

**Minutes of a Regular Meeting of the Board of Education of
Community Consolidated School District 15
Palatine, Cook County, Illinois
Held on Wednesday, December 9, 2020, 5:30 p.m.
at Walter R. Sundling Junior High School
1100 N. Smith Street, Palatine, Illinois 60067**

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on December 9, 2020, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members assembled in person, following physical distancing and other safety guidelines. Board members were notified by bulletin sent electronically on December 3, 2020.

Roll Call

President Szczupaj called the regular meeting to order at 5:37 p.m.

Board members physically present:

Frank J. Annerino, Samantha Bray Ader, Wenda Hunt, Zubair Khan, Michael Smolka, Lisa Beth Szczupaj, Anthony Wang

Also present were Laurie Heinz, Ed.D., Superintendent of Schools, Lisa Nuss, Assistant Superintendent for Human Resources, Diana McCluskey, Chief School Business Official, Anthony Loizzi, Sr., District Attorney, Hodges, Loizzi, Eisenhammer, Rodick & Kohn LLP.

Closed Session

President Szczupaj asked for a voice vote for the board to enter into closed session to discuss:

- Collective negotiation matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2)
- Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5ILCS 120/2(c)(1), amended by P.A. 99-646.

Ayes: Ader, Annerino, Hunt, Khan, Smolka, Szczupaj, Wang

Nays: none

All board members agreed, (7-0), and the board entered closed session at 5:38 p.m.

Reconvene in Open Session

The Board returned to open session at 7:03 p.m. on a motion made by Mrs. Hunt, seconded by Mr. Annerino.

Roll Call Vote

Ayes: Annerino, Hunt, Khan, Smolka, Szczupaj, Wang, Ader

Nays: None

Motion carried (7-0).

Mission Statement

Mrs. Szczupaj recited the District's Mission Statement. She then added a formal congratulations to Sam Ader and her family and welcomed new baby Ader to the District 15 family.

Mrs. Szczupaj then, once again, recognized the wonderful staff across the school district who have made it possible to teach in person, then switch to virtual teaching. We know you're jumping through incredible hoops to keep this going. She also thanked our parents who have committed so much of themselves to make sure their children are successful with the current learning model. We appreciate you greatly and look forward to doing everything we can to help.

Finally, Mrs. Szczupaj recognized Dave Seiffert, a very special community volunteer with a big smile and loud laugh, who passed away suddenly on November 28th. Mr. Seiffert served on the CCSD15 Board of Education from 2011 to 2017 and will be truly missed by his family, friends and the whole community. President Szczupaj asked for a moment of silence in honor of Dave Seiffert.

Pledge of Allegiance

Several Carl Sandburg Junior High Students, selected for their consistent pride and perseverance in learning, acting, and growing, recited the Pledge of Allegiance via recorded video.

Public Comments

No public persons were present. Only district employees are in attendance at the meeting tonight. President Szczupaj stated Morgan Delack will be available to answer questions online and encouraged listeners to submit questions via the district Facebook page. Mrs. Szczupaj said she will be available at the end of the meeting to see if there is anything she can add.

Superintendent Update

Special Education

- Dr. Heinz and Ann Scully are moving forward with the Special Education audit. The group from Consortium for Educational Change (CEC) did a random sampling of our Individualized Education Plans (IEP) and will give us feedback on how we can improve our IEP process. They did meet with our SIP staff from Marion Jordan Elementary School. The Special Education department will present an update to the board later this year. In-school observations will be conducted in January and February. The team is also working on both Risk and Student Threat Assessments so better safety plans can be implemented for those students who are in crisis or have experienced crisis, and their families.

District Improvement & Data

- Advanced learner committee work continues. Work is being done on a coherent service model that leans to a continuum of services for students to help open up our services and provide more access to a wider range of students and better serve students in an individual way.
- Data warehouse development continues -- working on a school, teacher and parent dashboard.
- Connectedness support for buildings, administration and staff is underway to maintain a sense of community during COVID.
- We are coordinating larger improvement efforts to align all of District work under the RDIM process.

Finance and Facilities

- Capacity work continues and the board will receive an update later in this meeting on the work being done in partnership with RSP. Diana McCluskey will present a 5 year forecast at the January meeting that will include our capacity and facility work.
- School-by-school and room-by-room facility assessments continue in our 20 schools.
- Physical security assessments are underway with local police departments and the D15 facility team to make sure all building exteriors are safe. Those findings will be presented to the board sometime this year.
- A warehouse project is currently underway to assess and organize the millions of dollars of materials and assets we have in our warehouses. We hope to hire a supervisor who will not only support the custodial team but become a leader of the warehouse facilities.

Multilingual Programs

- Planning is underway for the Illinois State Board of Education's (ISBE) required in-person ACCESS testing to determine if students are growing in their English proficiency. This is a very large initiative as more than 3000 students must be tested. The wheels are in motion with Renee Urbanski and her team.
- We had a wonderful virtual dance party with hundreds of children and family members which we hope to show you at the January or February board meeting.
- A BPAC meeting is scheduled for December 17th.
- Lesson studies are underway for the new curriculum LIVA focusing on classroom interactive read alouds for general education students K-6th grade.
- English Language Development (ELD) coaching continues at the junior high level.

Teaching & Learning and Professional Development Updates

- Colleen Mullins is here tonight and has a request for purchase on the agenda to replace our more than 20 year old literacy curriculum materials. She is very excited to be spearheading the Junior High Literacy Launch.

COVID Update

Morgan Delack, Chief Communications Officer, and Karen Flor, Health Services Coordinator, addressed the Board via live video, and gave a brief COVID update.

- Since the November meeting, Mrs. Delack explained the IDPH changed the quarantine guidance rather significantly for those who have been exposed to COVID-19 but are asymptomatic. The quarantine period has been reduced to 10 days for those people. Karen spoke to the IDPH today and learned they are also discussing shortening the quarantine to 7 days for those who have taken an RPC test within the last 5-6 days and received a negative result. This has not been fully adapted yet in Illinois but updates will be coming soon.
- Community Metrics - Mrs. Delack compared last month's COVID-19 numbers to the numbers as they stand right now (end of day yesterday). The metrics in the community have gone down since last November which was not anticipated. We did not see the surge that was expected after the Thanksgiving holiday, which is good news. This is most likely due to people following the requested guidelines by the governor to not gather or travel.
- Internal Metrics- Mrs. Delack reported, in terms of staff cases, we have data from the last two weeks schools were in session prior to the adaptive pause, and the number of cases now, while we are on adaptive pause. In comparing the two, we show an equal number of positive staff cases from when school

was in session than when we have been on adaptive pause. This tells us that people are getting the virus from places other than school. The dashboard is still being updated every day even though students are not in school. Also, as was mentioned at the November meeting, saliva tests were given to staff members to make it more convenient and less stressful for them to get tested for the virus if need be. This also allows for faster contact tracing if a staff member does test positive. We have received positive feedback from staff and many have asked if the district can extend this type of testing to their family members. Mrs. Delack replied this is something to consider, however it is complicated to monitor and to pay for as a district.

- Moving forward - Schools will reopen as planned on Tuesday, January 5, 2021. We ask that students who travel during winter break to please quarantine for 14 days before coming back to school. Concurrent learning will be available through January 15th. For staff who have symptoms, we ask that you take the saliva test. If a staff member has traveled and has been determined to be a close contact, we ask that you take paid time off to quarantine.
- Vaccine Planning - Karen Flor learned in the IDPH meeting today that they have not yet received the vaccine, nor has it been determined when they will receive it. Health care is in phase 1 part A and will therefore be the first to receive the vaccine when available. It is a two dose vaccine which must be taken 21 to 28 days apart. The timeline for Education to receive the vaccine is still under discussion.
- Enrollment Change Requests- All parents will be notified by December 15th if their change requests have been granted. Dr. Kowalczyk has been working hard as there were 257 requests received to change to in person learning. Almost all will be granted. Those changes will be implemented on January 5, 2021.

Wenda Hunt, Board of Education member, asked if a survey had been sent to staff asking if they would take the vaccine when available.

Dr. Heinz stressed that taking the vaccine would be completely voluntary and this is something that could be talked about. She added it will be interesting to see where we fall as educators.

Calendar Items

- 12.21.2020 - 01.01.20201: Winter Break. Schools closed
- 01.04.2021: Teacher Plan Day

- 01.05.2021: Classes resume
- 01.13.2021: Regular Meeting of the Board of Education

Update and Discussion on Work-To-Date Capacity/Boundary Study and Calendar of Remaining Project Work

Dr. Heinz started by letting the board know a brief update will be given on the district capacity study, as is done each month. A much more detailed presentation will be provided in January. Much progress has been made in the last few months. The process is on the “front burner” but it is a very complex project.

Rob from RSP gave a short presentation via live video:

RSP Next Steps

- We are in the process of updating the district’s enrollment analysis. Instructional modality is vitally important as well as trying to put recovery of students back into the system.
- New developments being proposed in the area could impact enrollment in the district and should be factored in.
- Educational program locations in the district and the impact they have on Special Education and the bilingual overlay need to be taken into consideration. The attendance boundaries and how they are aligned with the three high schools are also important to consider.

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- Possible need for additions or a new elementary building, program changes in buildings and the costs involved all need to be considered.
- Functional capacity is very critical. Thanks to Jim Kaplanes as we really need to know where the programs currently are in order for changes made to be successful for the students and teachers in those buildings.

Dr. Heinz added that functional capacity is 25% done. The goal is to be done by the February board meeting, March at the latest. We are really trying to get this right, taking into consideration feeder patterns to the high schools and making sure kids are in their home schools. Special Ed should have equal representation from the East side and West side. We are looking into seeing if we have the capacity to house programs in the buildings where they should be, not just where it works the best, and the costs of doing so. We are also looking at equitable access and want to make sure if we are moving kids that it makes sense. We don’t want to move kids if we don’t have to.

Diana McCluskey added that Jim Kaplanes is very focused on the data. Lisa Szczupaj and Frank Annerino on the Board of Education are on this committee and have been involved with the boundary committee for years.

Mrs. Szczupaj commented that we are still in the early stages of this process and that by February or March we will have two to three plans to present. We want to have community engagement and feedback. Mr. Annerino commented that he is very happy with the progress being made. It is really moving along.

Acceptance of Minutes

Mr. Khan made a motion, seconded by Mr. Wang, that the minutes from the following meetings of the Board of Education be approved and placed on file:

- November 11, 2020, Regular Board of Education Meeting and Closed Session

Roll Call Vote

Ayes: Hunt, Khan, Smolka, Szczupaj, Wang, Ader, Annerino

Nays: None

The motion carried (7-0).

Education Research Development (ED-RED) Organization

Mr. Annerino reported that legislation is not in session so there is not much to discuss. Dr. Heinz talked about questions regarding the proposed property tax not passing and other questions regarding state and federal revenue and the implications this could have on the budget. Mrs. McCluskey added her thoughts and thinks the EDF will try to fund it for Tier 1 and Tier 2, same as last year.

one-Five FOUNDATION

Mr. Smolka thanked Morgan Delack and Sandy Cramer for organizing the holiday staff giving campaign and encouraged people to send a card of thanks to a staff member with a \$10 donation going to the one-Five FOUNDATION.

Dr. Heinz added it is a difficult time to fund raise, and the 21st century spaces project in the schools may have to be put on hold for now due to the pandemic.

Equity Committee

Mrs. Ader talked about the meeting earlier this week as well as the committee moving forward on using the 10 Dimensions of Education Equity to assess the current state of equity in the district and how it can be improved. Dr. Heinz added this is a learning year for the committee. She reiterated this is a board committee and there should be an understanding of what the board work would be and what the superintendent work would be. There may be some commonality and some tasks that may be different.

Finance Committee

No update to report

Approval of Personnel Report: Administration, Certified and Non- Certified

Mr. Smolka made a motion, seconded by Mrs. Hunt, to approve the December 9, 2020, Personnel Report, as recommended.

Roll Call Vote

Ayes: Khan, Smolka, Szczupaj, Wang, Ader, Annerino, Hunt

Nays: None

The motion carried (7-0).

Authorization of Certificate of Tax Levy

Mrs. Ader made a motion, seconded by Mr. Smolka, to approve the Certificate of Compliance with Truth in Taxation Law; Resolution Authorizing Reduction of Certain Fund Levies for the 2020 levy year; Resolution Authorizing Final Aggregate Tax Levy for the Year 2020, and the Certificate of Tax Levy for 2020, as presented.

Roll Call Vote

Ayes: Smolka, Szczupaj, Wang, Ader, Annerino, Hunt, Khan

Nays: None

The motion carried (7-0).

Approval of 2021-22 Official School Calendar

Mrs. Szczupaj asked why the start date for both of the next 2 school years is a week later than they had been in the past.

Laurie Heinz said we are starting about 3 to 4 days later than the high schools and we try to keep within a week of their start dates, but holiday breaks are the same. She also stated that snow days will be left on the calendar for now. We need to find out from the ROE if an e-learning plan needs to be written for snow days or inclement weather. If so, we will do so and advertise to families when e-learning days will be used.

Mr. Smolka made a motion, seconded by Mrs. Hunt, to approve the 2021-22 Official School Calendar, as presented.

Roll Call Vote

Ayes: Szczupaj, Wang, Ader, Annerino, Hunt, Khan, Smolka

Nays: None

The motion carried (7-0).

Resolution Appointing Joshua Schoot Illinois Municipal Retirement Fund (IMRF) Authorized Agent

Mr. Wang made a motion, seconded by Mrs. Ader, to appoint Joshua Schoot as the District's new IMRF Authorizing Agent as of 12/09/20, as recommended.

Roll Call Vote

Ayes: Ader, Annerino, Hunt, Khan, Smolka, Szczupaj, Wang

Nays: None

The motion carried (7-0).

Proposed 2022-23 Official School Calendar

Mr. Annerino made a motion, seconded by Mr. Khan, to approve the proposed 2022-23 Official School Calendar, as presented.

Roll Call Vote

Ayes: Wang, Ader, Annerino, Hunt, Khan, Smolka, Szczupaj

Nays: None

The motion carried (7-0).

Approval of Soluciones Spanish Reading Intervention by Benchmark

Mrs. Hunt made a motion, seconded by Mrs. Ader, to purchase the comprehensive, research based program for Spanish reading intervention titled Soluciones and published by Benchmark Education Company, New Rochelle, NY, as requested. The total cost of the materials will be \$43,672.50, and Title funds will be used to make this purchase.

Roll Call Vote

Ayes: Annerino, Hunt, Khan, Smolka, Szczupaj, Wang, Ader

Nays: None

The motion carried (7-0).

Approval of Junior High Literacy Resources & Materials for Reading Workshop

Mr. Smolka made a motion, seconded by Mr. Annerino, to approve the purchase of Junior High resources and materials for Reading Workshop from Heinemann Publishing, in the amount of \$88,298.13, to be paid from the District Literacy budget, as requested.

Roll Call Vote

Ayes: Hunt, Khan, Smolka, Szczupaj, Wang, Ader, Annerino

Nays: None

The motion carried (7-0).

2020 Winter Break CLA Asbestos Abatement - Old Cafeteria and Various Offices

Mr. Annerino made a motion, seconded by Mrs. Hunt, to award the contract for 2020 Winter Break CLA Asbestos Abatement to Valor Technologies, Inc. (Bolingbrook, IL) for a total amount of \$44,900, as recommended.

Roll Call Vote

Ayes: Khan, Smolka, Szczupaj, Wang, Ader, Annerino, Hunt

Nays: None

The motion carried (7-0).

Consent Calendar

Mrs. Szczupaj presented the consent calendar and asked if any board member wished to have any items removed for separate consideration and vote. No items were removed.

Mr. Wang made a motion, seconded by Mrs. Ader, to approve Consent Calendar items, as presented.

Roll Call Vote

Ayes: Smolka, Szczupaj, Wang, Ader, Annerino, Hunt, Khan

Nays: None

The motion carried (7-0).

Copies of the Consent Calendar items 2-6 are contained in the Official Minutes. Items 7-8 are contained in the Student Services Department. Items 9-10 are on file in the Department of Business and Auxiliary Services.

1. Approval of Consent Calendar
2. Investment Report
3. Treasurer's Report
4. Report of Payroll Vouchers and Invoices
5. Student Activities Fund Report
6. Budget Report
7. Updated Nonpublic Facility Placement Contract-Felicity School, LLC
8. Updated Nonpublic Facility Placement Contract-Cove School
9. Settlement Agreement with Plaintiff
10. Renewal of Microsoft Data Center Licensing School Agreement

Correspondence

Dr. Heinz reported on the Freedom of Information Act requests that were received and/or responded to last month. President Szczupaj had a question on one of the FOIA requests. Dr. Heinz responded.

Adjournment

There being no further business to come before this meeting, Mrs. Hunt made a motion, seconded by Mr. Annerino, for adjournment of the meeting.

The motion carried unanimously, and the meeting adjourned at 8:05 p.m.

