are being revised to reflect changes in the law and procedures governing student discipline as found in Senate Bill 100 (SB100). Since that meeting, Dr. Heinz reported that the District's policy team and the Board Policy Committee had met to further review the recommended revisions. Dr. Heinz then conducted a detailed review of any further changes recommended by these two groups. The final policies will be brought to the Board for adoption on August 22, 2016.

**CONSENT AGENDA**

Consent  
Agenda

Assistant Superintendent Martin noted that an updated version of the personnel report had been distributed to the Board at the start of the meeting to reflect hiring needed in preparation for the opening of school.

**A. PERSONNEL REPORT**

Caitlin Cooney	Employ as Special Education Teacher at Washington School, effective August 15, 2016 - \$55,878.00. " <i>Salary amount is subject to change according to the outcome of the bargaining with PREA</i> ".
Jillian Gronwick	Employ as Special Education Teacher at Lincoln School, effective August 15, 2016 - \$48,582.00. " <i>Salary amount is subject to change according to the outcome of the bargaining with PREA</i> ".
Kathryn Hurman	Employ as (.50) Part-time Kindergarten Teacher at Field School, effective August 15, 2016 - \$27,939.00. " <i>Salary amount is subject to change according to the outcome of the bargaining with PREA</i> ".
Peter Pierucci	Employ as 10-Month Building Technologist at Lincoln School Effective 8/5/2016 - \$32,000.00.
Robert Rasmussen	Employ as 3rd Grade Teacher at Franklin School, effective August 15, 2016 - \$55,878.00. " <i>Salary amount is subject to change according to the outcome of the bargaining with PREA</i> ".
Amy Rooney	Employ as Early Childhood Teacher at Jefferson School effective August 15, 2016 - \$50,394.00. " <i>Salary amount is subject to change according to the outcome of the bargaining with PREA</i> ".

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Stephanie Sosa Rosales	Employ as 12-month Level III Secretary for Student Services, at ESC start date August 8, 2016 - \$17.06 hr.
Anthony Surdo	Employ as Special Education Resource Assistant at Washington School effective August 15, 2016 - \$15.78 hr. <i>"Salary amount is subject to change according to the outcome of bargaining with PRTAA".</i>
Anna Toulon	Employ as 2nd Grade Teacher at Roosevelt School , effective August 15, 2016 - \$48,582.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA".</i>
Katie Walsh	Employ as Assistant at Field School effective August 15, 2016 - \$15.78 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Samantha Wietecha	Employee as C of C LA/Math Teacher at Emerson School, effective August 15, 2016 - \$61,327.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA".</i>
Emilee Wolinetz	Employ as Special Education Resource Assistant at Washington School effective August 15, 2016 – \$15.78 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Danielle Bogolub	Employ / rehire as Special Needs Assistant at Franklin School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Connie Espinosa	Employ / rehire as Assistant at Franklin School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Jennifer Goodman	Employ / rehire as Special Needs Assistant at Franklin School effective August 15, 2016 – \$15.48 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
John Crowl	Employ / rehire as Math Intervention Teacher at Emerson School effective August 15, 2016 - \$57,699.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA".</i>

Heather Friese	Employ /Rehire as .30 Physical Education Teacher at Field School, effective August 15, 2016 - \$26,894.75. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA".</i>
Deirdre Gallagher	Employ / rehire as Special Needs Assistant at Franklin School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Pam Johnson	Employ / rehire as Part-time (.50) C of C Teacher at Carpenter School effective August 15, 2016 – \$35,624.00. <i>"Salary amount is subject to change according to the outcome of the bargaining with PREA".</i>
Minh Thu Thi Nguyen	Employ / rehire as Health Assistant at Carpenter School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Renee Migon	Employ / rehire as Extended Day Assistant at Jefferson School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Staci Rusch	Employ / rehire as (.57) Part-Time 4 hrs. per day Health Assistant at Jefferson School beginning August 15, 2016 - \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Beth Snyder	Employ / rehire as One-on-One Special Needs Assistant at Franklin School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Amy Tecu	Employ / rehire as (.50) Part-time Extended Day Assistant at Jefferson School effective August 15, 2016 – \$16.14 hr. <i>"Salary amount is subject to change according to the outcome of the bargaining with PRTAA".</i>
Kelly Craig	Change of Assignment from Accounting Assistant Level IV to Accounting Specialist Level V effective July 1, 2016.
Selma Duka	Change of Assignment from District Substitute Custodian to Night Custodian at Washington School effective July 1, 2016.

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Barbara Fisher	Change of salary from \$54,027.00 to \$57,662.00 from the July 18, 2016 Personnel Report.
Lynne Bugai	Leave of Absence Request, Personal – Kindergarten Teacher at Roosevelt School effective August 15, 2016 – June 2, 2017 (tentative).
Carrie Carmichael	Resign as Early Childhood Teacher at Jefferson School effective June 2, 2016.
Gretchen Glauser	Resign as Instructional Resource Teacher at Lincoln School effective June 2, 2016.
Dimitra Katsoulis	Resign as Special Needs Assistant at Field School effective June 2, 2016.
Kevin Maloney	Resign as Extended Day Assistant at Jefferson School effective June 2, 2016.
Angela Taggart	Resign as 4th Grade Teacher at Field School effective June 2, 2016.
Margaret Makula	Retire as Instructional Resource Assistant at Lincoln School effective June 2, 2016.

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

ACTION ITEM 16-08-6

Action Item  
16-08-6

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of August 8, 2016.

The votes were cast as follows:

AYES: Paterno, Zimmerman, Borrelli, Lee, Eggemann

NAYS: None.

PRESENT: None.

ABSENT: Sotos, Johnson

The motion carried

**OTHER DISCUSSION AND ITEMS OF INFORMATION**

Other Discussion  
and Items of  
Information

Dr. Heinz reported on upcoming agendas, including the Board's scheduled tour of the Washington School secured vestibule in advance of the August 22, 2016 meeting; FOIA requests; and preparations for staff Institute Days on August 15 and 16 and the schedule for the opening of school. She noted that the 21<sup>st</sup> century learning space at Lincoln funded with grant donations was nearing completion. Dr. Heinz noted that several grade levels at some of the schools are on the "bubble" for creating a new section and are being monitored closely with calls being made to families to verify their intention to return. She also reported on New Teacher Orientation activities.

In addition, Dr. Heinz reviewed student discipline data for the 2015-16 school year, and provided comparison data from the prior year for higher level discipline issues. Dr. Heinz noted that as the District moves to a positive behavioral intervention and supports (PBIS) approach, monthly data at the school level can help identify what areas need more targeted teaching to proactively address concerns. She noted PBIS is a prevention-oriented model.

**ADJOURNMENT**

Adjournment

At 10:26 p.m., it was moved by Board member Zimmerman and seconded by Board member Paterno to adjourn, which was approved by voice vote.

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President

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Secretary