

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.
June 20, 2019
Jefferson School - Multipurpose room
8200 Greendale, Niles, IL 60714**

Board President Rick Biagi called the meeting to order at 7:00 p.m. Other Board members in attendance were: Carol Sales, Dr. Denise Pearl, Larry Ryles, and Tom Sotos. Board member Rebecca Little attended by phone; Board member Fred Sanchez was absent. Also present were: Superintendent Laurie Heinz; Chief School Business Official Luann Kolstad; Director of Innovation & Instructional Technology Mary Jane Warden; Director of Facility Management Ron DeGeorge; Public Information Coordinator Bernadette Tramm; and about 20 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>. The agenda and reports for this meeting are also available on the website or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

APPROVAL OF MEETING AGENDA

Board members agreed by consensus to move forward the presentation of the Judith L. Snow awards prior to remarks from the Board President.

PLEDGE OF ALLEGIANCE

Board member Ryles led the Pledge.

JUDITH L. SNOW AWARDS

Superintendent Laurie Heinz noted that every year, eighth grade students are selected through a competitive process to be honored with the Judith L. Snow Ethical Leadership Award by the D64 Elementary Learning Foundation (ELF). ELF Trustee Chandra Kearney presented the 22nd annual awards to Emerson Middle School - Claudia Domusiewicz and Jenna Pravecek, and Lincoln Middle School - Colleen Compton and Noah Collins, and stated these students were being recognized for being dutiful, honorable and full of integrity and noted they had been recommended for truly making the world a better place for others. Dr. Heinz and Board members congratulated each student for gaining this coveted recognition.

SPECIAL PRESENTATION

Board President Biagi stated this was a bittersweet moment as the District bids farewell to Dr. Heinz as Superintendent on June 30. He joined with former President Anthony Borrelli, who returned for the presentation, in praising Dr. Heinz for her five years of leadership, which dramatically changed the face of D64 for the better. Board President Biagi noted he had never met a more dedicated and hardworking person than Dr. Heinz and that her commitment to D64 and her students was unmatched and undeniable. Former

Board President Borrelli, who was on the Board when Dr. Heinz was hired, thanked her for her unsurpassed work ethic, deep knowledge of the field of education, and her mantra of continuous improvement in inspiring students and staff to higher achievement and growth. Board members also added their thanks for her many contributions. The Board presented Dr. Heinz with a plaque in appreciation and as a reminder of the impact she has had on D64, along with a floral bouquet. Board President Biagi then invited Dr. Heinz to publicly congratulate Public Information Coordinator Tramm, who is retiring after 13 years of service. Dr. Heinz noted her professionalism, graciousness, warm spirit, and dedication to District 64 and especially for her support of the Board and its work. Board President Biagi presented Mrs. Tramm with a flower bouquet and thanked her for her service to District 64.

BOARD PRESIDENT'S REMARKS

Board President Biagi updated the Board on the Washington Space Utilization Committee meeting, which took place on June 18 and stressed that it had been a positive and productive session focused on next steps. The committee will meet again during the second week of July, and should have a recommendation to bring to the Board following that meeting. He noted that all options currently being explored focus on adding classrooms to the building.

PUBLIC COMMENTS

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

REVIEW OF FY20 TENTATIVE BUDGET DRAFT

CSBO Kolstad resumed her review of the tentative 2019-20 budget, which she had begun at the June 10 special meeting, noting she would talk about three funds not previously covered as well as other financing sources and uses. She started with the Operations and Maintenance fund, highlighting the main items affecting the budget, including repair to univents at Lincoln; control systems at Emerson, Washington, and Roosevelt; and replacement and repairs due to the fire at Franklin School, including the lost gym equipment. Mrs. Kolstad clarified that the fire damage repair cost would be reimbursed by insurance. She mentioned the leaks in the LRC area at Lincoln which required extensive repairs; Facility Management Director DeGeorge provided further details. Mrs. Kolstad reported this year's budget would include a separate line item for classroom furniture needs. She also noted that grounds maintenance was now done in-house, and the budget included money for additional winter equipment that might be required. CSBO Kolstad then turned to Capital Projects, including summer 2019 construction and planning for summer 2020 construction. Mrs. Kolstad stressed that the District was using Working Cash to pay for the \$11M cost of summer 2019 construction. She noted that the District is already identifying projects for summer 2020, including the Washington issues previously discussed. She noted that between the \$6M budget for the Operations and Maintenance fund in 2019 and the \$6.2M projected for this 2020 budget, it was an increase of 4.16%. CSBO Kolstad then briefly reviewed the Retirement funds comprised of IMRF, Social Security, and Medicare. She also explained that she had prepared an other financing sources and uses table in her presentation to clarify interfund transfers, noting that such transfers are authorized by resolutions requiring Board approval. She noted a representative from the District's investment adviser Raymond James would be at the August Board

