

**Minutes of a Regular Meeting of the Board of Education of
Community Consolidated School District 15
Palatine, Cook County, Illinois
Held on Wednesday, November 13, 2019, 6:30 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 November 13, 2019, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on November 7, 2019.

Roll Call

President Szczupaj called the regular meeting to order at 6:30 p.m.

Board members physically present:

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

Board members physically absent: None

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

Executive Session

Mr. Smolka made a motion, seconded by Mr. Annerino, that the Board go into executive 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)

Roll Call Vote

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

Nays: None

Motion carried (7-0) and the Board entered executive session at 6:31 p.m.

Return to Open Session

The Board returned to open session at 7:01 p.m. on a motion made by Mr. Smolka, and seconded by Mr. Annerino.

Roll Call Vote

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

Nays: None

Motion carried (7-0).

Pledge of Allegiance: 6TH Grade Student Leaders from Virginia Lake Elementary School

Stephanie Daly, Virginia Lake Elementary School principal, introduced sixth-grade student leaders from her school who were selected to lead the Board of Education during the Pledge of Allegiance. The student leaders help the younger students pack up and board the correct buses at the end of each day. Serving as positive role models, they show leadership to all students at Virginia Lake through high expectations and dedication as learners.

Student Recognition: 6th Grade Cross Country Invitational Meet

The Board recognized the winners of the sixth-grade D15 Cross Country Invitational Meet. More than 400 students participated in the mile race, held Sept. 24 at North Salk Park in Rolling Meadows. Congratulations to the winners of each division!

Student Recognition: CLR Classroom Students

Students who are part of the Culturally and Linguistically Responsive Teaching (CLR) Lab Classroom were recognized at the meeting. The classroom at Jane Addams Elementary School provides teachers with real examples of how to implement student engagement protocols in a manner that is culturally responsive. The students in this 5th grade classroom have been integral partners with our CLR Instructional Coach Angelique Maselis and cooperating teacher Kimberly Popp in providing this amazing learning opportunity for our teachers.

Staff Recognition: "Those Who Excel"

The Illinois State Board of Education (ISBE) recognized each of District 15's seven nominees with awards in its prestigious "Those Who Excel" awards program this year. The award honors outstanding teachers, administrators, student support personnel and volunteers for their exceptional contributions to schools across Illinois.

The following District 15 award recipients were recognized by the Board of Education:

Ivy Fleming, Joseph M. Kiszka Educational Service Center, Award of Recognition in the Educational Service Personnel category.

Susan Gehring, Joseph M. Kiszka Educational Service Center, Award of Recognition in the School Administrator category.

Karen Hanisch, Carl Sandburg Junior High School teacher, Award of Merit in the Classroom Teacher category.

Michelle Heberling, Stuart R. Paddock Elementary School volunteer, Award of Merit in the Community Volunteer category.

Nicole Perso, John G. Conyers Learning Academy social worker, Award of Recognition in the Student Support Personnel category.

Eleanor Tixier, Carl Sandburg Junior High teacher, Award of Recognition in the Early Career Educator category.

Public Comments

Jim McGrath, resident of Barrington, addressed the Board regarding the IASB Resolutions (#1, #3, and #4), under consideration at the upcoming Illinois Association of School Boards conference.

Ann Kennedy, League of Women Voters, addressed the Board regarding the IASB Resolutions (#1 and #3), under consideration at the upcoming Illinois Association of School Boards conference.

Public Hearing to Waive the Limitation on Administrative Costs**Call to Order**

Mr. Smolka made a motion, seconded by Mr. Wang, to open the public hearing to Waive the Limitation on Administrative Costs.

Roll Call Vote

AYES: Annerino, Border, Kain, Khan, Smolka, Szczupaj, Wang

NAYS: None

The motion carried (7-0).

Board President Szczupaj announced that the public hearing to Waive the Limitation on Administrative Costs was now open. The hearing opened at 8:06 p.m.

Report

Districts with per pupil expenditures in the 25th percentile and below are allowed to waive the state's 5-percent limitation following a public hearing and at least a two-thirds vote of the Board of Education. District 15 ranks 345 out of 368 elementary school districts, putting us in the lowest 25th percentile and eligible for the waiver.

The budgeted administrative costs for fiscal year 2020 are 33 percent higher than in fiscal year 2019, primarily due to six new special education positions and a new Spanish Dual Language coordinator role.

Public Comment

Mrs. Szczupaj asked if anyone wished to comment on or had any questions related to Waive the Limitation on Administrative Costs. No one responded.

Adjourn Public Hearing

Mrs. Hunt made a motion, seconded by Mr. Wang, to adjourn the public hearing to Waive the Limitation on Administrative Costs.

The motion to adjourn was unanimous. The public hearing was closed at 8:08 p.m.

Superintendent Update

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

Curriculum

- K-6 teachers professional development on mathematics pedagogy
- K-3 Fountas and Pinnell Classroom (FPC) and 4-6 Planning underway
- Ellevation professional development

Facilities

- Several meetings with STR Partners to finalize feasibility study
- Secure vestibule planning with six school principals finalized vestibules and office enhancement
- Sensory Rooms and Walkways under discussion

Human Resources

- Sub Shortage Continues -- Our Efforts
- Assistant Superintendent for Student Services
- Chief School Business Official (CSBO) position posted - interviews on Nov. 18 and Board participation on Dec. 4 (thanks Lisa and Sam)

Partnerships

- Illinois Association of School Boards (IASB) Fall Dinner
- Community School Opened -- Celebrity Chef
- I-Compete/Partners for our Communities (POC) Trunk N Treat event
- Northwest Suburban Council PTA meeting
 - Special Education Parents Accessing Resources and Knowledge (SPARK): What's Under the Umbrella: A Neuropsychological Approach to ADHD
- North Cook Illinois Association of School Administrators (NC IASA) meeting
- Union check-in meetings
- Kiwanis and Rotary
- Partners for our Communities (POC)
- one-five Foundation fundraising drive underway

Professional Development

- Culturally and Linguistically Responsive Teaching and Learning (CLR) Lab Classroom Visits
- Staff: Assistant Principal Roundtable

D15 Stand-Out Staff

- Steve Nagy - Custodian from Winston Campus (September)
- Deb Wille - Building Secretary from Lincoln Elementary School (September)
- Barb Walt - Nurse from Plum Grove Junior High School (October)
- Pam Rogers - Building Secretary from Central Road Elementary School (October)

School Visits and Highlights

- Transportation Breakfast
- #ThankaPrincipal
- Principal Observations
- Halloween Parades and Parties
- PBIS Celebrations
- WRS Scholars

Calendar Items

- 11/11-11/15/2019: School Psychologist Awareness Week
- 11/15/2019: Illinois School Board Members Day
- 11/18-11/22/2019: American Education Week
- 11/20/2019: Education Support Professionals Day

- 11/22-11/24/2019: IASB-IASA-IASBO Joint Annual Conference

Illinois Interactive Report Card

A document outlining major features of the Illinois State Board of Education's Illinois Interactive Report Card (IIRC) and how to navigate the IIRC was provided.

Board of Education Appreciation Day

Superintendent Heinz thanked the Board for its dedicated volunteer service to our community. District 15 is joining with other Illinois school districts to thank the seven members of our Board of Education for championing quality education in order for us to **Transform Vision into Reality**.

Sponsored by the Illinois Association of School Boards, School Board Members Day is being celebrated for the seventh year across Illinois on November 15. It has been proclaimed as a special opportunity set aside each year to thank the almost 6,000 board members serving in 863 school districts for providing local, grassroots governance.

Update on Draft Strategic Roadmap (Part 2)

Thomas Edgar, Ph.D., Assistant Superintendent for District Improvement and Data, provided a report on the progress of the strategic plan refresh. It was noted that the plan focuses on four key commitments: Staff, students, facility improvement/financial stewardship and results. Additionally, it provided samples of the supporting action times and scorecard-based monitoring system.

The District 15 Strategic Roadmap Update full presentation can be viewed on the district website.

Feasibility Study Findings and Facility Master Planning

The Board of Education revisited its discussion of the Boundaries Task Force (BTF) and the feasibility of its initial proposals.

STR Partners presented its findings for converting Thomas Jefferson Elementary School into a junior high or middle school, to align with the BTF proposals. The feasibility study showed conversion of the school is possible with several modifications to the existing school site.

Also presented at the meeting was an updated building capacity study from STR Partners. STR's report shows impact on capacity per building through four scenarios, which include adjustments to feeder patterns, programming and the addition of full-day kindergarten.

The Board will continue its discussion of school boundaries and programming during a future meeting.

Secure Vestibules at Frank C. Whiteley, Lincoln, and Stuart R. Paddock Elementary School

The Board of Education's commitment to safer schools will continue the summer of 2020, when secure vestibules will be added to six District 15 buildings: Lincoln, Central Road, Frank C. Whiteley, Walter R. Sundling, Stuart R. Paddock and Marion Jordan. Construction of secure vestibules was completed at five schools in the summer of 2019. The remaining eight schools had secure vestibules already in place. A secure vestibule modifies the front entrance of a school to ensure visitors pass through the main office before gaining access to the rest of the school building.

Expanded Scope Secure Vestibules and Office Enhancements at Central Road and Marion Jordan Elementary Schools, and Walter R. Sundling Junior High School.

Discussion on this item was postponed until the January 8, 2020, Board of Education meeting.

Recess

The Board took a brief recess from 9:52 p.m. to 9:58 p.m.

Presentation: FY 2019 Final Audit From Miller Cooper & Co., Ltd.

Miller Cooper accounting firm completed its annual audit for District 15 for the year ending June 30, 2019, and provided a comprehensive presentation to the Board.

District 15 received an "unqualified" audit opinion from Miller Cooper, which is the highest opinion an auditor can grant. Such an opinion states that the auditor feels the district followed generally accepted

accounting principles appropriately and that the financial reports are an accurate representation of the District's financial condition.

The Annual Financial Report calculates an estimated Financial Profile Designation for the District. The Illinois State Board of Education calculates the final score. The estimated profile designation score is 3.90 on a scale of 0.0 to 4.0, qualifying the district for recognition status. This is the third year in a row the district has achieved this score.

Presentation: Five-Year Financial Projections

This item was postponed until the December 11, 2019, Board of Education meeting.

Presentation: Proposed 2019 Tax Levy

Mr. Adamczyk presented a comprehensive report about the tentative tax levy, which determines how much taxpayer money the district will request in the fiscal year. Property taxes amount to 77-percent of District 15's annual operating expenses.

The Board of Education will be considering a levy of \$131,424,565, a 4.5% increase over the 2018 extension. This is sufficient to capture the five-year average of new growth and the 1.9% CPI increase.

It is common practice for a school district to levy an amount in excess of what the District actually anticipates for only two reasons: To maintain the maximum tax rates the district is entitled and to capture the tax receipts on all new property (EAV).

The Board will vote to adopt the final aggregate tax levy at the December 2019 Board Meeting.

Acceptance of Minutes

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

- September 11, 2019, Regular Board of Education Meeting and Executive Session Minutes

Roll Call Vote

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

Nays: None

The motion carried (7-0).

Education Research Development (ED-RED) Organization

Mr. Annerino reported that the legislature returned for their second veto session. Several items under discussion included: school district communication with their employees; union membership and/or revocation; special education services to students past their 22nd birthday; and students entitled to vote be given a two-hour window to vote on Election Day.

one-five FOUNDATION

Mr. Smolka – Nothing to report.

Finance Committee

Mr. Wang reported on the committee's recent meeting of November 5, 2019, and reviewed the various topics under discussion. Among the items discussed were secure vestibules, Five-Year Projections, TIFs and the tax levy, Administrative Costs Waiver, and summer 2020 Projects.

Equity Committee

Mr. Khan – Nothing to report.

Review of Illinois Association of School Boards (IASB) 2019 Committee Resolutions Committee Report (Consensus)

The Board reviewed the list of Illinois Association of School Boards' (IASB) Legislative Committee Resolutions/Recommendations to be endorsed and/or opposed by District 15 Board members and administrators at the annual meeting of the IASB Delegate Assembly to be held on November 22, 2019, in Chicago. Specifically the Board discussed two major new resolutions and voted upon them: Board Operations and Duties, 1. Student Safety (BOE 5-2 Opposed) and 3. School Safety Grant Program (BOE 5-

2 Opposed). Mr. Khan, who would be voting at the delegate session, requested that board members email him their recommendations regarding the remaining resolutions under consideration.

Personnel Report: Administration, Certified, and Non-Certified

Mr. Annerino made a motion, seconded by Mr. Wang, to approve the November 13, 2019, Personnel Report, as presented.

The following new administrators were introduced to the Board:

Ann Scully will join District 15 as the next Assistant Superintendent of Student Services, replacing Susan Gehring, who retires June 30, 2020. Janice Mattheis will come to District 15 as the Director of Innovation and Instructional Technology. Ms. Scully and Ms. Mattheis will begin work in District 15 on July 1, 2020.

Roll Call Vote

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

Nays: None

The motion carried (7-0). A copy of the Personnel Report is contained in the Official Minutes.

Acceptance of the FY2019 Final Audit

Mr. Smolka made a motion, seconded by Mr. Khan, to accept the Audited Financial Statements for Fiscal Year 2019, as recommended.

Roll Call Vote

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

Nays: None

The motion carried (7-0).

Resolution Estimating the Aggregate Levy of the Tax Year 2019

Mr. Wang made a motion, seconded by Mr. Khan, to approve the Resolution Estimating the Aggregate Levy for the Tax Year 2019, as presented.

Roll Call Vote

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

Nays: None

The motion carried (7-0).

Resolution to Waive the Limitation on Administrative Costs

Mrs. Ader made a motion, seconded by Mrs. Hunt, to waive the limitation on administrative costs for school year 2019-20 and direct the Superintendent to notify the State Board of Education within 45 days of this action.

Roll Call Vote

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

Nays: None

The motion carried (7-0).

Approval of Expanded Scope Secure Vestibules and Office Enhancements at Central Road and Marion Jordan Elementary Schools, and Walter R. Sundling Junior High School

Consideration and vote on this item was postponed until the January 8, 2020, Board of Education meeting.

Bid Award: BID #20-006 Custodial Cleaning Supplies

Mrs. Ader made a motion, seconded by Mr. Khan, to award the contract for Custodial Cleaning Supplies (#20-006) to the following six (6) vendors:

1. All American Poly, Piscataway, NJ - \$9,945.00
2. Boelter Companies, Chicago, IL - \$48,122.00
3. ChemCraft, Chicago, IL - \$39,311.00
4. Supply Works, Lombard, IL - \$191,590.60
5. Unipak Corp, Brooklyn, NY - \$7,150.00
6. Warehouse Direct, Des Plaines, IL - \$2,807.25

for a total amount of \$298,925.85, as recommended. The bid award is based on lowest vendors meeting bid specifications.

Roll Call Vote

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

Nays: None

Motion carried (7-0). A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

Bid Award: BID #20-007 Public Address System Upgrades

Mr. Annerino made a motion, seconded by Mr. Khan, to award the contract for PA System Upgrades (#20-007) to ITR Systems, Downers Grove, IL, for a total amount of \$36,630.00. ITR Systems was the only company to respond to the bid, and has done previous work with the District.

Roll Call Vote

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

Nays: None

Motion carried (7-0). A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

Bid Rejection: BID #20-008 Non-Commodity Food Products

Mrs. Hunt made a motion, seconded by Mr. Smolka, to reject the Non-Commodity Food Products Bid (#20-008), due to double bidding. The product list will be re-evaluated, at which time the District will go out to bid in conjunction with the Commodity Foods Bid for the 2020-21 school year.

Roll Call Vote

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

Nays: None

Motion carried (7-0). A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

Bid Award: BID #20-009 Rock Salt and Triple Melt

Mrs. Hunt made a motion, seconded by Mr. Smolka, to award the contract for Rock Salt and Triple Melt Bid (20-009) to Conserv FS, Woodstock, IL, in the amount of \$52,850.00, as recommended. It was noted that the two low bidders did not meet the requirements put forth in the bid specifications.

Roll Call Vote

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

Nays: None

Motion carried (7-0). A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

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. Smolka made a motion, seconded by Mrs. Ader, for approval of the consent calendar, as presented.

Roll Call Vote

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

Nays: None

Motion carried (7-0).

Copies of consent calendar Items 2–6 are contained in the Official Minutes. Item 7 is contained in the Official Minutes. Item 8 is on file in the Technology Services Department. Item 9 is on file in the Technology Services Department. Item 10 is on file at Winston Campus Junior High School. Items 11-14 are on file in the Student Services Department.

1. Approval of Consent Calendar
2. Investment Report
3. Treasurer's Report

4. Report of Payroll Vouchers and Invoices
5. Activities Fund Report
6. Budget Report
7. Board Policy: Second Reading
8. Post-Issuance Tax Compliance Report
9. Renewal of Microsoft Data Center Licensing School Agreement
10. Donation from Elkay "Fountains for Youth Program" to Winston Campus Junior High School
11. Placement Recommendation: North Cook Young Adult Academy (A)
12. Placement Recommendation: North Cook Young Adult Academy (B)
13. Professional Services Agreement: Catapult Learning/St. Colette School
14. Agreement for Professional Therapy Services: Career Staff Unlimited

Correspondence

Dr. Heinz reported that four (4) Freedom of Information Act requests were received and responded to last month.

Adjournment

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

The motion carried unanimously, and the meeting adjourned at 10:33 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education