

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Board of Education Meeting held at 9:00 p.m.
September 18, 2017
Jefferson School - Multipurpose Room
8200 N. Greendale, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 7:02 p.m. Other Board members in attendance were Tom Sotos, Fred Sanchez, Larry Ryles, Rick Biagi, and Eastman Tiu. Board member Mark Eggemann arrived during the Committee-of-the-Whole: Facilities meeting. Also present were Superintendent Laurie Heinz, Assistant Superintendents Joel T. Martin and Lori Lopez, Chief School Business Official Luann Kolstad, Director of Student Services Jane Boyd, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Ron DeGeorge, Public Information Coordinator Bernadette Tramm, and about 12 members of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at: <http://www.d64.org>.

Board President Borrelli provided an update on negotiations with the Support Staff Council, noting that representatives would meet tomorrow afternoon to discuss remaining working condition issues in the contract and that the Board's representatives would join them later to revisit compensation concerns.

Board President Borrelli then convened a Committee-of-the-Whole: Facilities at 7:03 p.m. The Board adjourned from the Committee of the Whole: Facilities at 9:21 p.m. and after a short break, resumed the Special Board meeting at 9:30 p.m. In addition to those noted above, about 25 members of the public also were present.

PLEDGE OF ALLEGIANCE

Board member Larry Ryles led the Pledge.

PUBLIC COMMENTS

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

- George Monical, Park Ridge resident, addressed the Board with his concerns regarding the introduction of School Resource Officers to the middle schools.

- Lance Northcutt, Roosevelt School parent, addressed the Board regarding the need to improve physical security at the schools.
- Joan Sandrik, Park Ridge resident, addressed the Board concerning adhering to the posted start times for the open portion of meetings following closed sessions and closed session exemptions.

CONTINUE DISCUSSION ON FY18 DISTRICT 64 BUDGET

CSBO Kolstad reported that refinement of the 2017-18 budget had continued since the August 28, 2017 Board meeting based on new information and to reflect final hiring for the school year. She reported that based on these updates, the District currently projects a surplus of about \$950,000 of revenues over expenditures for the Operating Funds budget. CSBO Kolstad reviewed the details of these adjustments with the Board, which included reductions to expenditures in the Operating Funds by \$432,000 from the prior meeting. She also discussed with Board members the impact on District 64 due to the approval of SB 1947 in August, which resulted in an income adjustment of just over \$1 million. CSBO Kolstad stressed that this is not “new” money, but rather reflects payments the District is entitled to receive but had projected to only receive a small portion of in an earlier tentative budget due to the state’s funding uncertainties. CSBO Kolstad reported on other adjustments to revenues based on the latest information now available for Corporate Personal Property Replacement Tax and various federal grants. She pointed out that the tentative budget would continue to be refined prior to the Board’s adoption of a final version. She noted that a decision had now been made on a recommendation for a student data management system, called PowerSchool Unified Classroom, would be included in the final budget, and would also be brought to the Board for approval in October. In response to Board member questions, CSBO Kolstad confirmed that the District had heeded the Board’s directive and worked to reduce spending from earlier budget drafts to within \$62,000 of the expected revenues, prior to the final round of expenditure and revenue adjustments contained in tonight’s updated draft. CSBO stated that the final budget was being prepared in print form for the Board as well as being available online, and that adoption was scheduled for the regular meeting on September 25, 2017 in conformance with state requirements.

APPROVAL OF INTERGOVERNMENTAL AGREEMENT WITH THE PARK RIDGE PARK DISTRICT FOR FACILITIES USE AND OPERATION OF A BEFORE AND AFTER SCHOOL RECREATIONAL PROGRAM

Board Vice President Biagi reported that based on a meeting of all parties this week, an agreement in principle had been reached. He noted that the Park District was expected to approve it later in the week, and that the District 64 Board would be on track to approve it at the September 25 regular meeting.

**APPROVAL OF ADMINISTRATIVE COMPENSATION INCREASES
EFFECTIVE JULY 1, 2017**

Dr. Heinz reported that at the July 17, 2017 and August 28, 2017 meetings, she had shared with the Board her goal of attracting and retaining high quality leaders who play a tremendous role in the achievement of the District's Strategic Plan objectives, guide data leadership teams focused on improving student outcomes and results, and personally meet or exceed the rigorous standards within their evaluation document. She noted that additional data had been provided to the Board during the several months of this discussion, so that each Board member would have the information he feels is needed before authorizing compensation increases for this group of employees. Dr. Heinz stated that in light of the Board's directive to reduce expenditures based on earlier budget drafts, she was reducing the request for administrative increases for the 2017-18 school year by omitting her previous request for funds to provide market adjustments and would focus exclusively on providing an annual percentage increase to salaries. CSBO Kolstad reported that during the recently completed negotiations with teachers and teacher assistants, the District had reached consensus on a group of five districts from Cook, Lake and DuPage counties that were designated as truly comparable based on five factors: size; not consolidated K-12; low income % at 6% or below; English Language status; and per pupil Equalized Assessed Value (EAV). She provided clarifying information in response to Board member questions about how these factors were selected by previous Boards and how each is defined. CSBO Kolstad and Dr. Heinz then reviewed the data in their written report of 2016-17 administrator salaries in these districts, and noted that the average increase for these five districts is 2.62% as previously reported to the Board at the August 28, 2017 meeting, not including any market adjustments that these comparable districts made beyond these increases. CSBO Kolstad provided clarifying information on how the 2.62% was calculated. Dr. Heinz affirmed that her request is for a total 2.62% increase for the administrators, with actual percentage increases being decided based on their performance during the 2016-17 school year. She noted this 2.62% translates to \$57,000 to be used for administrative increases, and that she had dropped her request from earlier meetings to ask for additional monies to be used to make market adjustments for 2017-18.

Following further Board member discussion of the data and proposal, Dr. Heinz then turned to a review of the performance evaluation process for administrators and provided details of the rigorous Principal Evaluation Tool, which aligns with the Performance Evaluation Reform Act (PERA) legislation required in Illinois. She noted that the robust District 64 tool assesses professional skills and also incorporates measures of student growth into the evaluation process, and pointed out the tool has been in use since 2012 and was further revised in 2015. Reviewing the seven professional standards from her written report with the Board, she concluded by noting that principals receive a summative rating. Dr. Heinz confirmed that District 64 school administrators all received ratings for their 2016-17 performance of proficient or distinguished,

the two highest ratings on the four-step scale, and that an administrator in District 64 who does not earn either of those ratings would not retain their employment here. Board members then questioned Dr. Heinz further about the rigor of the process and how the evaluation is carried out, and engaged in a lengthy discussion about linking the summative evaluation to the increase awarded. Board members also returned to the recommendation brought forward by Dr. Heinz at previous meetings to continue implementing a standardized, market-driven approach to administrative compensation, which references a quartile system, based on an individual's years of administrative experience that is helpful in comparing administrators across area districts used as benchmarks by District 64 for employment and academic achievement and other metrics. Dr. Heinz pointed out that as stated previously, her goal since arriving in District 64 was to work toward having every administrator be compensated within the local market based on their experience, which has meant that some have received higher annual raises to reach that point while others may be held to a minimal adjustment if they are an outlier in their band. Dr. Heinz confirmed that her request originally had included both an amount of funds to provide an annual salary increase along with a separate amount of funds to provide market adjustments to particular administrators based on this quartile comparison, but that the market adjustment request had been dropped in light of the Board's budget directive to reduce spending from the 2017-18 tentative budget when it had been forecasted in earlier drafts that expenditures would exceed revenues for the year. Board members, Dr. Heinz and CSBO Kolstad continued to discuss the District and private sector compensation practices; the state-aligned performance evaluation system implemented in District 64 for administrators; the responsibility of administrators in implementing the Strategic Plan goals beyond test scores; the local educational market and retention of administrators; and accountability and transparency to the community in these compensation practices. Dr. Heinz reiterated that her goal ideally remains to have a small allocation of money each year to continue moving administrators over time into their correct salary range, as had originally been proposed and discussed at previous meetings. Dr. Heinz and Assistant Superintendent Martin noted that the specific evaluation ratings of individual administrators legally must be kept confidential, but that a list of all administrator and teacher compensation is posted publicly each year on the District 64 website in conformance with state law. At the conclusion of the discussion, the Board consensus was to provide funding for salary increases based on the analysis of the comparable district data and to maintain the momentum toward moving specific administrators into the correct quartile for their experience through small market adjustments. CSBO Kolstad noted that it would be possible to provide the Board with a summary of how the proposed \$75,000 in salary increases was allocated between the proficient and distinguished levels of administrator ratings.

