

Park Ridge-Niles School District 64
Board of Education Policy Committee
Virtual Meeting via Zoom
Alternate Remote Attendance at:
Hendee Educational Service Center
164 S. Prospect Ave., Park Ridge, IL 60068

Minutes of the Meeting
February 23, 2021, at 2:00 p.m.

Committee members in attendance via video conference:

Dr. Eric Olson, Superintendent – attending from Hendee Education Service Center
Rebecca Little, Board Member
Carol Sales, Board Secretary

The Board Policy Committee meeting began via Zoom remote participation at 2:00 p.m. Five members of the public attended remotely; none attended in-person.

Public comments were received through the posted email address as follows:

- Amy Bartucci: inquired about the lunch program and waste reduction, including possible sustainability goals in the new strategic plan; solid waste reduction; and the current lawn maintenance program

The committee reviewed and discussed policies as listed below.

Review of Policy 4:60 Purchases & Contracts & Related policies: 2:160 Board Attorney; 2:170 School Architect, Engineers & Land Surveyors; 4:70 Resource Conservation; 4:150 Facility Management & Building Programs

The committee continued its discussion of possible amendments to the procurement process. The committee reviewed the process employed by the City of Park Ridge, noting that the City meets more frequently and would not be hindered by emergency purchases, as the District might be when “time is of the essence” for specific purchases. The committee also discussed the creation of a special board committee to review the District’s purchases and procurement processes, especially where it pertains to single-source or sole-source purchases. Committee member Sales noted that Chicago Public School (CPS) has a specific review of single-source purchases, somewhat similar to the City of Park Ridge, and that additional steps that could be incorporated into District 64’s current policy. The committee once again discussed lowering the \$25,000 threshold in the policy that triggers Board approval for purchases, and how doing so would impact the timing of purchases. Dr. Olson pointed out that there should be a justified reason for reducing this amount since no issues had arisen in the past. The committee will draft a proposal to incorporate additional language into the policy and will discuss it with the Board at the next regular meeting on March 11. Related policies were discussed with regards to possibly considering other attorneys and architects and professional services as listed above: 2:160 Board Attorney; 2:170 School Architect, Engineers & Land Surveyors; 4:70 Resource Conservation; and 4:150 Facility Management & Building Programs.

Committee member Sales noted that checklists are available to guide the Board when selecting

attorneys and architects. The committee then noted that a “50% reduction in solid waste” was incorporated in policy 4:70 with a deadline to achieve this by July 1, 2020. Dr. Olson said that the District would need to determine what “periodic review” means, how frequently this review should occur, and who is responsible for it. Member Sales noted that policy 4:150 was relevant to the RFQ for architects. The policy includes language stating that micro-purchases not to exceed \$10,000 should be equitable. The committee discussed what this could mean and how it is actually accomplished.

Review of Policy 4:180 *Pandemic Preparedness; Management; and Recovery*

Member Sales explained that no one from the majority group of the previous votes on the policy brought a request to the Board to have another vote. Members had discussed at the last Board meeting that they would like some amendment to the policy to reflect that the Superintendent would keep the Board frequently informed of changes to the plan. The committee agreed to add the following language to the policy and discuss it with the Board at the March 11 regular meeting. This language was part of the suggested PRESS policy draft:

“Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.”

A public member (Gareth Kennedy) attending virtually pointed out that the Board is able to vote on an amended version of the policy, per Robert’s Rules, any Board member can bring a motion to amend.

New Business

The committee will bring an update of today’s discussion and drafts of amendments to the policies to the Board at the March 11 regular meeting.

Adjournment

Meeting adjourned at 2:50 p.m.