

MINUTES of the Regular Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on June 14, 2017.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on June 14, 2017, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on June 8, 2017.

ROLL CALL

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

Board members physically present:

Frank J. Annerino	Barbara A. Kain
Zubair Khan	Michael Smolka
Lisa Beth Szczupaj	Anthony Wang

Board member(s) physically absent:

David Border entered the board meeting telephonically at 7:01 p.m.

Also present were Scott B. Thompson, Ed.D., superintendent of schools; Matthew J. Barbini, Ed.D., deputy 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, executive director for personnel and human services; June Becker, recording secretary; members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the students who participated in the Young Entrepreneurs Academy (YEA!) program.

STUDENT RECOGNITION—YOUNG ENTREPRENEURS ACADEMY (YEA!)

Matthew Barbini introduced Steve Gaus of the Palatine Chamber of Commerce who recognized the achievements of the students in the YEA! program.

STUDENT RECOGNITION—MATH KANGAROO

Meg Schnoor recognized the achievements of students in the Math Kangaroo program.

PRESENTATION—FY2018 TENTATIVE BUDGET

Mr. Adamczyk presented the FY2018 Tentative Budget for the 2017–18 fiscal year to the Board. He noted that the tentative budget provides for expenditures in excess of revenues of \$8,921,587.00. Excluding the Life Safety fund, the deficit was \$3,154,531.00. This was inclusive of the Frank C. Whiteley curtain wall replacement for \$1,638,065.00 and Life Safety projects of \$2,045,609.00 that are expenditures of the Capital Projects fund.

A public hearing on the proposed budget will be held at the beginning of the next regular Board of Education meeting scheduled for August 9, 2017. The FY2018 Tentative Budget will then be presented to the Board for adoption during its regular meeting scheduled for September 13, 2017.

REVIEW OF 5-YEAR FINANCIAL PROJECTIONS

Corey Bultemeier, Director of Fiscal Services/Assistant Chief School Business Official, presented a detailed Review of 5-Year Financial Projections through 2021/22. He noted that the forecast showed deficits of \$8,921,587.00 for 2017/18 and \$2,556,374.00 for 2018/19 school years. He stated that these deficits were due primarily to spending of the Life/Safety Bonds. However, the District then expects to return to excess revenues over expenditures starting with the 2019/20 school year.

Discussion included the increased number of teachers required for special programs and various district demographics. It was requested that more detailed information be made available regarding benefits (health care) increase percentages both to employees and district expenditures over the last seven years. The Educational Fund fluctuations (2020/21 and 2021/22) were primarily due to a high teacher retirement/replacement (56 teachers) ratio. The Transportation Fund (2017/18) surplus was attributed to state re-imbursements and timing of bus replacements. Both items will be updated as more funding becomes available from state and government entities, noting an updated/final presentation would be made in the fall. Dr. Thompson noted that this forecast puts the District in a healthy position financially.

### SUPERINTENDENT'S REPORT

- Parent Teacher Advisory Committee (PTAC) Overview and Recommendations  
Scott Thompson, introduced Matthew Barbini, to give the presentation with three members of the Committee (Kerry Wilson, Principal, Plum Grove Junior High School; Caitlyn W., Student; and Julie Reiser, Parent) of the Parent Teacher Advisory Committee. The presentation comprised of PTAC Membership, Senate Bill 100 overview and implementation, committee process, committee recommendations, and reflections. A question and answer period followed the presentation.  
Discussion included the number of out of school suspensions and expulsions prior to the implementation of SB100; update/revision of student behavior policies; and anonymity and peer pressure when reporting instances of bullying (citing Chromebook bully-reporting bookmarks); among others.

### READING AND ACCEPTANCE OF MINUTES

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

- May 9, 2017 Board of Education Special Meeting and Executive Session;
- May 10, 2017 Board of Education Regular Meeting; and
- May 23, 2017 Board of Education Regular Meeting—Retiree Recognition, as presented.

A roll call was held with the following results:

AYE: Annerino, Border, Kain, Khan, Smolka, Szczupaj, Wang  
NAY: None

The motion carried.

### ED-RED Council/Legislation

Mr. Annerino spoke with Karen Valadez, lobbyist in Springfield, regarding Senate Bill 1 (SB1), which in essence decides how funds get distributed among different districts, citing in particular the Chicago Public School System. He noted that it is likely the bill will be vetoed.

### one-five FOUNDATION

Mr. Annerino noted that there were no updates at this time.

