

Inspire every child to



Meeting of the Board of Education Park Ridge – Niles School District 64

Special Board Meeting Agenda
Wednesday, April 11, 2018
Lincoln School – LRC
200 S. Lincoln Avenue
Park Ridge, IL 60068

On some occasions the order of business may be adjusted as the meetings progresses to accommodate Board members' schedules, the length of session, breaks and other needs.

TIME

APPENDIX

- | | | |
|-----------|---|--|
| 5:30 p.m. | Meeting of the Board Convenes <ul style="list-style-type: none">• Roll Call• Introductions• Opening Remarks from President of the Board | |
| 5:30 p.m. | • Board Recesses and Adjourns to Closed Session
-- Student disciplinary cases. [5 ILCS 120/2 (c)(9)] | |
| 6:00 p.m. | • Board Adjourns from Closed Session and Resumes Special Board Meeting <ul style="list-style-type: none">• Pledge of Allegiance• Public Comments• Appointment of Director of Student Services
-- Superintendent Action Item 18-04-1• Appointment of Carpenter Elementary School Assistant Principal
-- Superintendent Action Item 18-04-2• Appointment of Franklin Elementary School Assistant Principal
-- Superintendent Action Item 18-04-3• Introduction of Special Education Audit Firm and Overview of the Audit Process
-- Superintendent/LMT Consulting A-4• Recommendation and Approval of Personnel Report
-- Board President Action Item 18-04-4 | |
| 6:30 p.m. | • Adjournment | |

Next Regular

Meeting:

Monday, April 23, 2018

Closed Session Meeting – 6:00 p.m.

Regular Board Meeting – 7:00 p.m.

Roosevelt School – North Gym

1001 S. Fairview Avenue

Park Ridge, IL 60068

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting, so we can make every effort to accommodate you or provide for any special needs.

Upcoming Meetings and Topics
As of April 5, 2018

April 23, 2018 – Roosevelt School – North Gym (1001 S. Fairview Avenue)

Closed Board Meeting – 6:00 p.m.

Regular Board Meeting – 7:00 p.m.

- Report on March District Institute Day
- Approval of Construction Bids for Summer 2018:
 - ESC Entry Stair and ADA Ramp
 - Lincoln School Mechanical
 - Carpenter School HVAC Replacement Zones 2 & 3
 - Ratification of Carpenter School Mechanical Equipment Purchase
 - Emerson School Classroom Addition & Additional Lockers
 - Emerson School Sprinkler Head Replacement
 - 2018 Sealcoating Multiple Schools
 - Washington Playground
- PTO/A Fundraising Process
- Begin Discussion on 2018-19 Administrative Salaries
- Discussion of New Radio System
- Discussion and Update on Proposal for Park Ridge Park District Emerson Soccer Field Lighting
- Approval of 1 year Regular Transportation Contract with Lakeview for 2018-19
- Approval to Purchase Lawn Maintenance Equipment
- Approval of Side Letter to the 2016-2020 Collective Bargaining Agreement Between the Board of Education and the PREA regarding Voluntary Early Retirement Incentive Plan
- Recommendation and Approval of Personnel Report
- Second Reading and Approval of Policies from PRESS Issues (consent)
- Approval of Financial Update for the Period Ending March 31, 2018 (consent)
- Presentation of Board of Education Meetings (memo)

May 2, 2018 – Lincoln School – LRC (200 S. Lincoln Avenue)

6:00 – 6:30 p.m. – Special Board Meeting

- Appointment of Special Education Coordinators

6:30 – 7:30 p.m. – Committee-of-the-Whole: Special Education Parent Meeting

May 21, 2018 – Emerson School – Multipurpose Room (8101 N. Cumberland Avenue)

Regular Board Meeting – 7:00 p.m.

- Elementary Learning Foundation (ELF) Grant Awards
- Recognition of Student Awards
- Recognition of Tenured Teachers
- Recognition of Emerson Middle School - Horizon School to Watch
- Report on Special Education Audit Findings
- SEL Year 1 Update
- Middle School Review Update
- Discussion of Child Care with Confidence Lease/Jefferson Space

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- Discussion on School Resource Officers Future Years
- Superintendent End-of-Year Evaluation
- Approval of Agreement Between Park Ridge Park District and School District 64 for Emerson Soccer Field Lighting
- Resolution to Transfer Funds from the Education and Operations & Maintenance Fund to the Debt Service Fund
- Resolution to Transfer Funds from the Transportation Fund to the Education Fund.
- Recommendation and Approval of Personnel Report
- Approval of Salaries i.e. Administratrative etc.
- Approval of Financial Update for the Period Ending April 30, 2018 (consent)
- Approval of Final Calendar for 2017-18 (consent)

June 11, 2018 – Jefferson School – Multipurpose Room

7:00 – Committee-of-the-Whole: Budget

June 25, 2018 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

- Judith L. Snow Awards
- Update on Quest Foods
- Recommendation and Approval of Personnel Report
- Approval of Safety Hazards (Transportation)
- Approval of Resolution # for Prevailing Wage
- Approval of Maine Township School Treasurer Depositories
- Resolution #XXX Regarding the School District to Pay Certain Invoices Prior to Board Approval at the August XXX, 2018 Regular Board of Education Meeting
- Update on Summer Construction Projects (consent))
- Approval of Financial Update for the Period Ending May 31, 2018 (consent)

Future Meeting

- Review of Audio Closed Minutes
- Adoption of School Resource Officers Intergovernmental Agreement with the City of Park Ridge and the Village of Niles
- Resolution # XXX Approval of Tentative Budget 2018-19 Fiscal Year and Establishment of Public Hearing Date (July 2018)
- Approval of Tentative Budget
- Resolution to Adopt Disclosure Compliance Policy
- Wellness Policy (memo)

The above are subject to change.

