

Community Consolidated School District 15 Board of Education

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BOARD OF EDUCATION

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SUPERINTENDENT OF SCHOOLS

Scott B. Thompson

MISSION STATEMENT

To produce world-class learners
by building a connected learning community.



BOARD BRIEFS: *September 14, 2011, Regular Meeting*

Recognition—District Fifteen Educational Foundation Honorees: Mark Utendorf, District Fifteen Educational Foundation chairman, recognized Motorola Solutions Foundation®; Northrop Grumman; Sony Electronics, Inc.; the Law Offices of John Zelenka; Hodges, Loizzi, Eisenhammer, Rodick, and Kohn LLP; Dr. Gerry Aylward; STR Partners LLC; and Dr. W. Christine Rauscher for their contributions to the Foundation.

Final Student Assignment Plan: James Garwood, deputy superintendent of schools, reported that, although demographic projections have indicated that the District should be experiencing gradual declines in enrollment, enrollment has increased for the second year in a row. In the fall of 2010-11, the District's K-8 enrollment increased by 31 students—from 12,024 to 12,055. As of September 9, 2011, the District's K-8 enrollment had increase by 67 students to a total of 12,122. Additionally, there are 189 students enrolled in the Early Childhood Special Education Program at John G. Conyers Learning Academy and another 423 students in the Early Childhood Developmental Enrichment Center program housed in five school settings.

The report Mr. Garwood presented to the Board also outlined class sizes in relation to Board targets. Kindergarten has an average of 20.55 students (target 20), primary classes—24 (target 24), intermediate classes—25.76 (target 26), and junior high classes—28.07 (target 28). Fourteen classes in the District have 30 or more students. Mr. Garwood noted that, when buildings are confronted by large class sizes at a grade level, the building's administration works in conjunction with staff to provide additional assistance to those classrooms, frequently in the form of additional program assistant hours or additional resource teaching time.

STEM Academy and Demonstration School Study Update: Mr. Garwood presented the findings of his research into the possibility of establishing a STEM Academy and Demonstration School that emphasizes the development of "21st Century Skills."

STEM stands for Science, Technology, Engineering, and Math, and employment in these fields is projected to have jumped between 10 and 30 percent between 2004 and 2014 while the number of students graduating with degrees in these areas is projected to have remained flat.

STEM programs integrate the teaching of these subjects through a hands-on, problem-solving methodology and constructivist, exploratory, discovery-based framework. A successful STEM program requires a coherent set of standards and curriculum and a supportive system of assessment and accountability, all of which could be provided by Project Lead the Way, a New York-based provider of free, nationally-recognized STEM curriculum. The overall staffing levels at the junior highs will not need to increase to offer a STEM program, but there may be some shifting of staff as current teachers would need to be trained to implement it.

The STEM Academy and Demonstration School would likely be offered in one or all of the District's junior highs, and would prepare students for participation in Project Lead the Way programs offered in Districts 211 and 214. The STEM program could be a specialized program for sixth-, seventh-, and/or eighth-grade students that meet specified criteria. However, offering STEM instruction through an exploratory program in which students take a rotating selection of problem-solving courses in addition to their regular science and math classes is viewed as the ideal design because it offers students equal access to STEM instruction. The units of instruction that could be offered under the exploratory model include design and modeling; automation and robotics; energy and environment; flight and space; green architecture; magic of electrons; and science of technology.

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Including the initial expenses associated with teacher training and equipment purchases, the first-year cost of implementing a STEM program is estimated at \$25,000 per school, or \$100,000 for all four junior highs. The program's cost is expected to significantly decrease in subsequent years. Mr. Garwood suggested that, considering the District's present financial circumstances, the administration attempt to secure funding through grants and/or donations to fully cover the anticipated expenses of launching the program. However, the Board requested that Mr. Garwood continue to develop plans for implementing a STEM program and present them along with refined cost estimates at its November 16 meeting.

Strategic Communications Plan—Parent Survey: The District is currently developing a parent satisfaction survey that it will conduct on an annual basis beginning this fall. The survey will provide feedback on what is working well as well as opportunities for improvement for each school and for the District as a whole. In particular, it will gauge how parents perceive the quality of education their school provides their child, the level of communication and engagement between their home and their school, and the extent to which their child's school feels safe and inviting.

The online survey will be conducted over a two-week period in November. Access information will be provided to parents through both electronic and printed communications, and paper copies will be made available for parents without computer access. The survey window will also coincide with parent-teacher conferences, which will allow schools to set up computers and encourage parents to take it after visiting with their child's teacher.

Superintendent's Report—Strategic Goal Map and 2011-12 Board Goals: Superintendent Scott Thompson presented the Board with a draft of a five-year Strategic Goal Map for the District and a list of proposed 2011-12 Board Goals. The Strategic Goal Map is a product of the planning retreat the Board and administrators held on August 16 and 17. The map's four primary goals focus on improving student achievement and flow directly into the District's mission to produce world-class learners by building a connected learning community. Each of the four goals is followed by three sub-goals that incorporate feedback the District received from its *Navigate 15* community engagement process. The map's four primary goals are as follows:

- **Learning and Organizational Development:** Improve teaching and learning through the use of effective systems and structures
- **Effective Instructional Environment:** Promote and maintain an effective instructional environment to prepare students for the future
- **Stakeholder Involvement and Satisfaction:** Engage stakeholders in meaningful ways to increase pride and ownership in District 15 schools
- **Resource Stewardship:** Maintain financial integrity through effective management of all resources

The District's administration is charged with determining how to achieve each of those goals. Using this map, it created the list of proposed 2011-12 Board Goals that outline actions the District should take this year toward fulfilling the map's five-year goals. The 2011-12 Board Goals are as follows:

- **Goal #1—Student Performance Targets:** Set specific, rigorous performance targets to assess learning for students at all grade levels, and to monitor the progress of students toward those annual performance targets.
- **Goal #2—Fiscal Realignment:** Create a plan for operating within current revenue sources that supports academic success, is responsive to the community, and reflects the current economic challenges.
- **Goal #3—Facilities:** Develop a schedule for facilities maintenance to support safe and healthy instructional environments and aid in accurate fiscal planning.
- **Goal #4—Stakeholder Communication:** Engage in two-way communications with all stakeholder groups.