meeting to provide background on the District's debt structure and potential bond issues. CSBO Kolstad noted that at the July 15 regular meeting, the Board will also review revenues before adopting the tentative budget formally and that a public hearing will be scheduled for August 19, 2019. She confirmed that the tentative budget will continue to be revised and refined as new information becomes known during the summer, such as final hiring based on enrollment, until it is ultimately approved in its final form at the September 23, 2019 meeting.

2020 VISION STRATEGIC PLAN YEAR 4 UPDATE

As Year Four wraps up, Dr. Heinz reported on progress within the plan's six strategic objectives, which address student learning, professional development, facilities, and finances. She reviewed the origins of the plan through a robust, community-informed strategic planning process, and the annual meeting of the Strategic Planning Steering Committee to review progress. She reported on the activities accomplished, what remains to be done in 2019-20, and what might still need to be tackled in 2020-21 to fully implement the *2020 Vision*. In student learning, Dr. Heinz reported on program reviews underway, such as the Middle School Master Schedule Review, and the design of even more inquiry-based learning units at all grade levels to ensure that D64 offers an engaging, motivating and challenging educational program. She pointed to curriculum reviews, such as in English Language Arts, social studies and math, that ensure an aligned, articulated curriculum, as well as a District-wide intensive focus on social emotional learning as part of the *2020 Vision* to ensure a rigorous education. She noted the progress achieved in differentiating instruction in reading, for example, by the use of a grades K-8 program and how data from common assessments is informing a multi-tiered system of supports to better meet the academic and social emotional needs of all students. Dr. Heinz also summarized tremendous progress on providing safe and secure learning spaces through a safe, warm and dry focus on health life safety, capital improvements and critical infrastructure driven by a separate Master Facilities Plan now in its third year of implementation funded through a financial framework utilizing a mix of cash from the District's Operating Fund balance; debt certificates paid through annual operating funds; and potentially the sale of bonds utilizing the authority now in place. On the horizon, Dr. Heinz noted the District would be exploring the potential of expanding to a full-day kindergarten program, which may also impact space use at the elementary schools and the long-term use of Jefferson School. She noted that further review of a recent demographic study also is needed to identify pressure points for enrollment by school in coming years. In concluding, Dr. Heinz stated that she was absolutely confident in passing this plan to incoming Superintendent Olson, noting that he will have the support of a strong leadership team. The Board thanked Dr. Heinz for her work to create and guide the plan's successful implementation, and her efforts to seamlessly transition leadership to Dr. Olson. The Board and Dr. Heinz also discussed the prior, current, and future membership of the Strategic Planning Steering Committee.

FIRST READING OF PRESS 100 AND REVIEW OF POLICIES 7:20 AND 7:180

Superintendent Heinz noted that the internal policy committee, as well as the Board policy committee, had met and reviewed the policies contained within this issue of PRESS. She reviewed the proposed policy revisions for the Board, and provided clarifying information. The Board had no change or revisions to any

of the policies presented. Board Policy Committee member Sales added that with regards to 6:185 *Remote Educational Program*, the District will take a look at e-learning and its possible implementation at some later time.