Appointment of Director of Student Services

ACTION ITEM 18-04-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the appointment of _____ as the Director of Student Services beginning July 1, 2018 through June 30, 2019 based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding the individual selected for appointment.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

04/11/18

Appointment of Carpenter Elementary School Assistant Principal

ACTION ITEM 18-04-2

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of _____ as the Assistant Principal at Carpenter Elementary School effective July 26, 2018.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

4/11/18

Appointment of Franklin Elementary School Assistant Principal

ACTION ITEM 18-04-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of _____ as the Assistant Principal at Franklin Elementary School effective July 26, 2018.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

To: Members of the Board of Education
From: Dr. Laurie Heinz, Superintendent
Mike Padavic, Interim Director of Student Services
Date: April 11, 2018
Re: Introduction of Special Education Audit Firm and Overview of the Audit Process

Background

At the March 12, 2018 meeting, it was announced that District 64 had entered into an agreement with Lisa Harrod of LMT Consulting to conduct a comprehensive special education audit. The audit is intended to provide a “baseline” of the current operations of special education functions within District 64’s Student Services Department, with the goal of identifying areas of strength as well as opportunities for improvement going forward.

We have been working closely with Mrs. Harrod to create a timeline that will ensure the active and in-depth participation of: general as well as special education teachers; building and central office administration; parents/guardians; and Board members. We have targeted a findings report to the Board at the May 21, 2018 regular Board meeting.

As detailed in our memo of information on March 12, Mrs. Harrod is expected to delve into many areas, such as: parent and staff outreach; materials review; continuum of services and process review; and professional development. In addition to preparing an in-District schedule for Mrs. Harrod and her audit team (described below), we also have gathered and are sharing an extensive list of materials and data as part of her review related to the areas above. Such material reviews were also conducted as part of the CEC audit in order to ensure the team had a global overview of the District’s operations, offerings and instructional methodologies.

District 64 Visit

Mrs. Harrod and three LMT Consulting review team members will be in District 64 on Wednesday evening, April 11, as well as all day on Thursday, April 12 and Monday, April 16. This schedule provides for a full half-day of in-person contact and personal reviews at all eight schools: the Jefferson Early Childhood Center, and our five elementary and two middle schools.

On Wednesday evening April 11, LMT Consulting will be introduced to special education parents at the previously scheduled D64 Special Education Parent Support Group meeting that immediately follows the special Board of Education meeting. The consultants will then conduct the first two rounds of parent focus groups.

Parents have the opportunity to participate in two ways:

- **In-Person Focus Groups** - In-person parent focus groups led by LMT Consulting are offered on Wednesday, April 11 in the evening as well as during the days of April 12 and 16. In all, 240 slots are available for parents across the eight schools to participate in person over the three days of their on-site work.
- **Online Survey** - All special education parents are invited to participate in an online survey to contribute their thoughts on areas of strength and opportunities for improvement in District 64's special education program. The survey questions were developed by the Parent-Educator Partnership group of the Illinois State Board of Education (ISBE) to help districts gather feedback from parents. Responses are anonymous and will be included in the special education audit review findings. The survey will remain open through Friday, April 20. We anticipate administering this survey annually to monitor patterns and trends as we move forward in implementing improvements to our special education supports and services.

Similarly, extensive opportunities for staff participation also are available. The LMT team will be spending a half-day at each school to meet in separate focus groups with: special education staff members (Resource and English Language, Instructional and Related Service); regular education staff members including encore/specials teachers; and building leadership. LMT also will visit special education classrooms and conduct random IEP and 504 file reviews while at each building. In addition, an online survey is being distributed to all special education staff members to gather their thoughts on key areas; this survey is also anonymous.

Mrs. Harrod and her LMT Consulting members will be introduced to the Board at the April 11 meeting.

Approval of Recommended Personnel Report

ACTION ITEM 18-04-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the 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:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Carlos DeJesus	Employ as Fulltime District Floater Custodian effective April 9, 2018 - \$17.03 hr.
Christa Donnelly	Employ as Assistant Principal for Franklin School effective July 26, 2018 - \$86,000.
Dagmaris Febus	Employ as Special Education Assistant at Emerson School effective February 7, 2018 - \$15.65 hr.
Lea Anne Frost	Employ as Director of Student Services effective July 1, 2018 - \$145,000.
Juan Ibarra	Employ as Night Custodian at Roosevelt School effective March 26, 2018 - \$17.03 hr.
Rico Perez	Employ as Fulltime District Floater Custodian effective March 27, 2018 - \$17.03 hr.
Joanne Young	Employ as (.50) Special Education Assistant at Jefferson School effective April 5, 2018 - \$15.65 hr.
Julia Bowen	Resign as 4th Grade Teacher at Field School effective June 1, 2018.
Selam Duka	Resign as Full-time District Substitute Custodian effective March 9, 2018.
Kathleen Janousky (Schayer)	Resign as Guidance Counselor at Lincoln School effective June 1, 2018.
Marisha Lewis	Resign as Special Needs – Early Childhood Teacher at Jefferson School effective June 1, 2018.
Linda Hill	Retire as Instructional Resource Assistant at Field School effective June 1, 2018.
Nancy Novak	Retire as Instructional Resource Assistant at Washington School effective June 1, 2018.
Carol Rickert	Retire as 12-Month Lead Secretary at Lincoln School effective June 30, 2018.
Madelyn Wsol	Retire as Administrative Assistant to the Superintendent at ESC effective June 30, 2018.