

BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.
November 14, 2016
Field Elementary School - South Gym
707 N. Wisner Avenue
Park Ridge, IL 60068

Board President Anthony Borrelli called the meeting to order at 6:18 p.m. Other Board members in attendance were Tom Sotos, Dathan Paterno, Scott Zimmerman, Vicki Lee, Bob Johnson, and Mark Eggemann. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent Joel Martin, Director of Student Services Jane Boyd, 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 6:19 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)].

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

The Board adjourned from closed session at 7:04 p.m. and took a short recess before convening the public hearing.

PUBLIC HEARING ON ADMINISTRATIVE COST CAP

Public Hearing on
Administrative
Cost Cap

At 7:09 p.m., Board President Borrelli convened a public hearing on the administrative cost cap. In addition to those mentioned above, also in attendance were Assistant Superintendent Lori Lopez, Director of Facility Management Ron DeGeorge, Director of Innovation and Instructional Technology Mary Jane Warden, and approximately 120 members of the public.

Chief School Business Official Kolstad provided a brief overview of the changes in the Special Education Department supervision model, which resulted in the reduction of two facilitator positions and their replacement with two administrator positions. She pointed out that since the salaries were moved into an administrative classification, administration expenditures within this specific department had increased by more than 5% and would need a one-year waiver under Illinois School Code accounting rules. The action tonight would submit a waiver request for approval to the State Board.

Board President Borrelli invited public comments, which were received as follows:

- Park Ridge Education Association (PREA) President Erin Breen reminded the Board that PREA had provided its detailed comments against the elimination of the two certified staff positions several months ago when the Board authorized the transition to the new model.

At 7:13 p.m., Board President Borrelli adjourned the public hearing and immediately resumed the regular meeting.

PLEDGE OF ALLEGIANCE & WELCOME

Principal Katie Kelly welcomed the Board to the school and introduced the 4th and 5th grade chorus to lead the Pledge of Allegiance and sing the national anthem. A presentation by Principal Kelly and teachers focused on the many projects of the school’s Diversity Committee ongoing work in helping all students celebrate their uniqueness and to foster understanding of the school’s linguistic and cultural diversity. A group of fourth grade students and their teacher Caroline Schaab then described how they use time within an “x” block each day to meet their unique learning needs. Dr. Heinz and Board President Borrelli thanked Principal Kelly for the warm welcome and presentations.

Pledge of
Allegiance and
Welcome

SCHOOL BOARD MEMBERS APPRECIATION DAY

Dr. Heinz reported that District 64 is joining with other school districts to thank the seven members of the Board for their partnership, vision, dedication and volunteerism in the important work they do on behalf of the entire District 64 community. Dr. Heinz noted that this year’s statewide theme, *Leadership Starts Here*, emphasizes the unique role that Board members play in making the crucial decisions that guide our schools. Mrs. Schaab’s fourth grade students then presented certificates of appreciation to Board members on behalf of the community.

School Board
Members
Appreciation Day

PUBLIC COMMENTS

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

- Elizabeth Ryles, representing Go Green Park Ridge, urged the District to continue efforts to learn more about and adopt natural lawn care and pesticide elimination practices.

Public
Comments

**RESOLUTION #1171 APPROVING APPLICATION FOR
WAIVER OF ADMINISTRATIVE COST CAP**

Resolution #1171
Approving Application for
Waiver of Administrative
Cost Cap

CSBO Kolstad affirmed that the District's transition from the use of a peer-to-peer facilitator model to one using administrators was cost neutral, but because the accounting line items are different for these job types, the District must seek a waiver for 2016-17.

ACTION ITEM 16-11-1

Action Item
16-11-1

It was moved by Board member Zimmerman and seconded by Board member Johnson that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve Resolution #1171 Approving Application for Waiver of Administrative Cost Cap for the 2016-17 School Year.

The votes were cast as follows:

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

NAYS: Sotos

PRESENT: None.

ABSENT: None.

The motion carried.

