

**Minutes of a Regular Meeting of the Board of Education of
Community Consolidated School District 15
Palatine, Cook County, Illinois
Held on Wednesday, December 11, 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 December 11, 2019, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on December 6, 2019.

Roll Call

President Szczupaj called the regular meeting to order at 6:28 p.m.

Board members physically present:

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

Board members physically absent: Michael Smolka

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; Renee Urbanski, executive director, second language programs; June Becker, recording secretary; members of the administrative staff, members of the press, and others.

Executive Session

Mr. Wang 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)

Administrative staff present: Laurie Heinz, Lisa Nuss

Roll Call Vote

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

Nays: None

Motion carried (6-0) and the Board entered executive session at 6:28 p.m.

Return to Open Session

The Board returned to open session at 6:54 p.m. on a motion made by Mr. Wang, and seconded by Mr. Annerino.

Roll Call Vote

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

Nays: None

Motion carried (6-0).

Pledge of Allegiance: Lincoln Elementary School and Overview of Latino Family Literacy Night

Mary Beth Knoepfel, Lincoln Elementary School principal, introduced students who participate in Lincoln School's Latino Family Literacy Program to lead the Board in the Pledge of Allegiance.

The program at Lincoln is led by a group of Lincoln's bilingual teachers who meet with families to spread their love of literacy. Each meeting affords families the opportunity to share a different story and learn a reading strategy their child is learning at school. The teaching staff encourages the importance of sharing the new literacy strategies at home while reading with children.

At the meeting, students shared their favorite books they have read with their families through the program.

Student Recognition: Dual Language Students from Jane Addams and Winston Campus Elementary Schools

The board recognized students from the two-way Spanish Dual Language program. Now in its second year in District 15, the program is in place at Winston Campus and Jane Addams Elementary Schools in kindergarten and first grades.

Public Comments

There were no requests to address the board at this meeting.

Superintendent Update

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

Curriculum

- Multi-Tier System of Supports (MTSS)
- Social Emotional Learning (SEL) Supports
- Update on Math
- Update on Fountas and Pinnell Classroom (FPC)

Facilities

- BTF, STR, Administration Meeting
- Inverness Property Feasibility

Strategic Plan Update

- Balanced Scorecard

Human Resources

- Chief School Business Official (CSBO) position - final interviews held on Dec. 4 (thanks to Lisa and Samantha for their participation)
- Update on Sub Trainings (4th training - December 11) - We have trained over 100 subs to date. A group of them has completed the process of licensure and are subbing in our schools.

Partnerships

- C.A.R.E. Meeting with Park Districts - December 9th
- D15 Community Partners Luncheon - December 9th
- D15 Parent Partners - December 10th
- D15 Superintendent's Communication Council - December 12
- North Cook Illinois Association of School Administrators (NC IASA) meeting - December 13
- Northwest Suburban Council PTA meeting
- Partners for our Communities (POC)
- Restructuring/Renegotiation of Intergovernmental Agreements
- Union check-in meetings - TIE in December
- Village of Schaumburg Meeting - Updates on Motorola and Algonquin Road Corridor Developments (Item 5.3)

Professional Development

- Pam Rosa Training for Administrators
- Recap of the Triple I Conference

D15 Stand-Out Staff

- Kim Wimer: Congratulations D15 Standout Staff Member, Kim Wimer. Kim is a Special Education Resource Teacher at Gray M. Sanborn Elementary School and was nominated by Erika Heller. "Kim works very hard to meet the diverse needs of our students. She creates great relationships with students and teachers, and consistently demonstrates care and compassion for everyone. It is a pleasure to work with Kim, and I'm always learning from her." -Erika Heller
- Elizabeth Lope: Congratulations D15 Standout Staff Member, Elizabeth Lope. Elizabeth is a Bus Driver who primarily drives preschool students who attend Conyers Learning Academy. She was nominated by Melissa Hernandez: "I am so happy that our CLA preschoolers get on Elizabeth's bus. She is always friendly and kind, and greets each student by name and with a smile. Our preschoolers, in turn, also board the bus happily. She has a calm demeanor as

the kids get on the bus, and provides a relaxing environment with soothing music. She's incredibly kind, compassionate, and understanding. It is a pleasure to walk our students out to her bus and see her every afternoon." - Melissa Hernandez

School Highlights

- Student Presentations: PGJH Visit to the National Council of Teachers of English Conference in Baltimore.
 - Teachers from across the country were learning from the experts this weekend: A group of Plum Grove Junior High students.
 - The students and their families traveled to Baltimore last weekend to participate as presenters at the National Council of Teachers of English conference. The students said they wanted a voice in spaces where people were making decisions about their education, especially when it came to the books they read and writing they composed. NCTE is an audience of 8000 teachers, authors, and thought leaders, and a session at that conference could give them an audience to share what they think about literacy. So they wrote a proposal knowing that the odds of being accepted were small given how competitive the proposal process is for this prestigious conference. In March, they received notice that they were accepted, and they would be given a ballroom for their session at the annual November convention in Baltimore. They and their families made it happen.
- Teacher Presentations: Annual Statewide Multilingual Conference
 - Two sets of D15 teachers presented at this yearly conference last week. Winston Campus Junior High teachers, Gabrielle Devlin and Laura Hagan, presented Responsive Middle School Curriculum-It's Cultural. Lauren Lukowski (Gray M. Samborn) and Cynthia Torres (Central Road) presented Dictation puts the POW in Writing: Produces Outstanding Writers.
 - We are so proud to have District 15 represented so well by these hard-working and dedicated professionals who represent the hard work going on districtwide.
- Principal Observations
- Holiday concerts for adapted music: CS, WRS, CR, MJ, CLA

Calendar Items

- 12.23.2019: Winter Break begins
- 01.06.2020: Institute Day (No Student Attendance)
- 01.07.2020: Students Return
- 01.08.2020: Regular Board Meeting

Update on Meeting with Village of Schaumburg on Algonquin Road/Motorola Corridor

Mr. Adamczyk reported on a meeting that was held on November 14, 2019, between representatives from the Village of Schaumburg and the District. Under discussion was a review of development plans for a Tax Increment Financing (TIF) district created in 2014. This TIF district is on the site of the former Motorola campus, south of Algonquin Road and west of Meacham Road; it is referred to as 90 North District West Residential. Specifically, we were interested in how many students District 15 might expect from the new residential development. The plan outlined the number of townhomes and apartment units that could house school age children. It is estimated that the total impact fees to District 15 would be about \$234,000.00.

It was noted that the project is scheduled to break ground in the Spring of 2020 with occupancy no sooner than Fall of 2021. It is estimated it will take three (3) to four (4) years for completion. Varying estimates concluded that approximately 68 – 104 additional students could affect the current Hunting Ridge Elementary School attendance area. State law requires the Village to reimburse the local school district for costs incurred for additional students generated as a result of the TIF district. The Village of Schaumburg estimates that reimbursements to District 15 would be approximately \$711,000.00, for 68 students in 2025. The District's per capita tuition charge based on the 2018–19 fiscal year data is \$12,362.95.

Presentation: English as a Second Language (ESL) and Bilingual Programming

District 15 welcomes and supports learners from all around the world in our learning community. As the 13th largest second language program in the state, our district provides eight program models to meet

the linguistic and academic needs of students whose native language is other than English. The purpose of our programming is to accelerate English language literacy and value each child's social and cultural knowledge while creating bilingual and bicultural individuals.

The Second Language Department presented an overview of its programs, touching upon the following topics:

- CCSD15 demographics
- Overview of academic program models and curriculum
- Community programs and enrichments
- 2019 ESL/Bilingual student performance
- Department vision and goals connected to D15 Strategic Plan

The Second Language Department full presentation can be viewed on the district website.

Presentation: Five-Year Financial Projections

Mr. Adamczyk provided an overview of the District's five-year financial forecast to the Board. It was noted that the forecast had been updated since June 2019 and now contained the audited financial results for the 2018/19 school year as well as updated tax levy information for the current year. The forecast included the Board adopted budget for the current 2019/20 school year. It also included additional funding for Culturally Linguistically Responsive (CLR) for the 2020/21, 2021/22, 2022/23, school years as well as additional funding for needed technology upgrades in future years.

The Five-Year Financial Projections and full presentation review can be viewed on the district website.

Acceptance of Minutes

Mr. Khan 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:

- November 13, 2019, Regular Board of Education Meeting and Executive Session Minutes

Roll Call Vote

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

Nays: None

The motion carried (6-0).

Education Research Development (ED-RED) Organization

Mr. Annerino reported on several items: Senate President John Cullerton's retirement announcement; the reinstatement of competency tests for paraprofessional endorsement; and outcome of two Illinois Association of School Boards Delegate Assembly resolutions. Concerning the latter, he noted the assembly voted against Resolution 1. Student Safety (arming of teachers) and voted in favor of Resolution 3. School Safety Grant Program (School Resource Officer funding).

one-five FOUNDATION

Mrs. Szczupaj – Nothing to report.

Finance Committee

Mr. Wang - Nothing to report.

Equity Committee

Mr. Khan – Nothing to report.

Personnel Report: Administration, Certified, and Non-Certified

Mrs. Hunt a motion, seconded by Mr. Annerino, to approve the December 11, 2019, Personnel Report, with the following recommendations:

- 1) recommendation for a two (2) day unpaid suspension and last chance agreement for Andrea Cordts; and a
- 2) recommendation for termination for Melanie Burke-Franke, as presented

Roll Call Vote

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

Nays: None

The motion carried (6-0). A copy of the Personnel Report is contained in the Official Minutes.

Staffing Recommendation: Nutrition Services, Winston Campus

Mr. Wang made a motion, seconded by Mr. Khan, to approve the staffing recommendation of the addition of a 5-hour server position to the Winston Campus Nutrition Services Kitchen, as recommended.

Roll Call Vote

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

Nays: None

The motion carried (6-0).

Seasonal Temporary Employees

Mr. Annerino made a motion, seconded by Mrs. Ader, to approve the establishment of Seasonal Temporary Employee positions, as presented.

Roll Call Vote

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

Nays: None

The motion carried (6-0).

2018 Every Student Succeeds Act (ESSA) Designation School Improvement Plan Approval (WCJH, TJ, WRS, and CSJH)

Dr. Edgar provided an overview of the Every Student Succeeds Act (ESSA) Designation School Improvement Plan (SIP) process. As required by the State of Illinois, District 15 must submit these plans for all schools receiving an "underperforming" designation. Each of the SIRs include a set of goals, annual objectives, action plan components to support each goal, and a list of actions or steps to monitor the school's general progress. The schools involved in this plan included: Winston Campus Junior High School, Thomas Jefferson Elementary School, Walter R. Sundling Junior High School, and Carl Sandburg Junior High School.

Mrs. Ader made a motion, seconded by Mrs. Hunt, to approve the ESSA Designation School Improvement Plans for Winston Campus Junior High School, Thomas Jefferson Elementary School, Walter R. Sundling Junior High School, and Carl Sandburg Junior High School, as presented.

Roll Call Vote

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

Nays: None

The motion carried (6-0). Copies of the ESSEA Designation School Improvement Plans are on file in the Teaching and Learning Department.

Authorization of Certificate of Tax Levy

Mrs. Hunt made a motion, seconded by Mrs. Ader, to approve the Certificate of Compliance with Truth in Taxation Law; Certificate of Tax Levy; Resolution Authorizing the Special Education Levy; Resolution Authorizing Reduction of Certain Fund Levies for the 2019 levy year; and the Resolution Authorizing the Final Aggregate Levy for the Year 2019, as presented.

It was noted that the tax levy 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 revenues. The levy of \$131,424,565.00 is a 4.5 percent increase over the 2018 extension. This is sufficient to capture the five-year average of new growth and the 1.9 percent CPI increase. While this levy is 4.5 percent higher than last year, the District believes that the final levy, which will not be determined until late spring, will be approximately 2.36 percent.

Roll Call Vote

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

Nays: None

Motion carried (6-0). Copies of the levy documents are on file in the Department of Business and Auxiliary Services.

Bid Award: BID #20-010 Jane Addams Elementary School Roof Repair

Mrs. Ader made a motion, seconded by Mr. Annerino, to award the contract for the Jane Addams Roof Replacement (20-010), including the Base Bid and Bid Alternate 1, to Stuckey Construction Company of Waukegan, IL for a total bid award amount of \$1,611,000.00, as recommended. It is noted that the lowest bidder asked to be excused due to errors they made while calculating their lump sum total and the second lowest bidder submitted an incomplete bid and had inadequate coverage for mechanical systems.

Roll Call Vote

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

Nays: None

Motion carried (6-0). A copy of the bid summary is on file in the Department of Business and Auxiliary Services.

Revised 2020–2021 Official School Calendar

Mr. Wang made a motion, seconded by Mrs. Ader, to approve the Revised 2020-21 Revised Official School Calendar, as presented.

Roll Call Vote

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

Nays: None

Motion carried (6-0). A copy of the Revised 2020–2021 Official School Calendar is contained in the Official Minutes.

Draft 2021–2022 Official School Calendar

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

Roll Call Vote

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

Nays: None

Motion carried (6-0). A copy of 2021–2022 Official School Calendar is contained in the Official Minutes.

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 Mr. Khan, for approval of the consent calendar, as presented.

Roll Call Vote

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

Nays: None

Motion carried (6-0).

Copies of consent calendar Items 2–6 are contained in the Official Minutes. Items 7 and 8 are on file in the Business and Auxiliary 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. Workers' Compensation Settlement
8. Monetary Donation to Winston Campus

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. Khan made a motion, seconded by Mr. Wang, for adjournment of the meeting.

The motion carried unanimously, and the meeting adjourned at 8:35 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education