

Community Consolidated School District 15 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: *November 16, 2011, Regular Meeting*

Recognition—District 15 Cross Country Sixth-Grade Winners: Sandy Drucker, the District's PE facilitator, introduced the following students who won their heats in the sixth-grade cross country meet, which was held October 4 at Salk Park in Rolling Meadows:

- **Saffire Selof** from Gray M. Sanborn School
- **Marie Zdzienicki** from Kimball Hill School
- **Sarah Clancy** from Winston Campus Elementary
- **Dalton Rogers** from Marion Jordan School
- **Max Clark** from Stuart R. Paddock School
- **Matt Wallace** from Hunting Ridge School

More than 400 students from each of the District's 15 elementary schools competed in the meet, which was divided into six heats—three for girls and three for boys. Medals were awarded to the top-10 finishers in each heat, and "top flight" ribbons were given to students who finished from 11th to 20th place. Every runner received a participation ribbon at the finish line.

Recognition—School Board Members Day in Illinois: James Carr, the Northwest Suburban Council of PTA/PTSA's second vice president for legislation, presented the Board with a resolution recognizing their efforts in honor of School Board Members Day in Illinois, which was Tuesday, November 15.

Professional Development School Agreement with ISU: Mary Zarr, assistant superintendent for curriculum, special services, and school improvement, presented the Board with details of the District's Professional Development School (PDS) agreement with Illinois State University's College of Education. The two institutions entered into an agreement to establish the program in District 15 earlier this year. The PDS program offers ISU's senior education students a yearlong internship in a public school rather than a 16-week student teaching experience. During their first semester in the PDS program, interns split their time, working in their assigned elementary schools the first three days of each week, and completing their college coursework on Thursdays and Fridays. They complete the elementary portions of their internships during the first half of the first semester, and the junior high portion during the second half. They then return to their elementary assignments the week before winter break to reconnect with their classes and prepare to start their full-time student teaching experiences in the second semester of the program.

In the first year of this partnership, District 15 has provided seven ISU students with internships: **Sarah Betti, Katie Kunzweiler, Bridget Lenahan, Gina Gagliano, Tracie Widmaier, Melissa Brand, and Jennifer Schmitt.** They are under the supervision of **Ann Bokor**, who serves as the District's PDS site coordinator and a liaison between the District and ISU's Department of Curriculum and Instruction.

Operating System Conversion: James Garwood, deputy superintendent of schools, and Carol Gajewski, technology services manager, reported to the Board that the operating system for the District's computers will need to be updated this year. Novell Netware 6.5, the District's current server/network platform, is considered to be at the end of its life. To keep the District's technology vital and fully functioning, the District must migrate to a new platform as outlined in its 2011-12 technology plan. This will be a very complex, time consuming, and labor intensive endeavor because the Novell product is ingrained throughout District technology. Given the complexity and scope of the project and the importance of this long-term investment, the District plans to initiate a request for proposal for consulting services to help evaluate a Novell upgrade/migration. The consultant will assist staff in developing a strategy to implement a platform that will be supported and viable now and in the future.

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Custodial Supervisor: Michael Adamczyk, assistant superintendent for business and auxiliary services, and Craig Phillips, environmental services manager, presented the Board with a proposal to create a custodial supervisor position. This position would be responsible for training custodial employees on all shifts, implementing common cleaning standards for the entire District, and ensuring the custodial staff meets those requirements and keeps all equipment functioning correctly so that other employees can perform essential job duties. He or she would also approve requests for new equipment orders and repairs, and be responsible for ordering and maintaining the supplies needed to effectively manage the District. The individual would maintain inventory at the correct levels and keep an accurate accounting system of supplies and materials to guard against theft. A full proposal for the creation of this position (intended to be cost neutral) will be presented for the Board to consider at its December 14 meeting.

Summer Capital Outlay Projects: Mr. Adamczyk and Mr. Phillips presented the Board with a list of capital outlay projects recommended for the summer of 2012. The Board has set a target of \$2 million annually for capital outlay projects, and this list proposes a total of \$1,954,720 of outstanding projects from the District's last Health/Life Safety audit as well as some other necessary repairs. Recommended projects include roof replacements at Lake Louise, Willow Bend, and Winston Campus.

2012-13 Budget Target: Superintendent Scott Thompson requested the Board's direction in developing a budget proposal for the coming fiscal year. Recently updated financial forecasts show growing annual budget shortfalls draining the District's reserve funds over the next five years. The District is projected to run a \$6.2 million deficit this year, and, without any reductions, a nearly \$10 million deficit for the 2012-13 fiscal year. If not addressed, annual budget shortfalls such as these are projected to reduce the District's current fund balance of about \$55 million, which represents roughly 40 percent of its budget, to about \$4.8 million, or roughly 3 percent of its budget, by the end of fiscal year 2015-16. To address these projected deficits, the Board directed Mr. Thompson and his administrative staff to compile a list of potential budget cuts totaling \$10 million for the District to use as a guide in determining how much to reduce expenditures in the coming fiscal year.

ED-RED Council/Legislation: It was reported that no significant education legislation had passed since the October 12 Board meeting.

District Fifteen Educational Foundation: The District Fifteen Educational Foundation will host two District Fifteen Educational Foundation Family Nights with the Chicago Wolves—one on Sunday, January 8, and another on Sunday, March 4. It will also hold its gala fundraiser, *D15 Royale*, on Saturday, March 3, at Makray Memorial Golf Club in Barrington.

Communication Committee: It was reported that 14 people attended the Board's first Community Forum on October 24, and that the next forum will be held in January on a yet-to-be determined topic.

Superintendent's Finance Committee: Mr. Thompson presented the Board with minutes from the committee's November 9 meeting. During the meeting, the committee reviewed workers compensation bid results. The District received five quotes from two insurance agencies. Also, the committee recommended that an updated five-year forecast should be presented at the Board's February 8 meeting, and that it should formally adopt the 2012-13 budget in August. The committee further agreed that it would be a good idea to add review and approval of capital projects to its budget calendar. Prior to adjourning, the committee reviewed the proposed 2011 tax levy and some financial planning tools that the group agreed could supplement those that are currently being used by the District.

Proposed 2011 Tax Levy: Mr. Adamczyk reviewed the proposed 2011 tax levy and notice of publication for a public hearing to be held at the Board's December 14 meeting. The District is required by the Truth in Taxation Act to hold a public hearing if the proposed levy for its operating funds calls for an extension increase of 5 percent or more. The proposed levy for the District's operating funds calls for a 2011 extension increase of 3 percent to roughly \$110.5 million. Consequently, the District will not hold a Truth in Taxation public hearing even though it has traditionally held the hearing every year.

STEM Academy Update: Mr. Garwood presented the Board with refined plans and cost estimates for implementing Gateway to Technology, a middle school STEM (Science, Technology, Engineering, and

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Mathematics) program offered by Project Lead the Way. Due to the tremendous amount of work that would need to be done and the significant number of challenges the District would encounter if it launched the program in all four junior highs at once, Mr. Garwood suggested piloting the program for a year in one school, and then expanding it to the other three. The approximate cost of doing so would be \$25,000 per school for the program's two core units, and \$25,000 for each additional two units the District could decide to add. Eight units are available; over the course of a four-year period, each school developing the capacity to offer the entire program would require an approximate maximum investment of \$100,000. Mr. Garwood noted that there are several sources of funding the District may be able to access to fund the program's implementation—specialized STEM grants, potential local donations, and funds from the District's general budget. The Board opted to delay a decision on launching such a program next year until it could determine how it would fit into the budget for fiscal year 2012-13.

Citizens Address the Board: There were no citizens choosing to address the Board.

Also during the meeting:

- The Board initially reviewed the following Board policies:
 - 2:250 School Board—Access to District Public Records
 - 3:60 General School Administration—Administrative Responsibility of the Building Principal
 - 4:80 Operational Services—Accounting and Audits
 - 5:90 General Personnel—Abused and Neglected Child Reporting
 - 6:60 Instruction—Curriculum Content
 - 6:150 Instruction—Home and Hospital Instruction
 - 7:305 Students—Student Athlete Concussions and Head Injuries (NEW)
- The Board approved the November 16, 2011, Personnel Report, as presented.
- The Board accepted the FY 2011 (2010-11) Annual Audit, as presented.
- The Board approved a recommendation to utilize the services of Mike Medin, a school bus transportation consultant, to evaluate the District's current transportation operations, for an amount not to exceed \$5,000.
- The Board voted to bring Barbara B. Toney, Director, Field Services, Illinois Association of School Boards (IASB), to the District for the purpose of conducting a self-evaluation for the Board.
- The Board agreed to a consensus list of IASB resolutions/recommendations.
- The Board placed a moratorium on travel to out-of-state National School Board Association conferences.
- The Board awarded the contract for worker compensation insurance to the Illinois Counties Risk Management Trust (ICRMT) through Wine Sergi for the period December 1, 2011, through December 1, 2014, as recommended. The total premium for the period December 1, 2011, through December 1, 2012, is \$153,896. Renewal rates for the subsequent two-year period are subject to annual renewal.
- The Board approved the following 13 consent calendar items:
 - Investment Report
 - October 2011 Treasurer's Report
 - Report of Payroll Vouchers and Invoices
 - September 2011 Activities Fund Report
 - October 2011 Budget Report
 - October 2011 Imprest Detail
 - Disposals
 - Recertification—Use of Temporary Facility (Relocatables)
 - Purchase Order—Apple, Inc.
 - Purchase Order—netTrekker
 - Purchase Order—Infosource, Inc.
 - Purchase Order—Riverside Publishing
 - Destruction of Executive Session Audio Recordings—April 2010
- It was reported that one Freedom of Information Act request/response was handled last month.

Next Regular Board of Education Meeting: Wednesday, December 14, 2011, at 7 p.m. at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine.