

**Minutes of a Regular Meeting of the Board of Education of  
Community Consolidated School District 15  
Palatine, Cook County, Illinois  
Held on Wednesday, September 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 September 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 September 3, 2020.

**Roll Call**

President Szczupaj called the regular meeting to order at 5:34 p.m.

Board members physically present:

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

Also present were Laurie Heinz, Ed.D., Superintendent of Schools; Lisa Nuss, Assistant Superintendent for Human Resources; Diana McCluskey, Chief School Business Official; Mary Graff, Recording Secretary.

**Closed Session**

Mr. Smolka made a motion, seconded by Mr. Wang, that the Board go 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)(b)
- 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.

Roll Call Vote

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

Nayes: none

Motion carried (7-0) and the Board entered closed session at 5:42 p.m.

### **Reconvene in Open Session**

The Board returned to open session at 7:04 p.m. on a motion made by Mr. Wang, seconded by Mr. Smolka.

Roll Call Vote

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

Nayes: None

Motion carried (7-0).

### **President's Comments**

On behalf of the Board, Mrs. Szczupaj thanked everyone for being there.

### **Mission Statement**

Mrs. Szczupaj recited the District's Mission Statement.

### **Pledge of Allegiance**

Those present recited the Pledge of Allegiance.

### **Public Comments**

Mrs. Szczupaj asked if anyone had filled out a public comment card. No public persons had.

### **Superintendent Update**

On behalf of her Cabinet, Dr. Heinz congratulated Mrs. Ader on her pregnancy and presented her with a baby gift.

Dr. Laurie Heinz provided the Board of Education a brief update on the following topics:

She updated the Board of Professional Development happenings in the District and talked about 2 August Institute and 2 e-Learning Days. She thanked staff who prepared the sessions as well as those who deeply engaged in the learning that was offered.

She provided a brief update on the 1<sup>st</sup> day of school as well as the first three weeks of virtual learning. She reported that school is up and running smoothly with the exception of some technology glitches.

Dr. Heinz provided an overview of the upcoming Professional Development session for staff that will focus on an introduction to Zoom and GoGaurdian,

which a number of teachers have piloted and will allow staff to manage what sites students are viewing while online. She also explained what the district is doing to give technology support to families who may be having trouble with or have questions about virtual learning. Teachers are giving parent contact support to minimize the disconnection some people may be feeling with distance learning.

Dr. Henz provided an update for District 15's Return to Learn rolling re-entry, beginning September 21st. She highlighted the layered safety protocols that are in place at each school and District 15 buildings. Material pick ups are planned at each Junior High as families have expressed the need for a balance between screen time and paper/pencil. Gifted and talented program planning continues, and literacy screenings and assessments begin tomorrow, September 10th.

In addition, 5 boiler projects are in progress in the district and our new Facility Team is working to fine tune the current 5 year health life safety plan which will be presented to the Board at the next meeting.

Dr. Heinz gave a COVID-19 update to the Board.

She introduced Morgan Delack, Chief Communications Officer, to speak about her collaboration with Student Services and Human Resources to build a COVID-19 dashboard to give families a quick glimpse of the current numbers in order to help keep them informed. The dashboard will be available to view on the district website and will include data including student and staff new active COVID-19 cases and students and staff members placed in quarantine. Dr. Heinz added that it is also important to stay on top of the numbers for staffing purposes. Families need to be aware of the current situation to help them understand if/when difficult decisions need to be made should the district run into staff shortages due to this pandemic, i.e.: reverting back to all virtual learning if there are not enough substitute teachers to cover staff absences.

#### Feeding Our Students

Dr. Heinz thanked Nutrition Services and Transportation for continuing to pack and deliver food to feed thousands of our students each day. 387,000,716 meals were provided from March to August.

Dr. Heinz then spoke about other factors relating to getting our kids back to school safely.

We are watching the COVID-19 numbers via zip code metrics in order to watch each of our communities in the hopes of adding another layer of

safety. September 21st brings our Special Education and Kindergarten students back to school for those approximately 8000 families who chose in-person learning. 1st and 2nd graders will return September 28th and 3rd and 4th on October 5th. Dr. Claire Kowalczyk and Dr. Tom Edgar have been working with the Union and junior high principals on a hybrid model to bring our Junior High students back to school October 14th. Safety guidance continues to get tighter as nurses and custodians have been mandated to be fit tested with N95 masks. We continue to react as things change.

We have hired 42 teachers and are training program assistants to support virtual learning classrooms as the state says we must accommodate those families who want to go remote.

Slideshow: Teachers In the District Showing Passion For Teaching Virtually

### **Presentation and Discussion with RSP & Associates**

RSP & Associates gave an update to the Board on the progression of the enrollment analysis plan since listening to their requests at the last meeting. RSP stated that unfortunately many of the items on the Board's bucket list were unobtainable due to space limitations and just not enough kids. They spoke mainly about plans 5 and 5A:

#### **Concept 5**

- Thomas Jefferson Elementary is repurposed as a middle school
- Full Day kindergarten at each elementary school
- Bilingual Overlay is removed – all students go to the school in which attendance area they reside in
- Grade Configuration changes in 2021/22 to K-5, 6-8 (ES, MS)
- Partial Complete Feeder from ES to MS to HS Feeder (HS District 211-Railroad)
- Winston Campus Elementary becomes part of the Winston Campus Middle School
- Central Road attendance area west of 53 Hwy
- Concept Preliminary Costs by STR Partners LLC (STR Estimate \$28,632,788)

#### **Concept 5A**

- Thomas Jefferson Elementary repurposed as a middle school
- Full Day kindergarten at each elementary school
- Bilingual Overlay is removed – all students go to the school in which attendance area they reside
- Grade Configuration changes in 2021/22 to K-5, 6-8 (ES, MS)

- New elementary in the Northeast area of the district (Park Place Area)
- Partial Complete Feeder from ES to MS to HS Feeder (HS District 211-Railroad)
- Winston Campus Elementary becomes part of the Winston Campus Middle School
- Central Road attendance area west of 53 Hwy
- Concept Preliminary Costs by STR Partners LLC (STR Estimate \$68,145,288)

Lisa Szczupaj, Board of Education President, pointed out that this is very much a starting point to a process in which the community should be involved. She added, the Board very much wants to do the right thing for the community and utilize tax payer dollars the best they can.

Zubair Khan, Board of Education member, stated he was glad to now see what the options are and the price tags attached to each scenario.

Dr. Heinz reiterated that in no way have decisions been made in regards to moving forward. This is simply a concept at this point. None of this would be happening in even 2021; probably 2023 and beyond, and we don't expect to have answers now. Next steps will be to meet with Morgan Delack, Chief Communications Officer, to organize question and answer sessions with staff, parents and our communities. Many decisions need to be made before communicating to the public, however, and a timeline will be figured out. Mrs. Szczupaj added that community members want community schools to align with their feeder high schools, and full day Kindergarten. Dr. Heinz thanked RSP for presenting.

At 8:35 p.m., Dr. Heinz asked for a ten minute break. The meeting resumed at 8:44 p.m.

### **Discussion Regarding Park Place Due Diligence Period Extension**

Dr. Heinz asked the Board if they would like to ask for another extension of the due diligence period and said administration would like to extend. The Board agreed.

### **Presentation: FY2021 Budget by CSBO Diana McCluskey & Director of Fiscal Services Joshua Schoot**

Diana McCluskey presented on the final budget, hoping that it would be adopted by the Board in its current form. She stated that it was their best guess based on what was happening right now in this pandemic environment. She talked about the Operating Funds and what they are used for.

Joshua Schoot spoke mainly on the additional expenditures the district incurred due to COVID-19.

- 4 Main Additional Expenditures Totalling Approximately \$5 Million Dollars
  - 40 Full Time Teachers Hired For Virtual Classrooms
  - 10 Additional Sub Custodians Hired To Support Enhanced Cleaning Guidelines and Disinfecting Supplies
  - Curriculum Purchases
  - Technology Purchases

Key Features to Note:

- Fund Balance Used as Reserves For Unforeseen Situations Such as COVID-19
- Teacher Retirements Helped Offset Budgetary Impact of 40 Additional FTE Teachers
- Self-Funded Health Insurance Has Saved the District Considerably
- Possible Additional Federal Assistance May Be Allocated
- Possible Savings in \$1.5 Million Substitute Budget Due to Remote Learning
- State of Illinois Uniform Grant and No Kid Hungry Grant - \$25,000 Received
- Development of Virtual Learning
- Life Safety Bond Sale at 1.1 % All In True Cost V. Projected 2.8%
- CTC Salary Growth Under \$840,084
- Long Awaited Facility and Life Safety Improvements Underway
- USDA Summer Reimbursement Extended to 12/31/2020

Mr. Schoot said without COVID-19 the district would be breaking even. Some districts are in dire shape. We are not. He also said he will continue to keep Dr. Heinz and the Board updated.

Mrs. Szczupaj thanked Mrs. McCluskey and Mr. Schoot for pulling the COVID costs together and said we are fortunate to be in good financial shape.

Mr. Annerino asked how the extra teachers hired for virtual learning would be utilized if the district was able to go back to all in-person learning again: Phase 5. Dr. Heinz explained there is plenty of room to repurpose extra teachers, for example, Reading and Math Intervention and Technology.

Wenda Hunt asked what kind of shape the district would be in financially if we had to continue on this path a lot longer. Josh Schoot answered we can only sustain this climate for 1 year. Dr. Heinz added some hard conversations would have to be had depending on what we wanted education to look like. Mrs. Szczupaj agreed with Mr. Schoot that the buildings would have to be kept up and maintained no matter the scenario.

Dr. Heinz thanked Mrs. McCluskey and Mr. Schoot for being able to put a budget together and for working so well as a team. Mrs. McCluskey thanked Danielle Guardino for her help and experience.

### **Acceptance of Minutes**

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

August 11, 2020 Regular Board of Education Meeting

Roll Call Vote

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

Nayes: None

The motion carried (7-0)

### **Legislative Updates/Education Research Development (ED-RED) Organization**

Mr. Annerino – No updates to report.

### **One-five Foundation**

One-five Foundation met virtually on September 3, 2020. Mr. Smolka spoke on a few topics that were touched upon in the meeting:

- Many programs cancelled due to COVID-19, such as Lego League
- 2 fund raisers in the works – 50/50 raffle is back – March 17, 2020
- Flex space at GMS almost complete; other schools to follow
- Looking forward to having kids back to enjoy the space

### **Finance Committee**

The Finance Committee met last week. Kudos to Diana McCluskey and Joshua Schoot for being prepared and reporting on the impact COVID-19 has had on the district.

### **Equity Committee**

Mrs. Ader put together a short presentation about issues that will be talked about at the next meeting, proposed for some time next month:

- Opportunity Gaps
- Defining What Equity Means In District 15
- Evaluating What is Already Being Done
- How Can We Broaden the Scope of Equity in Our Community
- Outline a Broader Strategic Planning Process

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

Mrs. Hunt made a motion, seconded by Mr. Khan, to approve the September 9, 2020, Personnel Report, as presented.

Roll Call Vote

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

Nayes: None

The motion carried (7-0).

### **Administrator and Teacher Salary Benefits Report**

Mr. Khan made a motion, seconded by Mr. Smolka, to approve the Administrator and Teacher Salary Benefits Report, as presented.

Roll Call Vote

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

Nayes: None

The motion carried (7-0).

### **Adoption of FY2021 Budget**

Mrs. Ader, made a motion, seconded by Mr. Smolka, to adopt the FY2021 Budget, as presented.

Roll Call Vote

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

Nayes: None

The motion carried (7-0).

### **Real Estate Purchase Agreement: Park Place Due Diligence**

Mrs. Hunt, made a motion, seconded by Mr. Annerino, to enter into an amendment to the Real Estate Purchase Agreement for the Park Place property, dated June 25, 2019, to extend the due diligence period for at least 120 days, as presented.

Roll Call Vote

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

Nayes: None

The motion carried (7-0).

### **Right at School, LLC**

Mr. Annerino made a motion, seconded by Mr. Wang, to enter into an agreement with Right at School, LLC, a before and after school enrichment organization, to provide childcare and e-learning support for school-aged children of staff members, to be housed at Jane Adams Elementary School in classrooms that will not be utilized during the 2020-21 school year, as presented.

Roll Call Vote

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

Nayes: None

The motion carried (7-0).

### **Newsela History Module Purchase – Junior High Curriculum**

Mr. Wang made a motion, seconded by Mr. Khan, to approve the expenditure of \$32,340.00 for the purchase of a one year digital bundle of Newsela Social Studies Content for all four junior high schools and each of their history teachers, as presented.

Roll Call Vote

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

Nayes: None

The motion carried (7-0).

### **Bid Award #20-032 Chromebook Cases**

Mrs. Hunt made a motion, seconded by Mrs. Ader, to award the purchase of four thousand five hundred and thirty seven (4,537) Always-On Chromebook Cases to Hut Global d.b.a. VolumeCases (Boca Raton, FL), for a total bid award amount of \$72,365.15 per the bid specifications and requirements set forth in the bid documentation, as presented.

Roll Call Vote

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

Nayes: 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. Annerino made a motion, seconded by Mr. Khan, for approval of the consent calendar, as presented.

#### Roll Call Vote

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

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 on file in the Department of Business and Auxiliary Services. Items 9-10 are on file in the Department of Student Services.

1. Approval of Consent Calendar
2. Investment Report
3. Report of Payroll Vouchers and Invoices
4. Budget Report
5. Student Activities Fund Report
6. Treasurer's Report
7. Annual Telecommunications Maintenance Agreement
8. Roosevelt University Tuition Reimbursement for Mathematics Endorsement
9. Agreement for School Therapist-Counseling, Center for Special Education Service, LLC
10. Contracted School Nurse Contract-Therapy Travelers

#### **Correspondence**

Dr. Heinz reported on the Freedom of Information Act requests that were received and/or responded to in the past month.

#### **Adjournment**

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

The motion carried unanimously, and the meeting adjourned at 9:31 p.m.