**RECOGNITION OF FIELD SCHOOL ALUMNA HILLARY
RODHAM CLINTON**

Recognition of Field
School Alumna
Hillary Rodham
Clinton

Dr. Heinz announced that it is the District's intention to rename the Learning Resource Center in honor of Field alumna Hillary Clinton, as provided for in Board Policy 4:150. Dr. Heinz expressed the District's pride in having educated Secretary Clinton from her entry as a kindergartner in 1952 through her graduation from 8th grade in 1961. Dr. Heinz stated that her historic candidacy for the office of President of the United States and years of public service will serve as an example to all District 64 students today and tomorrow of the boundless opportunities offered to them as graduates of America's public schools. Dr. Heinz recalled Secretary Clinton's previous visit to the school as First Lady in 1997, and noted the specially inscribed 6th grade photos that now are displayed on the school's memory wall. Dr. Heinz then introduced two classmates of Secretary Clinton, Ernie Ricketts and Betsy Ebeling, who reminisced about their years at Field along with Secretary Clinton and the quality of education they received. They expressed their pride as fellow alumni of Field and District 64, and affirmed that designating the Learning Resource Center in Secretary Clinton's honor is a particularly appropriate way to acknowledge her life-long love of learning that can equally serve to inspire students alongside her achievements in the law and in public service. Dr. Heinz announced that a permanent sign would be prepared and placed in the LRC to announce this designation.

Board members then agreed by consensus to adjust the order of the agenda.

**Continuation of Health Life Safety/Master Facility Plan
Discussion and Carpenter Roof and Lincoln Windows
Construction Update**

Continuation of Health
Life Safety/Master
Facility Plan
Discussion and
Carpenter Roof and
Lincoln Windows
Construction Update

CSBO Kolstad reported on the additional analysis completed since the previous meeting by administration working with Studio GC consulting architects to re-verify and re-estimate items in the Health Life Safety (HLS) survey and Master Facilities Plan (MFP). She introduced Studio GC architects Pat Callahan and Rick Petricek to review an updated long-range projection, which includes estimated expenditures to meet Health Life Safety survey requirements and additional expenditures for recommended critical infrastructure work. CSBO Kolstad then introduced a draft list of projects that the team is recommending for completion in summer 2017. Maintaining the District's focus on providing "safe, warm and dry" learning environments, Dr. Heinz pointed out the projects are focused on the District's three oldest schools dating to 1928 – Field, Roosevelt and Lincoln, which have many remaining challenges to be addressed. CSBO Kolstad noted that the identified projects include: roof areas at Roosevelt; window replacement at Field; roof work, renovation of the Learning Resource Center, and creation of a secure vestibule at Lincoln; and roof work at Franklin School. She estimated the cost including fees would be approximately \$6 million, but that these projections are still being updated. CSBO Kolstad provided more detailed information about the fee percentages for architectural services and for construction management for this work. Discussion focused on: the balance of scheduling priority work in a way that would group several projects of differing urgency at a school together in a single year with the goal of not disturbing improvements that had already been completed if the projects were scheduled across several years solely based on the priority level; the administration's recommendation to continue scheduling secure vestibule projects at all schools in coming years; and funding options for the work. Dr. Heinz and CSBO Kolstad noted that the summer priority projects list would continue to be adjusted as estimates are further refined and a final review of priority projects is completed. CSBO Kolstad noted that Elizabeth Hennessy of William Blair would be providing the Board with updated options to fund 2017 summer projects specifically and for financing future facility work at an upcoming meeting, and that the Board would be asked ideally at the November 28 special meeting to approve moving forward to obtain construction bids for summer 2017 projects. The Board consensus was to request that the summer proposal be divided into several packages for Board approval. Board members also requested additional information on experience thus far with the new Washington School vestibule and an update to the long-term financial projections of expenditures for facility work in summer 2017.