### FINANCE COMMITTEE

Mr. Wang stated there was no report at this time and that the first Finance Committee meeting would be scheduled in September 2017.

### EQUITY COMMITTEE

Mr. Khan reported that a number of board members visited schools in the month of May and would like to make more visits and engage in dialogues with administrators and teachers before setting the first meeting date. In addition, the Board Retreat is scheduled for July 13, 2017, at which time an "Equity Goal" may be set by the Board for the upcoming year. The Committee is looking to schedule its first meeting in September 2017.

### SUPERINTENDENT'S COMMUNICATION

Dr. Thompson reported that Morgan Delack, Chief Communication Officer, would begin her role with the District on July 3, 2017. Recently, both Dr. Thompson and Dr. Barbini met with her to go over her initial responsibilities, which included: evaluating the District's social media needs, embarking upon a listening tour of schools, as well as creating a Strategic Plan for the Communications Department. The Superintendent's Communication Committee will convene its next meeting in September 2017.

### LUNCHROOM FOOD ALLERGY PROCEDURE

Mrs. Szczupaj stated an interest in the District looking at "benchmarking" school-based procedures for handling food allergies to ensure that the District's guidelines are enforced consistently. In addition, the benchmarking would seek out quality practices being used in schools that could be shared across the District. The Board agreed that the suggested investigation was something it would like to view.

CITIZENS ADDRESS THE BOARD

Dave Barnett, resident of Palatine, addressed the Board regarding the District's policies as they relate to students with life-threatening allergies.

Len Green, resident of Palatine, addressed the Board regarding governance and finance items.

Brent Larson, resident of Palatine, addressed the Board regarding the District's bullying policies.

Jessica Weir, resident of Palatine, addressed the Board regarding the reevaluation of District 15 boundaries.

Lisa Lucht, resident of Hoffman Estates, addressed the Board regarding all-day kindergarten.

PERSONNEL REPORT

Mr. Khan made a motion, seconded by Mr. Annerino, to approve the June 14, 2017, Personnel Report, as presented, including the following recommendation:

1. Recommendation for the termination of Novia Blaski.
2. Recommendation for the termination of Thomas McGuinn.
3. Recommendation for the termination of Tracy Sypura.

A roll call was held with the following results:

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

NAY: None

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

RATIFICATION OF THE THERAPISTS IN EDUCATION UNION (T.I.E.) CONTRACT 2016–2020

Mr. Smolka made a motion, seconded by Mr. Annerino, to approve the Ratification of the Therapists in Education (T.I.E.) Union Contract 2016–2020, as recommended.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of the contract is on file in the Personnel and Human Services Department.

RENEWAL—ILLINOIS ASSOCIATION OF SCHOOL BOARDS (IASB) ANNUAL DUES

Mr. Annerino made a motion, seconded by Mr. Khan, to approve the renewal of the District's membership in the Illinois Association of School Boards and the payment of annual dues in the amount of \$15,998.00, as recommended:

A roll call was held with the following results:

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

NAY: None

The motion carried.

BID AWARD—SUMMER LIFE SAFETY PROJECTS (17-005-BR2)

Mr. Khan made a motion, seconded by Mr. Wang, to award the curtain wall replacement contract for the 2017 Summer Life Safety – Bid Release 2 (17-005-BR2) Curtain Wall Re-Bid (Frank C. Whiteley School) to Alliance Glazing, Romeoville, IL, for a total bid award amount of \$1,309,600.00, as recommended.

A roll call was held with the following results:

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

NAY: None

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

BID AWARD—GLOBAL POSITIONING SYSTEM (GPS) VEHICLE TRACKING SYSTEM (17-022)

Mrs. Kain made a motion, seconded by Mr. Annerino, to award the contract for the Global Positioning System (GPS) Vehicle Tracking System Bid (17-022) to Tyler Technologies, Latman, NY, for a three-year contract. Year one at a cost of \$89,333.00; year two at a cost of \$46,928.00; and year three at a cost of \$48,805.00. The total cost to the District over three years to be \$185,066.00. The recommendation was based on low bid vendor meeting bid specifications.