APPROVAL TO AWARD CONTRACT FOR INFILL OF WASHINGTON AUDITORIUM FLOOR NOT TO EXCEED \$300K

Board President Biagi clarified that the Board is legally obligated under State law to accept the lowest responsible bid when awarding contracts. CSBO Kolstad explained that due to the rescheduling of tonight's Board meeting and the bid opening planned for tomorrow, she was requesting the Board's approval to award a contract before the next meeting in order to be able to get the work completed before the start of school. She stressed she would bring the bid back to the Board for ratification at the July 15 meeting, with all accompanying documentation. Before voting, the Board briefly discussed the need for a District-wide plan to address additional issues at all schools and remaining needs at Washington. The Board also discussed the Washington Space Utilization Committee's consensus to infill the auditorium floor.

Board President Biagi stated prior to the vote that he had spoken with Board attorneys and out of an abundance of caution, Board member Little would not be voting on this or other items because her absence was not due to business or a family emergency. He referred to State law and Board Policy [2:220 School Board Meeting Procedure](#).

ACTION ITEM 19-06-7

It was moved by Board member Ryles and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the awarding of the contract to the lowest responsible bidder for the Infill of Washington Auditorium Floor at a cost not to exceed \$300K.

The votes were cast as follows:

AYES: Sotos, Sales, Ryles, Pearl, Biagi

NAYS: None.

PRESENT: None.

ABSENT: Little, Sanchez

The motion carried.

APPROVAL OF RECOMMENDED PERSONNEL REPORT

It was noted that the Board is relying upon the recommendation of the Superintendent and administration in their professional judgment as to the hiring of these individuals per Policy 2:130.

Dr. Heinz noted the report included the appointment of Angela Phillips as the new Assistant Director of Student Services, who was in the audience. The Board and Dr. Heinz welcomed her to the District.

ACTION ITEM 19-06-7

It was moved by Board member Sotos and seconded by Board member Pearl 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:

AYES: Sotos, Biagi, Sales, Ryles, Pearl

NAYS: None

PRESENT: None

ABSENT: Sanchez, Little

The motion carried.

Kathryn Bachusz - Employ as Speech Language Pathologist at Jefferson School effective August 22, 2019 - MA+24, Step 1 - \$65,863.

Alyssa Hirsch - Employ as Speech Language Pathologist at Jefferson School effective August 22, 2019 - MA+24, Step 1 - \$65,863.

Ilona Hutter - Employ as Instrumental Music Teacher effective August 22, 2019 - MA, Step 1 - \$60,011.

Monica Jaworowski - Employ as Extended Day Kindergarten Teacher at Jefferson School effective August 22, 2019 - BA, Step 1 - \$52,175.

Angela Phillips - Employ as Assistant Director of Student Services effective July 1, 2019 - \$102,000.

Meghan Schassler - Employ as Speech Language Pathologist at Jefferson School effective August 22, 2019- MA+24, Step 1 - \$65,863.

Melissa Wos - Employ as Special Education Resource Teacher at Field School effective August 22, 2019 - BA, Step 1 - \$52,175.

Elizabeth Davis - Rehire as Teacher at Franklin School effective August 22, 2019 - MA, Step 1 - \$60,011.

Karolina Lucki - Rehire as .8 Teacher at Field School effective August 22, 2019 - BA, Step 2, \$44,079.20.

Diane Mandell - Rehire as Teacher at Washington School effective August 22, 2019 - BA+24, Step 2 - \$57,080.

Nellie Konkol - Leave of absence request, personal unpaid - Teacher Assistant at Roosevelt School effective August 22, 2019 - December 6, 2019.

