

**Minutes of a Regular Meeting of the Board of Education of
Community Consolidated School District 15
Palatine, Cook County, Illinois
Held on Wednesday, January 8, 2020, 6:15 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 January 8, 2020, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on January 2, 2020.

Roll Call

President Szczupaj called the regular meeting to order at 6:15 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; 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. 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)
- Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District 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.

Administrative staff present: Laurie Heinz, Lisa Nuss

Roll Call Vote

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

Nays: None

Motion carried (7-0) and the Board entered executive session at 6:15 p.m.

Board Member Anthony Wang entered the meeting/executive session at 6:32 p.m.

Return to Open Session

The Board returned to open session at 6:53 p.m. on a motion made by Mr. Smolka, and seconded by Mr. Khan.

Roll Call Vote

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

Nays: None

Motion carried (7-0).

Board President Szczupaj held a moment of silence in memory of longtime District 15 staff member Holly Cocanig Pighini who sadly passed away during the week. She noted that Mrs. Pighini started teaching in District 15 in 1998. She spent her years in District 15 teaching at Winston Campus and Frank C. Whiteley Elementary Schools, and also spent time as the Assistant Principal at Lake Louise Elementary School. She cared deeply about her students and touched many lives during her career in District 15.

Pledge of Allegiance: Willow Bend Elementary School

Robert Harris, Willow Bend Elementary School principal, introduced a group of student leaders called the "Respectables" to lead the Board in the Pledge of Allegiance. Through Willow Bend's Positive Behavioral Interventions and Supports (PBIS) Green Team, this student group analyzes school data, also plans and writes "cool tools" among other diverse activities. The students were recognized at the meeting together with their PBIS Green Team coaches Theresa Drogos and Katie Caldera.

Staff Recognition: 2019 National Board Certified Teachers

Congratulations went out to seven District 15 teachers who obtained or renewed their National Board Certification, known as the gold standard for professional educators. This voluntary certification process is extremely rigorous. Teachers must demonstrate distinguished practice in content knowledge; differentiation of instruction; use of data and assessments; reflection and continuous learning.

The Board of Education congratulated the following educators who achieved or renewed this prestigious recognition in 2019:

- Allison Hudson, Virginia Lake Elementary School
- Susan Major, Virginia Lake Elementary School
- Irene Salman, Virginia Lake Elementary School
- Tamara Wilson, Thomas Jefferson Elementary School
- Susan Esbrook, Gray M. Sanborn Elementary School (renewal)
- Lauren Lukowski, Gray M. Sanborn Elementary School (renewal)
- Lynda Maxwell, Kimball Hill Elementary School (renewal)

Public Comments

Joyce Slavik, resident of Palatine, addressed the Board regarding the use vaping by students.

Superintendent Update

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

Curriculum

- As we work to fully define and implement a multi-tiered system of supports (MTSS), a number of meetings have taken place in December.

Facilities

- STR meetings update on facility work
- Bid awards out for summer 2020 projects
- Tony Rossi joins us as a consultant to help with facility needs

Strategic Plan Update

- The SIP Leadership team met to talk about how best to bring concepts within the refreshed Strategic Plan to the building level

Human Resources

- Staffing conversations have begun. We will likely be seeking staffing increases to better align needs of our programs a student population

Partnerships

- We had a successful check-in meeting with ESPA
- DTU \$1,000 donation to the one-five Foundation -- thank you!

Professional Development

- Finalizing January's Institute Day

D15 Stand-Out Staff

- Valerie Reed - Valerie is a sign language interpreter at Virginia Lake and was nominated by Brooke Held. "Valerie is such an example of lifelong learning and has a heartfelt compassion for kids. While

Val is assigned to work with one specific child, she supports all students. She takes a positive interest in every student in my class, has a kind listening ear, and offers academic and language support for all. Whenever she isn't servicing her student directly, she spends her "free time" learning our upcoming curriculum and practicing how to sign for future lessons. Also, out of the goodness of her heart, she has started a sign language group for students interested during recess. Val is a great support to myself as a teacher, and her passion for education is an incredible inspiration to both teachers and students. VL is lucky to have her!" —Brooke Held.

- Yuko Nakagawa - Yuko is a Japanese ESL teacher at Frank C. Whiteley School and was nominated by Carolyn English. "Yuko goes up and beyond each and every day for her 62 Japanese ESL students and the teachers at Whiteley School! We would be lost without her! Yuko is well respected by our bilingual parent community and is a trusted colleague to all. The best part about Yuko (besides her smile and laugh) is her dedication to her students. Yuko's work ethic is second to none. Whiteley is a better school because of Yuko Nakagawa." —Carolyn English

Calendar Items

- 01.14.2019: Kindergarten Registration (all schools)
- 01.15.2020: D15 Spelling Bee!
- 01.20.2020: Martin Luther King Jr., Holiday - District Closed
- 01.21.2020: Institute Day - No Student Attendance
- 02.12.2020: Regular Board Meeting

Discussion Regarding Park Place Due Diligence Period

Mr. Adamczyk reported on the status of the Park Place property due diligence period. The Board entered into a Real Estate Purchase Agreement for the vacant storefront building at Rand and Dundee Roads on June 25, 2019, with tentative plans to convert the space into an elementary school. In October, the Board extended the due diligence period of the contract, which is set to expire on January 15, 2020.