DISCUSSION AND APPROVAL OF REORGANIZATION OF SCHOOL HEALTH SERVICES FOR 2017-18 SCHOOL YEAR

Student Services Director Boyd summarized the recommendation proposed initially at the August 22 meeting and revisited at several other meetings during the fall to modify the District's health service model to provide more immediate, timely support to meet the expanded and more complex health needs of student and staff. She noted that the change is in alignment with the service model offered by the vast majority of districts in the north suburban area and focuses on replacing the health assistants at each school with a more highly trained health care provider. She reviewed three options to achieve this goal by utilizing individuals

Discussion and Approval of Reorganization of School Health Services for 2017-18 School Year

with a mix of designations, ranging from Certified School Nurse, Registered Nurse, and Licensed Practical Nurse. She also reviewed the recommendation of how the transition would be accomplished for 2017-18, and the commitment that was made with the Park Ridge Teachers Assistant Association to make sure that any displaced health assistant, should they desire to make an employment shift within District 64, would have a position covered by PRTAA in 2017-18. During a period of Board discussion, Director Boyd, Assistant Superintendent Martin and CSBO Kolstad provided additional information on increased costs depending on the option selected; the ability to attract RNs to District 64 for positions in 2017-18; the preference for using RNs when available instead of LPNs; the continued potential need for additional RNs whenever required by the individual care plan for a student; the ability of RNs to assess and develop care plans and administer medication; and the transition plan for current health staff to other PRTAA positions in 2017-18.

Board President Borrelli invited public comments, which was received as follows:

- Joan Sandrik, a Park Ridge resident, urged the Board to fund RNs at all schools.
- Terry Dieschbourg, Lincoln Middle School health assistant, expressed concerns about how the proposal process has been handled with the current health staff.
- Karen Nicolopoulos, Franklin School part-time health assistant, also expressed concerns about how the proposal was handled with current staff.

In response to comments made, Director Boyd affirmed that the District would organize health staff under the new model to continue providing all required vision and hearing screening services to students and to monitor all needed health documentation.

ACTION ITEM 16-11-4

Action Item
16-11-4

It was moved by Board member Johnson and seconded by Board member Paterno that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the reorganization of the District's Health Services Model Option B as reflected effective for the 2017-18 school year.

The votes were cast as follows:

AYES: Eggemann, Johnson, Borrelli, Zimmerman, Paterno

NAYS: Lee, Sotos

PRESENT: None.

ABSENT: None.

The motion carried.

Board President Borrelli permitted an additional comment from the public, which was received as follows:

- Debbie Scheitel, recently retired Washington health assistant, thanked the Board for her long employment in the District.

REVIEW OF 2016 PROPOSED TAX LEVY AND RESOLUTION #1172 TO APPROVE 2016 PROPOSED TENTATIVE TAX LEVY AND ESTABLISHMENT OF PUBLIC HEARING

Review of 2016 Proposed Tax Levy and Resolution #1172 to Approve 2016 Proposed Tentative Tax Levy and Establishment of Public Hearing

CSBO Kolstad reported that the prior year Consumer Price Index, Urban (CPI-U) was 0.7%, which means that no matter how large the levy request is for 2016, District 64 will only receive a 0.7% increase plus the taxes associated with new construction as allowed by the Property Tax Extension Limitation Law (PTELL). She reviewed the levy percentage increases requested by the Board over the past decade alongside the actual levy increase that was received and the CPI used in PTELL, and noted that past Boards had always approved a levy request sufficiently high enough to capture all new property Equalized Assessed Valuation (EAV). For 2016, CSBO Kolstad recommended that the Board adopt a 4.21% levy request, based upon the increase in the CPI-U of 0.7% and the projected increase in new property EAV. She then reviewed the specific levy amount recommended for each fund based on the financial need of the fund and keeping in mind rate caps on several of the funds. Overall, she noted that the recommended 4.21% levy request would total \$68.4 million for all funds, including bond and interest, and again noted that PTELL would ultimately adjust this request to what is allowed by law. Board members and CSBO Kolstad continued the discussion of levy calculation assumptions and five-year financial projections, which rest on the District seeking all property tax revenues that are statutorily available in order to meet the District's financial commitments, invest in facilities, and to meet the Board's goal of extending the referendum commitment for up to four years by maintaining a strong operating fund balance.