A roll call was held with the following results:

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

NAY: None

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

**BID AWARD—FURTHER PROCESSED USDA COMMODITY FOODS AND COMMERCIAL EQUIVALENTS (17-023)**

Mr. Annerino made a motion, seconded by Mrs. Smolka, to award the contract for the Further Processed USDA Commodity Foods and Commercial Equivalents Bid (17-023), as recommended, to the following three (3) vendors:

1. Performance/Fox River Foods, Montgomery, IL	\$ 69,319.15
2. Kohl Warehouse, Quincy, IL	383,590.35
3. Gordon Food Service, Grand Rapids, MI	<u>13,047.95</u>
Total Bid Award Amount	\$ 465,957.45

A roll call was held with the following results:

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

NAY: None

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

**BID AWARD—CAFETERIA PACKAGING SUPPLIES (17-025)**

Mr. Smolka made a motion, seconded by Mrs. Kain, to award the contract for the Cafeteria Packaging Supplies Bid (17-025), as recommended, to the following two (2) vendors:

1. Edward Don, Woodridge, IL	\$ 38,484.00
2. Webco Packaging, Inc., Fort Wayne, IN	<u>29,903.15</u>
Total Bid Award Amount	\$ 63,387.15

A roll call was held with the following results:

AYE: Annerino, Border, Kain, 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—CUSTODIAL CLEANING EQUIPMENT (17-026)**

Mr. Border made a motion, seconded by Mr. Smolka, to award the contract for the Custodial Cleaning Equipment Bid (17-026), as recommended, to the following two (2) vendors:

1. Supplyworks, Lombard, IL	\$ 42,512.76
2. Warehouse Direct, Des Plaines, IL	<u>33,084.10</u>
Total Bid Award Amount	\$ 75,596.86

Recommendations were based on low bid vendors meeting bid specifications.

A roll call was held with the following results:

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

NAY: None

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

**BID AWARD—VISITOR MANAGEMENT SYSTEM (17-027)**

Mrs. Kain made a motion, seconded by Mr. Smolka, to award the contract for the Visitor Management System Bid (17-027) to Raptor Technologies, Houston, TX, for a total amount of \$33,000.00, as recommended. It was noted that while not the lowest bidder, Raptor Technologies had superior technical support and/or features compared to the two lowest bidders.

Discussion included how the Raptor Technologies System works in identifying and screening visitors to the schools. It was noted the system does a data system check of the visitor(s) and protects students by adding another layer of security by approving (or not) the entry of the individual. People can also be pre-approved for large group activities as to not inhibit their entry.

A roll call was held with the following results:

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

NAY: None

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

BID AWARD—CLASSROOM FURNITURE (17-028)

Mr. Khan made a motion, seconded by Mr. Smolka, to award the contract for the Classroom Furniture Bid (17-028), as recommended, to the following four (4) vendors:

1. Lowery, Wood Dale, IL	\$ 5,046.21
2. Virco, Conway, AR	26,037.88
3. Staples Business Advantage, Lombard, IL	14,823.79
4. Quill, Lincolnshire, IL	<u>1,823.90</u>
Total Bid Award Amount	\$ 47,731.78

Award recommendation was based on low bidder meeting bid specifications.

A roll call was held with the following results:

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

NAY: None

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

BID AWARD—PLAYGROUND EQUIPMENT AND INSTALLATION (17-029)

Mr. Annerino made a motion, seconded by Mr. Smolka, to award the contract for the Playground Equipment and Installation Bid (17-029) to Team REIL, Union, IL, for a total amount of \$96,725.00, as recommended. The total amount is for one (1) playground until installed for \$60,365.00, and twelve (12) new basketball hoops installed for \$36,360.00. The recommendation was based on low bid vendor meeting bid specifications.

A roll call was held with the following results:

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

NAY: None

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

REQUEST FOR QUOTATION AWARD—PILOT TOUCH SCREEN CHROMEBOOKS

Mr. Annerino made a motion, seconded by Mr. Smolka, to award the contract for the Pilot Touch Screen Chromebooks Bid to Riverside Technology, Inc., North Sioux City, SD, for the purchase of one hundred eighty (180) Lenovo N23 Yoga Touch Screen Chromebooks and Licensure, for a total amount of \$45,450.00, as recommended.

A roll call was held with the following results:

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

NAY: None

The motion carried. 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. Mr. Annerino requested that Item O. Resolution—Approval to Pay Certain Invoices Prior to Board Approval Upon Certification of the Superintendent Designee, be removed for separate discussion and vote.

Mr. Smolka made a motion, seconded by Mr. Annerino, for approval of the consent calendar, exclusive of Item O. Resolution—Approval to Pay Certain Invoices Prior to Board Approval Upon Certification of the Superintendent Designee, as presented.