Discussion included whether to either: (1) terminate the real estate purchase agreement, or (2) request that the owner agree to another extension of the due diligence period. If the Board decides to terminate the agreement, it would be necessary for District legal counsel to send the required notice of termination. If the Board instead decides to request an extension of the due diligence period, the Board will need to authorize an individual(s) to sign an extension prior to January 15. Please note that the owner may decline to agree to another extension, in which case, the Board will need to terminate the agreement. If the Board does decide to proceed with the purchase, an extension of at least 90 days will be necessary to complete the extensive due diligence activities that are required prior to completing the purchase.

Upon further discussion, it was noted that no additional funding would be provided, and the motion would include 'subject to the expansion of school funds.' If the property owner agrees to the terms of the requested extension, the Board will have an additional 90 days of due diligence.

This item was considered and voted upon later in the meeting.

Update STR Partners Regarding Facility Study

Jennifer Costanzo, AIA, LEED AP, Principal, STR Partners LLC, provided the Board with an update on the next phase of their facility/capacity study work. The Board continued its discussion with STR Partners, the District's architectural firm, regarding possible boundary changes to better meet the needs of the schools and larger communities we serve.

Several preliminary boundary scenarios were presented, largely based upon previous work done by the Boundaries Task Force. STR also provided a maximized capacity for each building by identifying space within the existing facilities that may be renovated into classroom space to meet changing enrollment demands. The scenarios incorporated a variety of elements including full-day kindergarten, adjustments in program locations, a more streamlined feeder pattern and a middle school (6-8) option. Although the scenarios continue to evolve and improve, none fully meets the needs of the District at this time.

The Board's next step is to invite school boundary consultation firm RSP Associates to a future meeting to potentially assist with the process moving forward.

Discussion: Nicholas & Associates as Construction Manager for CCSD 15

Mr. Adamczyk provided an overview of the process by which to engage the services of Nicholas & Associates as Construction Manager model and Cost Estimator for the Summer 2020 construction projects, in contrast to using a General Contractor model used for the District's Summer 2019 construction projects. Under the Construction Manager model, the project is bid out per category and multiple bids are awarded by the Board; while under the General Contractor model, the work is awarded to one General Contractor who hires the subcontractors. The scope of the services for the Summer 2020 construction projects includes secure vestibules and the HVAC upgrades at Willow Bend. Also for approval is a project authorization sheet for estimating costs for converting Thomas Jefferson, possible additions to existing junior high and elementary schools, and room conversions at Conyers Learning Academy. This item was considered and voted upon later in the meeting.

Student Achievement Report

Dr. Edgar and Laura Swanlund, Ph.D., assistant director, research and systems/psychology coordinator, provided an overview of the District's student achievement report to the Board. This report provided information that highlighted outcomes for students in District 15. The report is directly aligned the Illinois accountability system, the Every Student Succeeds (ESSA) Act, which emphasizes a holistic understanding of student performance beyond test scores.

The presentation highlighted the following:

- Student achievement and growth on the Illinois state achievement tests
- District impact on multiple indicators including English Learner growth, attendance, and school climate
- Progress towards closing the achievement gap
- Equitable access to D15 programs and services
- Goals connected to the D15 strategic plan

The complete 2019-20 District 15 Student Achievement Report can be viewed on the district website.

Acceptance of Minutes

Mrs. Hunt 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:

- December 12, 2019, Regular Board of Education Meeting and Executive Session Minutes

Roll Call Vote

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

Nays: None

The motion carried (7-0).

Education Research Development (ED-RED) Organization

Mr. Annerino reported that while the legislature was not in session there are several noteworthy items to review. The Restraint and Seclusion Bill was still under review in both of the House of Representatives (H.R. 4847) and the Senate (S.2860) noting they were vague and under further clarification and consideration, while slowly moving forward.

Secondly, there is an ongoing effort to reduce property taxes, several suggestions included:

- school district consolidation
- merging of units of local government
- shortening Tax Increment Financing (TIFS) and/or stiffer requirements
- reforming property tax assessments and/or other options for property tax relief

one-five FOUNDATION

Mr. Smolka announced the upcoming one-five FOUNDATION's 50/50 Raffle (formally the 529 Raffle) benefitting the students of our district. He noted that tickets would be sold between the dates of February 1 and March 17, 2020. All proceeds would benefit the Foundation in its 2020 fundraising efforts to support Flexible Seating in school libraries, and *Blessings in a Backpack*, providing food for children who might otherwise go hungry.

Finance Committee

Mr. Wang/Mrs. Hunt - Nothing to report.

Equity Committee

Mr. Khan noted the Equity Committee had met on January 7, 2020, to review the Student Achievement Report presentation. They discussed how the committee could help to incorporate the equity piece in future presentations. The goal being to keep the community in touch with how equity concepts are being incorporated and implemented throughout the district.

Board Policy: First Reading

Dr. Heinz reported on the changes to the following policies as recommended by Illinois Association of School Boards PRESS publication and reviewed by the District's attorneys Hodges, Loizzi, Eisenhammer, Rodick & Kohn, LLP. She also fielded any inquiries from the Board.

5:50 General Personnel: Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

7:270 Students: Administering Medicines to Students

8:30 Community Relations: Visitors to and Conduct on School Property

These policies were reviewed and voted upon later in the meeting.

Personnel Report: Administration, Certified, and Non-Certified

Mr. Smolka made a motion, seconded by Mr. Annerino, to approve the January 8, 2020, Personnel Report, as presented.

Roll Call Vote

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

Nays: None

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

Resolution to Establish a Fiscal Year and Prepare a Budget

It was noted that the School Code of Illinois dictates that annually, the Board must pass a resolution directing Administration to prepare a budget for the following fiscal year. The resolution under consideration establishes the 2020-21 fiscal year and appoints the Chief School Business Official to develop a budget for that year.

Mrs. Ader made a motion, seconded by Mr. Wang, to approve the Resolution to Establish a Fiscal Year and Prepare a Budget, as presented.

Roll Call Vote

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

Nays: None

The motion carried (7-0). A copy of the budget is on file in the Business and Auxiliary Services Department. A copy of the resolution is contained in the Official Minutes.

Park Place

Mr. Annerino made a motion, seconded by Mr. Smolka, 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 an additional 90 days, subject to the expansion of district funds, subject to the review and approval of the Board's legal counsel, and authorize the Superintendent and Board President to sign such amendment.

Roll Call Vote

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

Nays: None

The motion carried (7-0). A copy of the agreement is on file in the Business and Auxiliary Services Department and contained in the official minutes.

Nicholas & Associates as Construction Manager for CCSD 15

Mr. Smolka made a motion, seconded by Mr. Khan, to enter into a master agreement with Nicholas & Associates, Inc. of Mount Prospect, IL as Construction Manager for Community Consolidated School District 15. Fees for all future projects will be based on the attached Master Agreement. I further make a motion to approve the Project Authorization Exhibit for the Summer 2020 construction projects, including secure vestibules and Willow Bend HVAC upgrades, and the Project Authorization Exhibit for cost estimating.

Roll Call Vote

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

Nays: None

The motion carried (7-0). A copy of the agreement is on file in the Business and Auxiliary Services Department.

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.

It was requested that Item No. 5 Student Fee Recommendation 2020-21 be removed for separate consideration and vote.

Mr. Smolka made a motion, seconded by Mrs. Ader, for approval of the consent calendar, with the exception of Item No. 5 Student Fee Recommendation 2020-21, as presented.

Roll Call Vote

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

Nays: None

Motion carried (7-0).

Copies of consent calendar Items 2 – 4 are contained in the Official Minutes. Items 6 – 11 are on file in the Student Services Department. Item 12 is on file in the Second Language Programs Department.

1. Approval of Consent Calendar
2. Investment Report
3. Report of Payroll Vouchers and Invoices
4. Activities Fund Report
5. ~~2020-21 Student Fee Recommendation~~
6. Non-Public Facility Placement Contract (Parkland Preparatory Academy)
7. Non-Public Facility Placement Contract (Laureate Day School)
8. Non-Public Facility Placement Contract (Classroom Connections School)
9. Agreement for Nursing Services Contract (CareerStaff Unlimited)
10. Agreement for Professional Therapy Services (Center for Special Education Services)
11. Agreement for Professional Therapy Services (EDU Healthcare)
12. Memorandum of Agreement Between National Lewis University and Community Consolidated School District 15
13. Board Policy: Second Reading
 - 5:50 General Personnel: Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
 - 7:270 Students: Administering Medicines to Students
 - 8:30 Community Relations: Visitors to and Conduct on School Property

2020-21 Student Fee Recommendation

Discussion included the timing for determining fees, as some are reviewed later in the school year.

Mrs. Ader a motion, seconded by Mr. Annerino, to approve the 2020-21 Student Fee Recommendation, as presented.

Roll Call Vote

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

Nays: None

The motion carried (7-0). Copies of the 2020-21 student fees

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 Mr. Annerino, for adjournment of the meeting.

The motion carried unanimously, and the meeting adjourned at 9:35 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education