CONSENT AGENDA

A. Bills, Payroll and Benefits

Bills

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund -----	\$ 1,150,968.64
20 - Operations and Maintenance Fund -----	\$ 126,020.89
30 - Debt Services -----	\$ 1,741.10

40 - Transportation Fund -----	\$ 7,698.76
50 - Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 518,037.01
61 - Capital Projects - 2017 Debt Certificates -----	\$ -
80 - Tort Immunity Fund -----	\$ 95.00
90 - Fire Prevention and Safety Fund -----	\$ -
	<u>Total: \$ 1,804,561.40</u>

Checks Numbered: 131012-131082
ACH's Numbered: 181901361-181901511

Payroll & Benefits

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund -----	\$ 6,506,747.92
20 - Operations and Maintenance Fund -----	\$ 352,311.73
40 - Transportation Fund -----	\$ -
50 - IMRF/FICA Fund -----	\$ 102,445.09
51 - SS/Medicare -----	\$ 145,102.83
80 - Tort Immunity Fund -----	\$ -
	<u>Total: \$ 7,106,607.57</u>

Checks Numbered: 14851 - 14958
Direct Deposit: 900155670 - 900158176

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

B. Approval of Financial Update for the Period Ending May 31, 2019

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

C. Resolution #1227 Approval of Safety Hazards (Transportation)

D. Resolution #1228 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the August 19, 2019 Regular Board Meeting

E. Resolution #1229 Authorizing and Directing the Permanent Transfer of Money from the Educational Fund to the Debt Service Fund for VOIP and Copier Leases

F. Resolution #1230 Abating Working Cash Fund

G. Resolution #1231 Authorizing and Directing the Permanent Transfer of Money from the Operations & Maintenance Fund to the Debt Service Fund for Debt Certificates

H. Approval of the Consolidated District Plan

I. Approval of District 64 FOIA Officers

J. Approval of Maine Township School Treasurer Depositories

K. Destruction of Audio Closed Recordings (None)

Before the vote, Board President Biagi clarified that Working Cash was being abated to another fund.

ACTION ITEM 19-06-8

It was moved by Board member Ryles and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for June 20, 2019 which includes: Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending May 31, 2019; Resolution #1227 Approval of Safety Hazards (Transportation); Resolution #1228 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the August 19, 2019 Regular Board Meeting; Resolution #1229 Authorizing and Directing the Permanent Transfer of Money from the Education Fund to the Debt Service Fund for VOIP and Copier Leases; Resolution #1230 Abating Working Cash Fund; Resolution #1231 Authorizing and Directing the Permanent Transfer of Money from the Operations & Maintenance Fund to the Debt Service Fund for Debt Certificates; Approval of Consolidated District Plan; Approval of District 64 FOIA Officers; Approval of Maine Township School Treasurer Depositories; and the Destruction of Audio Closed Recordings (none).

The votes were cast as follows:

AYES: Pearl, Biagi, Ryles, Sotos, Sales

NAYS: None

PRESENT: None

ABSENT: Sanchez, Little

The motion carried.

APPROVAL OF MINUTES

ACTION ITEM 19-06-9

It was moved by Board member Pearl and seconded by Board member Ryles that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Special Meeting on May 6, 2019; the Closed Session on May 20, 2019; and the Regular Meeting on May 20, 2019.

The votes were cast as follows:

AYES: Ryles, Sales, Sotos

NAYS: None

PRESENT: Pearl

ABSENT: Sanchez, Little

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Dr. Heinz reviewed the upcoming agenda for the July 15 regular meeting. As a follow up to the Board's participation in the Illinois Association of School Boards (IASB) *Starting Right* workshop in May, Dr. Heinz distributed the most current version of the Board's Operating Principles for review and discussion at an upcoming meeting. The Board held a brief discussion on future agenda items and plans for July and August meetings. Board member Sotos noted that he will be absent for the August meeting. Dr. Heinz then reported on the two FOIA requests received since the last meeting and noted that the discipline data report will be reviewed for the Board by Dr. Olson at the July or August meeting. CSBO Kolstad then gave an update on enrollment, noting that the two areas of concern at Washington are grades 1 and 4. She clarified that no new sections have been added at the moment. Dr. Heinz reported that the Worlds of Wonder summer school program is underway and running smoothly. She concluded by warmly thanking Board members again for their service and collaboration with her over the past five years of her leadership as D64 Superintendent.

NEW BUSINESS

No new topics were brought forward.

ADJOURNMENT

At 9:57 p.m., it was moved by Board member Ryles and seconded by Board member Pearl to adjourn, which was approved unanimously by voice vote.

Signed Date: July 15, 2019

President

Secretary