A roll call was held with the following results:

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

NAY: None

The motion carried.

Copies of consent calendar Items A–H are contained in the Official Minutes. Item I is on file in the Data Services Department. Item J is on file in the Department of Instruction. Items K and L are on file in the Department of Student Services. Items M – N, and P – S, are on file in the Business Services Department. Items T and U are on file in the Department of Instruction.

- A. May 2017 Investment Report
- B. May 2017 Treasurer's Report
- C. May 2017 Report of Payroll Vouchers and Invoices
- D. April 2017 Activities Fund Report
- E. May 2017 Budget Report
- F. May 2017 Imprest Detail
- G. Disposal(s)

- H. School Breakfast and Lunch Prices 2017–18
- I. Purchase Requisition—Student Information System (Tyler SOS K12) Annual Support and Maintenance Agreement
- J. Purchase Requisition—Teacher Created Materials (TCM) Publishing (Keynote Speaker/On-site Full Day Coaching)
- K. Agreement for Professional Therapy Services—Assured Healthcare Staffing (Gail Saliba, Barbara Brown, Ashley Bushell, Maureen Anger, Linda Knight, Adrienne Fassino, Ellen Goldman Kanter)
- L. Agreement for Professional Therapy Services—Education Based Services (EBS) (Iyla Beth Margulius)
- M. Resolution—Authorizing Petty Cash Fund
- N. Resolution—Appointment of School Treasurer
- ~~O. Resolution—Approval to Pay Certain Invoices Prior to Board Approval Upon Certification of the Superintendent Designee~~
- P. Resolution—Designation of Depositories for School District Funds
- Q. Resolution—Establish Prevailing Rate of Wages
- R. Resolution—Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal board (PTAB)
- S. Recertification—Use of Temporary Facilities
- T. Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) Annual Renewal Subscription
- U. District Title I Plan
- V. Board of Education Policy—Second Reading
  - 1:20 School District Organization—District Organization, Operations, and Cooperative Agreements
  - 2:50 School Board—Board Member Term of Office
  - 2:80 School Board—Board Member Oath and Conduct
  - 2:100 School Board—Board Member Conflict of Interest
  - 2:110 School Board—Qualifications, Term, and Duties of Board Officers
  - 3:70 General School Administration—Succession of Authority
  - 4:15 Operational Services—Identity Protection
  - 4:130-E Operational Services—Exhibit – Free and Reduced-Price Food Services; Meal Charge Notification
  - 4:180 Operational Services—Pandemic Preparedness
  - 5:120 General Personnel—Employee Ethics; Conduct; and Conflict of Interest
  - 5:210 Professional Personnel—Resignations
  - 5:220-E Professional Personnel—Exhibit – Unsatisfactory Performance Report for Substitute Teachers
  - 5:230 Professional Personnel—Maintaining Student Discipline
  - 5:270-E Educational Support Personnel—Exhibit – Notice of Employment
  - 5:285 Educational Support Personnel—Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
  - 5:300 Educational Support Personnel—Schedules and Employment Year
  - 6:70 Instruction—Teaching About Religions
  - 7:100 Students—Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
  - 7:190-E2 Students—Exhibit – Student Handbook Checklist
- W. Destruction of Executive Session Audio Recordings—July/August 2015

CONSENT CALENDAR ITEM O. RESOLUTION—APPROVAL TO PAY CERTAIN INVOICES PRIOR TO BOARD APPROVAL UPON CERTIFICATION OF THE SUPERINTENDENT DESIGNEE

Mr. Smolka made a motion, seconded by Mr. Annerino, for approval of Consent Calendar Item O, Resolution—Approval to Pay Certain Invoices Prior to Board Approval Upon Certification of the Superintendent Designee, as presented.

Discussion included the purpose of this resolution due to the lack of a Board meeting during the month of July to pay certain invoices and bring them to the board for approval at the August 2017 Board of Education meeting.

A roll call was held with the following results:

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

NAY: None

The motion carried. A copy of Consent Calendar Item O is contained in the Official Minutes.

CORRESPONDENCE

Dr. Thompson reported that six (6) Freedom of Information Act requests were received last month.

It was also noted that a check was received by the District from the City of Rolling Meadows in the amount of \$958.00, for the payment of Impact Fees.

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 to adjourn carried unanimously, and the meeting adjourned at 9:26 p.m.

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Lisa Beth Szczupaj, President  
Board of Education

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Anthony Wang, Secretary  
Board of Education