ACTION ITEM 16-11-2

Action Item
16-11-2

It was moved by Board Member Zimmerman and seconded by Board member Paterno that the Board of Education of Community Consolidated School District No. 64 approve the 2016 Tax Levy Estimate, establishment of the Date and Time of the Truth-in-Taxation hearing for December 12, 2016 at 6:45 p.m., and Publication of Notice of Truth-in-Taxation hearing.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

Board President Borrelli called a brief recess; the meeting resumed at 9:54 p.m.

REPORT ON NOVEMBER INSTITUTE DAY

Dr. Lopez reported on the Institute Day conducted on November 8 for all staff. She noted that the Departments for Student Learning, Human Resources,

Report on
November
Institute Day

Technology, and Student Services had collaborated to plan professional development activities for 39 teams aligned with the objectives of the 2020 Vision Strategic Plan. She noted that a major target of the day was curriculum mapping and common assessment design, and described the activities of each major staff category. Dr. Lopez noted that following each Institute Day, the District's Staff Development Committee administers a survey to all staff to evaluate the effectiveness of the professional development and make recommendations for future activities. Dr. Heinz thanked Dr. Lopez and all involved in designing rich and varied offerings that are fundamental in advancing the objectives of the Strategic Plan in improving instruction for all students.

FALL MAP UPDATE AND PRESENTATION OF ILLINOIS SCHOOL REPORT CARD

Fall Map Update and
Presentation of Illinois
School Report Card

Dr. Lopez provided comparative data of students' Measures of Academic Progress (MAP) scores from spring to fall 2016, and noted that the administration of the assessment is done very early in the school year as it provides a launchpad for learning. She reported that the information is used to understand learning needs by class and identify students for intervention and enrichment. She also pointed out that fall MAP data helps isolate the greatest area of need, is used to create a school SMART goal, guides the selection of high impact instructional strategies to support improvement, develop action plans, and to analyze and refocus efforts. Dr. Lopez shared various detailed reports that teachers receive from the MAP for these purposes. She also pointed out how common formative assessments provide interim "check-ins" to measure progress and plan for instruction all through the year in between fall, winter and spring MAP benchmarks. Turning to the State Report Card, Dr. Lopez reviewed the online format (www.illinoisreportcard.com) of the annual card, which was released by the Illinois State Board of Education at the end of October. She discussed the wide range of data available for the District as a whole and each school individually, including academic progress, the District environment, and data about students, teachers and administrators.

SUMMER INTERIM SESSION 2016 REPORT AND PRESENTATION AND APPROVAL OF SUMMER INTERIM SESSION 2017

Summer Interim
Session 2016 Report
and Presentation and
Approval of Summer
Interim Session 2017

Dr. Lopez reported that the 2016 Worlds of Wonder summer program had provided a valuable learning experience for just over 900 students, and that 75% of the enrollment had been in enrichment classes with about 20% in remedial as typically seen. She stated that the program was designed to be self-sustaining, and that a deficit of about \$300 was reported for 2016. Looking ahead, she recommended that the 2017 program be conducted in two, 13-day sessions in June and July, but that the locations for the grades K-3 and grades 4-7 programs be selected after decisions are made about which buildings would be scheduled for facility projects. She further recommended that tuition remain the same as in 2016, and reviewed the proposed leadership, refund policy, and projected budget.

ACTION ITEM 16-11-3

Action Item
16-11-3

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 recommendations of dates and fees for the 2017 Summer Interim Session.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Johnson

The motion carried.

