

MINUTES of the Regular Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on August 14, 2019.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on August 14, 2019, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on August 9, 2019.

ROLL CALL

President Szczupaj called the regular meeting to order at 7:00 p.m.

Board members physically present:

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

Board member(s) physically absent:

None

Also present were Laurie Heinz, Ed.D., superintendent of schools; Michael Adamczyk, SFO, chief school business official; Meg Schnoor, Ed.D., assistant superintendent for teaching and learning; Susan Gehring, assistant superintendent for student services; Lisa Nuss, assistant superintendent for human resources; Morgan Delack, chief communication officer; Thomas Edgar, Ph.D., assistant superintendent for district improvement and data; Renee Urbanski, executive director, second language programs; June Becker, recording secretary; members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE—SPACE CAMP SCHOLARSHIP RECIPIENTS

Dr. Edgar led those present in the Pledge of Allegiance.

CITIZENS ADDRESS THE BOARD

No citizens addressed the Board at this meeting.

PUBLIC HEARING ON THE ADOPTION OF THE FY2020 TENTATIVE BUDGET

Call to Order

Mr. Smolka made a motion, seconded by Mr. Annerino, to open the public hearing on the Adoption of the FY2019 Tentative Budget.

A roll call was held with the following results:

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

NAY: None

The motion carried.

Board President Szczupaj announced that the public hearing on the Adoption of the FY20120 Tentative Budget was now open. The hearing opened at 7:03 p.m.

Report

The Board of Education held a public hearing related to the tentative fiscal year 2020 budget. Mr. Adamczyk reviewed the proposed 2019-20 budget, which was first presented at the Board's June 12, 2019, Board of Education meeting.

It was noted that the 2019-20 tentative budget provides for expenditures in excess of revenues of \$6,458,871. The district is budgeting \$7.23 million in capital projects spending next year. According to the five-year financial forecast, the district returns to revenues in excess of expenditures in the 2020-21 school year. The budget will be presented to the board at the September 11, 2019, Board of Education meeting, and prior to a vote on its formal adoption. The full tentative budget presentation can be viewed online through the district's website.

Public Comment

Mrs. Szczupaj asked if anyone wished to comment on or had any questions related to the Adoption of the FY2020 Tentative Budget. No one responded.

Adjourn Public Hearing

Mr. Smolka made a motion, seconded by Mr. Wang, to adjourn the public hearing on the Adoption of the FY2020 Tentative Budget.

A roll call was held with the following results:

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

NAY: None

The motion carried. The public hearing was closed at 7:05 p.m.

PUBLIC HEARING ON THE INTERFUND TRANSFERCall to Order

Mrs. Ader made a motion, seconded by Mr. Annerino, to open the public hearing on the Interfund Transfer Resolution.

A roll call was held with the following results:

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

NAY: None

The motion carried.

Board President Szczupaj announced that the public hearing on the Interfund Transfer Resolution was now open. The hearing opened at 7:05 p.m.

Report

The Board of Education held a public hearing related to an Interfund Transfer Resolution. Annually the District transfers funds from the Education Fund to the Operations and Maintenance Fund. This year the district will need to transfer \$7.5 million from the Education Fund to the Operations and Maintenance Fund. Total transfer from the Operations and Maintenance Fund to the Capital Projects Fund in the 2019-20 school year will be \$10.0 million. The Capital Projects Fund has an estimated unaudited fund deficit of \$2.73 million at the beginning of the 2019-20 school year.

The School Code requires the board to hold a public hearing authorizing an interfund transfer from the Education Fund prior to board action formally authorizing the transfer. A resolution was passed at the June 12, 2019, Board of Education meeting setting this hearing date. Administration recommends the Board adoption of the resolution, which formally approves the transfer of \$7.5 million from the Education Fund to the Operations and Maintenance Fund.

The Interfund Transfer Resolution was considered and voted upon later in the meeting.

Public Comment

Mrs. Szczupaj asked if anyone wished to comment on or had any questions related to the Interfund Transfer Resolution. No one responded.

Adjourn Public Hearing

Mr. Smolka made a motion, seconded by Mr. Wang, to adjourn the public hearing on the Interfund Transfer Resolution

A roll call was held with the following results:

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

NAY: None

The motion carried. The public hearing was closed at 7:08 p.m.

AUGUST 2019 SUPERINTENDENT'S REPORT

Superintendent of Schools Dr. Laurie Heinz provided the Board of Education a comprehensive update on the following topics:

- Summary of transition activities from December 2018 through June 2019
- Share leadership focus from July 1 – August 14, 2019
- Two-day Cabinet Advance with Rick Van Arman
- Debrief our Illinois Association of School Boards (IASB) *Starting Right Workshop* and discuss and areas in need of follow-up
- Share highlights of New Teacher Orientation Program
- D15 Presence a Better Together Event
- Recap District-wide Institute Day
- Opening Day Highlights
- Day 1 Enrollment Numbers
- Infinite Campus Launch – Challenges and Successes
- Save the Date – Wednesday, September 25, 2019
  - Board Dinner with *Culturally and Linguistically Responsive Teaching and Learning* author Dr. Sharroky Hollie

OVERVIEW AND DISCUSSION OF DISTRICT 15 FACILITY NEEDS (PART 1)

Dr. Heinz next provided the Board of Education a review of the overall status of District 15's facilities to ensure that our Board and administrative team are operating from a shared basis of current information.

The focus on facilities was intended to offer a holistic view encompassing the following:

- Background and current status of District 15's required life safety projects emanating from the 2014 Health-Life Safety Survey;
- Enrollment projections;
- Potential additional projects generated by the Boundaries Task Force (BTF);
- Status of Park Place school proposal; and
- Associated costs and preliminary financing options to complete all/some of these projects.

#### **Background on D15 Health-Life Safety Survey**

All Illinois school districts are required to evaluate their school facilities relative to Illinois Health-Life Safety Code requirements every 10 years. The most current D15 report dates to 2014, when approximately \$156 million of facility needs were identified. The facility needs are categorized into three areas:

1. Urgent (Priority "A") items = \$24.5 million (must be completed within one year)
2. Required (Priority "B") items = \$110.6 million (must be completed within five years)
3. Recommended (Priority "C") items = \$20.8 million (recommendations, but not required to complete)

All urgent Priority "A" items, and select "B" items, were completed in 2017 through issuing \$27.25 million in bonds. Required priority "B" items total an estimated \$106 million, and are required to be completed by District 15 by 2020.

#### **Enrollment Projections**

D15 recently commissioned an enrollment study to determine whether enrollment will increase or decrease in future years, both in total and by grade level. The main findings indicate that overall district-wide enrollment is expected to decline by approximately 130 students over the upcoming four-year period. Although enrollment is decreasing overall, there are four schools with a projected 5-percent or higher increase by the year 2022-23 (Plum Grove, Marion Jordan, Whiteley, Hunting Ridge).

#### **Boundaries Task Force (BTF) Discussion**

The Boundaries Task Force, a group of volunteer community members, was commissioned in January of 2017 to mitigate capacity concerns at several schools where enrollment is increasing and to address community issues with the current boundary lines. The group presented its preliminary boundary change concepts to the Board of Education at its June 12, 2019, Board of Education meeting.

The group presented four proposals that address the communities' top priorities, of which, three of them include the conversion of Thomas Jefferson Elementary into a junior high school, and two include the purchase of a vacant northeast Palatine storefront and converting it into an elementary building. The complete presentation of the four proposals can be viewed on the district's website.

It was noted that before moving forward with any of the proposals identified, the board must first discern if Thomas Jefferson is capable of conversion into a junior high. Additionally, work must be done to outline each proposal's exact boundaries, determine busing and programming impacts and develop a plan for community engagement surrounding the plans.

#### **Park Place School Proposal**

The concept of a school located in northeast Palatine at Rand and Dundee Roads in the Park Place shopping center was identified as an option for the Board of Education to consider in 2018. It was noted that more than 20 percent of District 15 students live in the northeast quadrant of Palatine without close access to a school facility. This building would solve that problem, while also freeing up space in other buildings to allow for full-day kindergarten district-wide. The Park Place facility is incorporated into two of the four BTF proposals. Before the Board can decide if it would like to purchase Park Place at an estimated cost of \$17.9 million, a more detailed plan regarding boundaries, educational impact and financial impact would need to be explored.

#### **Funding Options**

The district's capital budget cannot possibly fund all needed Health-Life Safety projects, the purchase of Park Place and/or other facility projects identified by the district and BTF. A presentation on funding options from the district's financial advisor will be provided to the Board in the fall; allowing for a better understanding of overall revenue sources available to District 15 and what will be possible financially.

#### **Next Steps**

The Board decided to commission a feasibility study of Thomas Jefferson Elementary School to determine if it can be converted into a junior high school. Additional work with the BTF will wait until the study is complete so it can determine next steps. The Board will discuss potential revenue sources needed to tackle future facilities work after hearing the in-depth financial presentation provided this fall.

#### **READING AND ACCEPTANCE OF MINUTES**

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

- June 6, 2019 Regular Board of Education Meeting, and the
- July 29, 2019 Special Board of Education Meeting and Executive Session, as presented.

A roll call was held with the following results:

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

NAY: None

The motion carried.

#### ED-RED COUNCIL/LEGISLATION

Mr. Annerino reported that the legislature has been out, so he recapped some of the session's wrap up items. The General Assembly approved a balanced budget that contained an increase of \$375 million for the evidence-based funding model. A school construction program is in the works that would infuse \$1.5 billion of new money for school construction and maintenance across the state. There could also possibly be a revenue stream for school districts to hire school resource officers and mental health experts. However, it was noted that with all the new mandates that were approved, the legislature would be dictating to local school districts exactly how much of the funding would be spent. Additionally, lawmakers addressed the teacher shortage; local school district flexibility on various fronts; new instruction will have to be provided in curriculum to address diversity; and the improvements on school board issues that were achieved by the Illinois Association of School Boards.

#### one-five FOUNDATION

Mr. Smolka noted there was nothing to report at this time.

#### FINANCE COMMITTEE

Ms. Hunt reported that the Finance Committee met recently and discussed several items: impact of Park Place, Boundaries Task Force, Life Safety needs, and facilities issues. It was noted that options for financing options for these items and next steps would be touched upon at the September meeting. Mr. Wang added that Life Safety "B" list items were also addressed.

#### EQUITY COMMITTEE

Mrs. Ader noted that both she and Mr. Khan had met with Dr. Heinz and shared the commitment to equity that the district embraces. It was noted that opening day for staff highlighted DeEtta Jones, keynote speaker on Equity, Diversity, and Inclusion. Both Mrs. Ader and Mr. Khan also continue to attend conferences focused on equity, to augment the district's dedication to all students. The committee would likely convene next following the Dr. Hollie Board dinner and CLR update to the board.

#### SUPERINTENDENT'S COMMUNICATION COMMITTEE

Dr. Heinz noted that the Superintendent Communication Committee had not yet met, and additionally, that committees in general will be under review for community interest, effectiveness, and possible revamping. The board would possibly work with the Illinois Association of School Boards to gain knowledge on connecting with the community and various stakeholders.

#### PERSONNEL REPORT

Mr. Smolka made a motion, seconded by Mr. Annerino, to approve the August 14, 2019, Personnel Report, as presented.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the Personnel Report is contained in the Official Minutes.

#### RESOLUTION OF THE BOARD OF EDUCATION OF CCSD 15, COOK COUNTY, ILLINOIS, AUTHORIZING AN INTERFUND TRANSFER

Ms. Hunt made a motion, seconded by Mr. Annerino, to approve the Resolution of the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois, Authorizing An Interfund Transfer in the amount of \$7.5 million from the Educational Fund to the Operations and Maintenance Fund, as recommended.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the resolution is contained in the Official Minutes.

#### BID AWARD—REBID HEATING VENTILATION AIR CONDITIONING (HVAC) UPGRADES (20-001)

Mr. Annerino made a motion, seconded by Mr. Khan, to award the contract for the Heating Ventilation Air Conditioning (HVAC) Upgrades Rebid (20-001), to F. E. Moran, Inc., Lemont, IL, for a base bid amount of \$334,500.00 and an Alternate Bid #1 amount of \$12,200.00, for a total bid award of \$346,700.00, as recommended. The award selection is based on lowest vendor meeting bid specifications.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

#### BID AWARD—LASER BOND PAPER (20-002)

Mrs. Ader made a motion, seconded by Mr. Wang, to award the contract for the Laser Bond Paper Bid (20-002) to Veritiv Operating Company, Addison, IL, for a total amount of \$196,850.45, as recommended.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

#### BID AWARD—REBID FIRE ALARM TESTING AND INSPECTION (20-003)

Mr. Khan made a motion, seconded by Mr. Annerino, to award the contract for the Fire Alarm Testing and Inspection Rebid (20-003), to Esscoe, Lake Zurich, IL, for a total bid award amount of \$32,792.00, as recommended. The award selection is based on lowest vendor meeting bid specifications.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

#### REQUEST FOR APPROVAL—SCHOOL LEADERS INSTITUTE (JUNE 2020)

Mrs. Ader made a motion, seconded by Mr. Khan, to approve the request for a four-day School Leaders Institute to be presented by Irene Fountas and Cindy Downend, Lesley University Literacy Collaborative, Scheduled for June 8–11, 2020. Attendance of approximately seventy (70) people is anticipated, at a cost of about \$157,500.00, as recommended.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the proposal is on file in the Department of Teaching and Learning.

#### 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.

A roll call was held with the following results:

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

NAY: None

The motion carried.

Copies of consent calendar Items A–G are contained in the Official Minutes. Item H is on file in the Department of Business and Auxiliary Services. Item J is on file in the Department of Teaching and Learning. Item K is on file in the Department of Technology Services. Items M – FF are on file in the Department of Student Services.

- A. June/July 2019 Investment Report
- B. June 2019 Treasurer's Report
- C. June/July 2019 Report of Payroll Vouchers and Invoices
- D. May 2019 Activities Fund Report
- E. June 2019 Budget Report
- F. Disposals
- G. Hazardous Areas Resolution
- H. STR Partners Proposal—Summer 2020 Life Safety Improvements
- I. Board Policy—Second Reading
  - 4:190 Targeted School Violence Prevention Program (NEW)
  - 7:190 Students—Rights and Responsibilities (Student Behavior)
- J. Purchase Requisition—Pearson Education (8<sup>th</sup> Grade Social Studies Materials Adoption: Online Product)
- K. iPads for Student Services - Low Incidence
- L. Destruction of Executive Session Audio Recordings—September 2017
- M. Contracted Occupational Therapist; The Stepping Stones Group
- N. Contracted Speech/Language Therapist; Soliant Health

- O. Nonpublic Facility Placement Contract, Parkland Preparatory Academy (1)
- P. Nonpublic Facility Placement Contract, Parkland Preparatory Academy (2)
- Q. Nonpublic Facility Placement Contract, Menta Academy Hillside
- R. Nonpublic Facility Placement Contract, Arlyn Day School (1)
- S. Nonpublic Facility Placement Contract, Jeanine Schultz Memorial School
- T. Nonpublic Facility Placement Contract, Metro Prep Day School-Extended Day (1)
- U. Nonpublic Facility Placement Contract, Metro Prep Day School-Extended Day (2)
- V. Nonpublic Facility Placement Contract, Metro Prep Day School
- W. Nonpublic Facility Placement Contract, Winston Knolls School
- X. Nonpublic Facility Placement Contract, New Connections Academy
- Y. Nonpublic Facility Placement Contract, Camelot Therapeutic-Mt. Prospect (1)
- Z. Nonpublic Facility Placement Contract, Arlyn Day School (2)
- AA. Nonpublic Facility Placement Contract, Camelot Therapeutic-Mt. Prospect (2)
- BB. Nonpublic Facility Placement Contract, Child's Voice (1)
- CC. Nonpublic Facility Placement Contract, Chicago Lighthouse
- DD. Nonpublic Facility Placement Contract, Child's Voice (2)
- EE. Nonpublic Facility Placement Contract, Classroom Connections
- FF. Nonpublic Facility Placement Contract, Cove School

#### CORRESPONDENCE

Dr. Heinz reported that five (5) Freedom of Information Act requests were received and responded to last month.

#### EXECUTIVE SESSION

Mr. Annerino made a motion, seconded by Mr. Smolka, that the Board go into executive session to discuss the 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. SILCS 120/2(c)(1)

A roll call was held with the following results:

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

NAY: None

The motion carried and the Board entered executive session at 8:54 p.m.

#### RETURN TO OPEN SESSION

The Board returned to open session at 9:31 p.m. on a motion made by Mr. Smolka, and seconded by Mr. Khan.

A roll call was held with the following results:

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

NAY: None

The motion carried.

#### 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 9:33 p.m.