The Board agreed to seek public feedback on these documents over the next month, and revise and approve them at its October 12 meeting.

Superintendent's Report—Investigation into using the 40-acre Parcel on Ela Road: Mr. Thompson presented the Board with a plan to investigate the possibility of teaming with District 211 and Harper College to

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create an educational farm on this property. The Board authorized Mr. Thompson to conduct the investigation with the understanding that the project would need to remain cost neutral to the District.

Superintendent's Report—Employee Recognition: Mr. Thompson presented Tom Bramley, the District's transportation director, with the District's "Above and Beyond Award" for his leadership in the Transportation Department. For the second year in a row, the school year has started off smoothly with only minor issues—a huge improvement from the starts prior to his appointment as director prior to the 2009-10 school year.

ED-RED Council/Legislation: It was reported that ED-RED's first meeting has been rescheduled for Monday, September 26, and will cover new laws addressing educational issues. Later in the meeting, the Board voted to continue participation in the ED-RED joint membership with Districts 211 and 54 at a cost to the District of \$2,858, as presented.

District Fifteen Educational Foundation: The District Fifteen Educational Foundation and the Rolling Meadows Park District Foundation are partnering to bring the Kelly Miller Circus to town for four shows—two on Friday, September 23, and two more on Saturday, September 24, 2011.

Communication Committee: It was reported that the Board's first community forum will be held Monday, October 24, 2011. The forum will open with a discussion on the purpose and structure of the community forums, themselves, which is to bring together the District 15 community so that community members can ask questions, share concerns, and improve the District. During this introduction, Communication Committee members will review the Board's role as a governing body, and will emphasize that Board members who are participating in the forum will not share their personal opinions, nor will they be able to take action on any issue until an actual Board meeting. Following this introduction, the forum will then transition into a brief presentation on the District's financial outlook. A panel of Board members and District administrators will then take questions from the community regarding the District's finances. The meeting will conclude with a discussion on potential topics for future forums.

Superintendent's Finance Committee: Mr. Thompson presented the Board with the minutes from the committee's August 29 meeting. During the meeting, the committee discussed zero-based budgeting and determined the approach wouldn't benefit the District because roughly 90 percent of its expenses are considered nondiscretionary. The committee also reviewed a flowchart for budget development and a budget development calendar, and agreed that the calendar should be adapted for use by the District.

Mr. Thompson also presented the Board with a draft schedule for sharing financial information with staff and community members in anticipation of budget reductions for the 2012-13 fiscal year. He said the schedule is intended to proactively inform the District's constituents and elicit their feedback, which he hopes will help the District develop a community consensus around the tough decisions that will have to be made and, in turn, lessen the possibility of strong negative reactions to cuts.

The committee's next meeting will be held Thursday, September 29, at 2 p.m. at the Joseph M. Kiszka Educational Service Center, 580 N. 1st Bank Drive, Palatine.

Citizens Address the Board: One resident addressed the Board regarding the Board's community forums, the STEM Academy and Demonstration School presentation, and the proposed 2011-12 Board Goals.

Also during the meeting:

- The Board received background information regarding the state-mandated administrator salary compensation report.
- The Board asked the administration to investigate the possibility of hiring a grant writer for the District.
- The Board initially reviewed the following Board policies:
 - 6:235 Instruction: Instructional Resources—Access to Electronic Networks
 - 7:260 Students: Welfare Services—Exemption from Physical Activity
- The Board approved the revised September 14, 2011, Personnel Report, as presented.
- The Board rejected the Refrigerated Delivery Truck bid made by Chicago International Truck, Grayslake, IL, based on the receipt of only one bid.

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- The Board approved the following recommended bid awards based on the lowest bids meeting specifications:
 - for printer toner cartridges to Image Systems, Schaumburg, IL, at a cost of \$16,014.50; Midwest Computer Products, West Chicago, IL, at a cost of \$3,855; and Tree House, Newton Centre, MA, at a cost of \$10,171.25; for a total bid award amount of \$30,040.75.
 - for bulk rock salt to Cargill Salt Division, North Olmsted, OH, at a cost of \$19,239; and for Triple Melt bagged salt to Valdez Enterprises, Glenview, IL, at a cost of \$23,020.20; for a total bid award of \$42,259.20.
- The Board approved the following 18 consent calendar items:
 - Investment Report
 - July 2011 Treasurer's Report
 - August 2011 Treasurer's Report
 - Report of Payroll Vouchers and Invoices
 - June/July 2011 Activities Fund Report
 - July 2011 Budget Report
 - July 2011 Imprest Detail
 - August 2011 Budget Report
 - August 2011 Imprest Detail
 - Contract—Professional Therapy Services—Top Echelon, Inc.
 - 2011–2012 Applications for Recognition of Schools
 - Disposals
 - Comcast Business Communications, LLC—Network Services Agreement
 - ASCD Contracts—Virginia Rojas (2)
 - Contract—Staffing Options and Solutions
 - Settlement Agreement/General Release
 - Settlement Agreement/General Release
 - Destruction of Executive Session Audio Recordings—February 2010
- It was reported that four Freedom of Information Act requests/responses were responded to last month.

Next Regular Board of Education Meeting: Wednesday, October 12, 2011, at 7 p.m. at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine.