

**Minutes of a Special/Regular Meeting of the Board of Education of  
Community Consolidated School District 15  
Palatine, Cook County, Illinois  
Held on Wednesday, April 8, 2020, 6:00 p.m.**

A special/regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held virtually through a Zoom platform, on April 8, 2020. Board members were notified by bulletin sent electronically on April 2, 2020, of the new platform.

**Roll Call**

President Szczupaj called the special/regular meeting to order at 6:08 p.m.

Board members present virtually via Zoom:

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

Board members absent virtually via Zoom: None

Also present virtually were Laurie Heinz, Ed.D., Superintendent of Schools; Claire Kowalczyk, Deputy Superintendent; Michael Adamczyk, SFO, Chief School Business Official; Meg Schnoor, Ed.D., Assistant Superintendent for Teaching and Learning; 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; and June Becker, recording secretary.

**Executive Session**

Mr. Smolka made a motion, seconded by Mr. Khan, for the board move 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 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.

Roll Call Vote

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

Nays: None

Motion carried (7-0) and the Board entered closed session at 6:08 p.m.

**Return to Open Session**

The Board returned to open session at 6:58 p.m. with a motion made by Mr. Khan and seconded by Mr. Annerino.

Roll Call Vote

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

Nays: None

Motion carried (7-0).

**Adjourn Closed Session**

The Board adjourned closed session at 6:58 p.m. on a motion made by Mr. Wang, and seconded by Mr. Smolka.

Roll Call Vote

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

Nays: None

Motion carried (7-0).

Note: Upon return from the closed session, Mrs. Szczupaj confirmed that all board members were still virtually present from the earlier roll call at 6:08p.m. The Board went directly into the regular meeting, no additional roll call was taken.

**Mission Statement**

Mrs. Szczupaj recited the District's Mission Statement.

**Pledge of Allegiance**

Those present via the online platform recited the Pledge of Allegiance.

**President's Comments**

On behalf of the Board, Mrs. Szczupaj relayed her sincere appreciation to all members of District 15 staff for the smooth transition to the ongoing District's distance learning experience. She articulated the immense undertaking that no one could have foreseen the current state-wide school closure/stay-at-home order and the impact it would have on the education of our students. Accolades also went out to the exemplary job done by the nutrition, curriculum, technology, and reprographics staff (to name a few) to ensure our students were fed and had ample opportunities to learn. A special thanks goes out to Morgan Delack, the District's Chief Communications Officer, for coordinating this very meeting, along with the endless array of online, web, and social media presence she manages for the District.

**Public Comments**

Public comments were gathered through an online Google survey and read aloud to the Board by Mrs. Delack. Ten comment forms were received, four had no comments included. The following citizens requested to address the board:

- Wenli Wang, resident of Rolling Meadows, addressed the Board regarding the possible use of Zoom meetings, google classroom, etc., during the ongoing distance learning period.
- Juana Garcia, resident of Arlington Heights, thanked the district for the support the teacher had given her children during the ongoing distance learning period.
- Ewa Wlasczyk, resident of Hoffman Estates, addressed the Board regarding the use of Zoom for the ongoing distance learning period.
- Anil and Rita Philip, residents of Palatine, addressed the Board regarding the use of Google Hangouts or Classroom to keep students more engaged during distance learning.
- Mehreen Khan, resident of Palatine, addressed the Board regarding the possibility of live video classrooms, i.e. Google Meets.
- Ramakrishna Siripuram, resident of Palatine, addressed the Board regarding the status of the remainder of the school year.

Copies of the requests are contained online within the agenda attachments.

**Superintendent Update**

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

Feeding our Students

- Nutrition Services and Transportation continue to pack and deliver food to thousands of students each day. In an effort to facilitate social distancing, we are now preparing meals at three separate sites.

### School Highlights

- GMS, FCW and VL Parades - heartwarming -- PH Video to students

### Curriculum

- eLearning Update

### Facilities

- COVID-19
- Facility Work Highlights
  - Deep Cleaning
  - Work Orders
  - Removal of Kimball Hill Portables

### Human Resources

- Hiring continues
- 2020-21 Updated ESC Organizational Chart

### Partnerships

- ISBE and IASB
- Superintendent Partnerships across the Region

### Professional Development

- Remote Professional Development

### Calendar Items

- 05.13.2020: Board of Education Meeting

### **Revisit Administrative Allocation Request for Instructional and CLR Coaches (Proposal D)**

Administration revisited the rationale for proposing the addition of extra Instructional Coaches as they provide valuable job-embedded and ongoing professional development to ensure teachers are equipped to deliver responsive and differentiated instruction to a wide array of students. Currently, D15 has dedicated a portion of Title I federal funds for instructional coaches at eight of its Title I schools. Since the Board's approval of the additional coaches, all Title 1 schools will have an instructional coach for the 2020-21 school year.

Administration also requested an additional Culturally & Linguistically Responsive Coach (CLR) to further support 12 of 20 schools that have been trained with CLR practices. The goal is to have all 20 schools on board over the next two school years. Currently D15 has one internal CLR coach and relies on external coaches from Teacher Created Materials (TCM) to supplement the work we can do in-house. This external training is costly, and will be pared back significantly with the hiring of an additional internal CLR coach.

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

### **Preliminary Student Assignment 2020-21 and Overview of Enrollment Projections**

District 15's 2020-21 enrollment and staffing projections were presented to the Board, showing the need to add 6.83 full-time equivalent (FTE) certified staff members for next year.

In preparation for the 2020-21 school year, a preliminary review of staffing needs was conducted by both central office and building administration. Projected enrollment for the upcoming school year, current staffing allocations, grade level sections, projected number of students exiting bilingual education and unique building needs were evaluated.

Over the last four years, administration has used both historical as well as current student enrollment data to determine future enrollment projections. This year, D15 also began tracking enrollment month-by-month in order to provide an even more accurate staff allocation forecast for future years.

Enrollment will continue to be monitored and adjustments will be made to staffing as enrollment at each school fluctuates between now and the start of the 2020-21 school year. The final staffing plan will be presented to the Board of Education in October.

The full presentation on enrollment and staffing projections can be viewed on the District's website.

**Gifted Committee Update**

The Board of Education received an update regarding the Academically Talented and Gifted Program. In the 2019-20 school year, two schools that house programs have experienced space constraints (Pleasant Hill and Central Road). To address this situation, the 3/4 gifted classroom at Pleasant Hill is reassigning students to the gifted classrooms located at Marion Jordan and Hunting Ridge.

Parents of students in the Pleasant Hill gifted class will have the option to continue with the program at these alternative sites or to remain at Pleasant Hill and return to a general education classroom. In the future, new students from Pleasant Hill that are eligible for the gifted program will be assigned to Marion Jordan. Central Road students in the gifted program will remain in the Central Road classes, but future students will be assigned to the gifted classroom at Winston Campus Elementary School. In both cases, bus transportation will be provided.

Furthermore, administrative reviews of the Academically Talented and Gifted program have identified three areas to review and address:

alignment with the District's other acceleration program, 2. disproportionality in the gifted program's student make-up, and 3. how the program can provide a broader reach to those students in need of enrichment.

1.

To support this review, D15 has contracted with a national consultant to help guide its efforts with this process. A joint committee of administrators and staff are also engaged in the review process. Parent input from families who participated in the program and families whose children were considered, but were not eligible, is also a planned part of the review.

The full presentation of the Gifted Committee Update can be viewed on the District's website.

**Bond Financing Options with Elizabeth Hennessey from Raymond James and Associates**

The Board of Education heard a presentation from financial advisor Elizabeth Hennessey regarding the district's bond financing options to fund ongoing facilities projects and overall building maintenance.

District 15 has nearly \$100 million in outstanding health & life safety work that must be completed over the next several years as part of the Illinois State Board of Education's HLS code guidelines.

Hennessey provided a market update, debt limit and outstanding debt summary for District 15 as well as financing options and schedule. It was noted that the Board will continue discussing financing options at future meetings.

The full presentation of the Gifted Committee Update can be viewed on the District's website.

**Acceptance of Minutes**

Mr. Smolka 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:

- March 11, 2020, 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 the legislature is shut down, but noteworthy items include at a federal level on March 27, 2020, the Care Act was passed, allotting the state 13.5 billion for K – 12 education, with 1.6 million coming to District 15. At a state level, already allocated funds remain stable, however next year's allotment and effect on the budget could be greatly impacted by the current unprecedented national health emergency (COVID-19).

**one-five FOUNDATION**

Mr. Smolka noted that the 50/50 Raffle went well, congratulations went out to the winner, and it is hoped to be repeated again next year. Additionally, the 2020 Go2Run for Education coordinators

announced that this year's event has been cancelled and is delayed until May 22, 2021, due to the mandates in place. However, as a reminder, the [2020 Fundraising Drive](#) will continue to raise funds for flexible seating in school libraries and ongoing support of Blessings in a Backpack. More information can be found on the one-five Foundation website.

### **Finance Committee**

Mr. Wang and Mrs. Hunt– Nothing to report

### **Equity Committee**

Mrs. Ader and Mr. Khan – Nothing to report

### **Approval of Reorganization of Human Resources Leadership: Directors for Certified and Classified**

Mr. Wang made a motion, seconded by Mr. Smolka, to approve the Reorganization of Human Resources Leadership: Directors for Certified and Classified, as recommended.

Roll Call Vote

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

Nays: None

The motion carried (7-0)

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

Mr. Wang made a motion, seconded by Mr. Khan, to approve the April 8, 2020, Personnel Report, including the following recommendation, as presented:

1. Recommendation for termination for Patricia Seligman

Roll Call Vote

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

Nays: None

Abstain: Annerino

The motion carried (6-0-1). A copy of the personnel report is contained in the official minutes.

### **Approval of Administrative Allocation Increase Request (Proposal D)**

Mrs. Ader made a motion, seconded by Mr. Khan, to approve the April 8, 2020, Administrative Allocation Increase Request (Proposal D: Instructional and CLR Coaches), at an estimated cost of \$239,796.00 (Paid from Title 1), as recommended.

Roll Call Vote

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

Nays: None

The motion carried (7-0).

### **Health Care Renewal: Approval of 2020-21 Medical/Dental/Vision Rates**

Mr. Smolka made a motion, seconded by Mr. Wang, to approve the recommended 2020-21 Medical/Dental/Vision rates, as presented.

Roll Call Vote

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

Nays: None

The motion carried (7-0).

### **Bid Award #20-014 School Carpeting and Resilient Flooring**

Mr. Annerino made a motion, seconded by Mrs. Ader, to award the contract for School Carpeting & Resilient Flooring (20-014) to Consolidated Flooring of Chicago (Addison, IL), for a total bid award of \$340,296.48, as presented.

Roll Call Vote

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

Nays: None

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

**Bid Rejection #20-015 Cafeteria Packaging**

Mr. Khan made a motion, seconded by Mr. Annerino, to reject and rebid Cafeteria Packaging (20-015), due to only one vendor who submitted an incomplete bid.

Roll Call Vote

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

Nays: None

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

**Bid Award #20-017 Pest Management Services**

Mrs. Ader made a motion, seconded by Mr. Annerino, to award a three-year contract for Pest Management Services (20-017) to Chem-Wise Ecological Pest Management (Rolling Meadows, IL), in the amount of \$26,460.00, as presented.

Roll Call Vote

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

Nays: None

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

**Bid Award #20-025 Non-Food Supplies**

Mr. Wang made a motion, seconded by Mrs. Ader, to award a one year contract for Non-Food Supplies (20-025) to Kohl Wholesale (Quincy, IL), in the amount of \$35,698.90, as presented.

Roll Call Vote

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

Nays: None

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

**Environmental Services**

Mr. Annerino made a motion, seconded by Mrs. Ader, to approve the Professional Services Agreement with United Analytical Services along with the corresponding Addendum, as presented.

Roll Call Vote

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

Nays: None

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

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

Mr. Khan 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 an additional 120 days, subject to the review and approval of the Board's legal counsel, and authorize the Superintendent or Board President to sign such amendment, and subject to the expansion of funds.

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 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.

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

Roll Call Vote

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

Nays: None

Motion carried (7-0).

Copies of consent calendar Items 2 – 6 are contained in the Official Minutes. Items 7 and 9 are on file in the Department of Business and Auxiliary Services. Item 8 is on file in the Administrative Services Department.

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. Skyward Renewal
8. Placement Recommendation: North Cook Young Adult Academy
9. 403(b) Plan and ASA Agreement with TSA Consulting Group
10. Destruction of Executive Session Audio Recordings

### **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. Smolka made a motion, seconded by Mr. Annerino, for adjournment of the meeting.

The motion carried unanimously, and the meeting adjourned at 9:36 p.m.

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Lisa Beth Szczupaj, President Board of Education

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Anthony Wang, Secretary Board of Education