ACTION ITEM 17-09-2

It was moved by Board member Biagi and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve giving the Superintendent authority to issue a total of 2.62% increases in pay for a total allocation not to exceed \$57,000 and for \$18,000 to be allocated by the Superintendent for market adjustments for administrators for a total of \$75,000 retroactively effective July 1, 2017 for the 2017-18 school year.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Ryles, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF EXEMPT COMPENSATION INCREASES EFFECTIVE JULY 1, 2017

Dr. Heinz reviewed the proposal originally brought forward at the August 28, 2017 meeting to provide compensation increases to 32 employees designated under the exempt classification, which encompasses a wide range of job responsibilities as well as education and training. She stated these employees had been grouped into three categories for compensation purposes and that the recommended salary increases would track the average raise percentages for the District's teachers represented by the Park Ridge Education Association (PREA), teacher assistants represented by the Park Ridge Teacher Assistant Association (PRTAA), and administrators. During Board discussion of the proposed tier system, Dr. Heinz and Assistant Superintendent Martin provided clarifying information about the evaluation process for individuals within each group and the competitive market for Occupational Therapists/Physical Therapists. They confirmed that a tiered approach to salary increases would serve to differentiate within this broad exempt category of non-unionized employees and would help to inform budget-building in future years.

ACTION ITEM 17-09-3

It was moved by Board member Ryles and seconded by Board member Sotos that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve to provide the Superintendent with \$34,000 to be allocated by the Superintendent for exempt staff retroactively, effective July 1, 2017 for the 2017-18 school year, with a percentage increase in salary of 2.39% to Group A Exempt Employees; 2.62% to Group B Exempt Employees; and 2.71% to Group C Exempt Employees.

The votes were cast as follows:

AYES: Sanchez, Ryles, Sotos, Borrelli, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

APPROVAL OF RECOMMENDED PERSONNEL REPORT

Dr. Heinz noted that the revised personnel report distributed at the meeting omitted one name from the previously posted report.

Personnel Report

Samantha Neumer-Employ as (.50) Health and Technology Teacher at Emerson School effective September 11, 2017 - BA, Step 1 (pro-rated \$21,913.39).

Lea O'Neil-Employ as Lunch Program Supervisor at Washington School effective August 17, 2017 - \$14.00 hr.

Barbara White-Employ Special Education Teaching Assistant at Emerson School effective September 18, 2017 - Base, Step 1, 1 (pro-rated \$18,773.05).

Linda Williams-Employ as Lunch Program Supervisor at Washington School effective September 13, 2017 - \$14.00 hr.

Lea O'Neil-Change to Lunch Program Assistant Head Supervisor at Washington School effective September 5, 2017.

Peggy Brander-Adjustment from August 28, 2017 Personnel Report to Employ as 5th Grade Teacher at Roosevelt School effective August 30, 2017 – MA12, Step 1, \$56,784.19 (174 days pro-rated from 185 days).

Kia London-Adjustment from August 28, 2017 Personnel Report for Leave of Absence Request, Maternity – (.54) FLES Teacher at Emerson School effective January 8, 2018 – February 26, 2018 (tentative).

Danielle Downey-Resign as Teaching Assistant at Franklin School effective August 15, 2017.

Mary Sugrue-Resign as Teaching Assistant at Field School effective September 8, 2017.

ACTION ITEM 17-09-4

It was moved by Sotos and seconded by Tiu that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the revised Personnel Report, noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board's direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Ryles, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

CONSENT AGENDA

Board President Borrelli invited any further Board discussion on the revisions; none was offered.

ACTION ITEM 17-09-5

It was moved by Board member Tiu 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 September 18, 2017, which includes the Second Reading and Approval of Policies from PRESS.

The votes were cast as follows:

AYES: Sanchez, Ryles, Sotos, Borrelli, Biagi, Eggemann, Tiu

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reviewed the September 25 meeting agenda and recent FOIA requests. She also updated the Board on the progress of preparing new intergovernmental agreements with Park Ridge and Niles police departments for the middle school School Resource Officer (SRO) pilot program, and noted that the proposed agreements would be brought to an upcoming Board meeting for continued public comment, and Board discussion and approval.

ADJOURNMENT

At 11:57 p.m., it was moved by Board member Eggemann and seconded by Board member Tiu to adjourn.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Ryles, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

President

Secretary