CONSENT AGENDA

Consent
Agenda

A. PERSONNEL REPORT

Mary Jo Adam	Employ as Lunch Program Supervisor at Franklin School effective October 31, 2016 – \$14.00 hr.
Karen Hyman	Employ as Exempt Nurse 6.5 hours per day at Washington School effective October 25, 2016 – \$32.50 hr.
Beth Gelfand	Employ/Rehire as Special Needs Assistant at Roosevelt School effective August 15, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of bargaining with PRTAA”.</i>
Jessica Johnston	Employ as Guidance Counselor at Lincoln School effective November 28, 2016 – Lane MA24, Step 1, (prorated 116 days) \$39,031.77.
Heidi Majerczak	Employ as Part-time (.50) Assistant at Roosevelt School effective November 9, 2016 – \$15.78 hr. <i>“Salary amount is subject to change according to the outcome of bargaining with PRTAA”.</i>
Izabela Parrillo	Employ as Lunch Program Supervisor at Carpenter School effective October 31, 2016 – \$14.00 hr.
Amy Pukal	Employ as 12-Month, Level IV Technology Secretary at Jefferson School effective November 1, 2016 - \$18.65 hr.
Gretchen Buhrke	Change in hours and pay to 7 hours a day at \$21.15 hr. as 12-Month Building Technologist at Roosevelt School effective July 25, 2016.
Michelle Raclaw	Change in FTE from (.50) C of C Teacher at Franklin School to (.58) C of C Teacher at Franklin School effective August 15, 2016 – Lane MA, Step 3, \$33,976.98.
Patricia Helton	Resign as Lunch Program Supervisor at Field School effective September 23, 2016.
Rudy Kleiner	Resign as Assistant at Lincoln School effective November 11, 2016.

Karen Hyman	Resign as Exempt Nurse 6.5 hours per day at Washington School effective October 28, 2016.
Barclay Marcell	Retire as (.50) Literacy Teacher at Roosevelt School effective June 2, 2017.
Minh Thu Thi Nguyen	Revision of Location from August 8, 2016 Personnel Report - Employ/rehire as 8th Grade Assistant at Emerson School effective August 15, 2016.
Joseph Piech	Terminate as Lunch Program Supervisor at Carpenter School effective October 11, 2016.

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

B. BILLS, PAYROLL AND BENEFITS

Bills

10 - Education Fund-----	\$1,364,857.84
20 - Operations and Maintenance Fund -----	185,904.73
30 - Debt Services-----	6,117.48
40 - Transportation Fund -----	148,196.06
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	1,622.00
80 - Tort Immunity Fund -----	-
90 - Fire Prevention and Safety Fund -----	_____

Checks Numbered: 126027 - 126188 Total: \$1,706,698.11

Payroll and Benefits for Month of October, 2016

10 - Education Fund-----	\$ 4,038,952.49
20 - Operations and Maintenance Fund -----	229,411.44
40 - Transportation Fund -----	979.10
50 – Retirement (IMRF/SS/Medicare)-----	82,706.43
51 – SS/Medicare-----	91,945.65
80 - Tort Immunity Fund -----	_____

Checks Numbered: 12721 - 12791

Direct Deposit: 900103236 – 900104880 Total: \$ 4,443,995.11

Accounts Payable detailed list can be viewed on the District 64 website www.d64.org > Departments > Business Services.

C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING OCTOBER 31, 2016

Financial reports can be viewed on the District 64 website www.d64.org > Departments > Business Services.

D. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 16-11-5

Action Item
16-11-5

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, approve the Consent Agenda of November 14, 2016 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending October 31, 2016; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Johnson

The motion carried.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 16-11-6

Action Item
16-11-6

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 Closed Session meeting on October 24, 2016; Regular Board meeting on October 24, 2016; Special Board Meeting on October 11, 2016; Committee-of-the-Whole: Facilities on October 11, 2016 and Committee-of-the-Whole: 21st Century/Future Ready Learning Classrooms on October 24, 2016.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Johnson

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz and the Board discussed the upcoming schedule and agendas for November 28 and December 12. She reported on recent FOIA requests and the recent meeting of the Board Policy Committee to review the latest PRESS revisions.

Other Discussion
and Items of
Information

ADJOURNMENT

Adjournment

At 10:31 p.m., it was moved by Board member Paterno and seconded by Board member Zimmerman to adjourn, which was approved by voice vote.

President

Secretary