

MINUTES of the Regular Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on June 15, 2016.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on Wednesday, June 15, 2016, at Joseph M. Kiszka Educational Service Center, 580 N. 1st Bank Drive, Palatine, Illinois. Board members were notified by bulletin delivered to their homes and/or sent electronically on June 9, 2016.

ROLL CALL

President Babcock called the regular meeting to order at 7:10 p.m.

Board members physically present:

Margaret (Peggy) Babcock	Gerald D. Chapman
James G. Ekeberg	David Gurion
Jessica C. Morrison	

Board member(s) physically absent:

Zubair Khan (entered the meeting at 7:13 p.m.)
David W. Seiffert

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

Dr. Thompson recognized the Math Kangaroo students who led the audience in the Pledge of Allegiance.

STUDENT RECOGNITION—MATH KANGAROO

Dr. Schnoor introduced the District 15 students who received top 20 national rankings in the XIX Math Kangaroo Competition, a popular international mathematics competition for students in Grades 1-12.

APPOINTMENT OF SECRETARY PRO TEMPORE

Dr. Ekeberg made a motion, seconded by Dr. Chapman, to nominate Jessica C. Morrison to serve as secretary pro tempore. A roll call was held with the following results:

AYE: Babcock, Chapman, Ekeberg, Gurion, Morrison
NAY: None

The motion carried.

CONDUCT A PUBLIC HEARING ON THE ADOPTION OF THE FY2016 AMENDED BUDGET

Call to Order

Dr. Ekeberg made a motion, seconded by Dr. Chapman, to open the public hearing on the Adoption of the FY2016 Amended Budget.

A roll call was held with the following results:

AYE: Chapman, Ekeberg, Gurion, Morrison, Babcock
NAY: None

The motion carried.

Board President Babcock announced that the public hearing on the Adoption of the FY2016 Amended Budget was now open. The hearing opened at 7:06 p.m.

Report

Mr. Adamczyk presented the Board an overview of the amended budget which included \$13.9 million of changes, all of which were related to the \$18.5 million of additional revenue the District received when it issued its first series of life safety bonds earlier in the year. The District had begun its life safety work earlier in the month. It was noted that the first \$2.7 million of construction project expenditures would come out of the FY2016 Budget. The District would also spend an additional \$1.9 million of fund balance reserves from its Debt Service Fund toward outstanding principal and interest payments. It was further noted that the District utilized existing fund reserves to reduce the total amount of borrowing needed to complete the life safety projects.

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

Public Comment

Mrs. Babcock asked if anyone wished to comment on or had any questions related to the Adoption of the FY2016 Amended Budget. No one responded.

Adjourn Public Hearing

Dr. Chapman made a motion, seconded by Dr. Ekeberg, to adjourn the public hearing on the Adoption of the FY2016 Amended Budget.

A roll call was held with the following results:

AYE: Ekeberg, Gurion, Morrison, Babcock, Chapman

NAY: None

The motion carried. The public hearing was closed at 7:08 p.m.

PRESENTATION—FY2017 TENTATIVE BUDGET

Mr. Adamczyk presented the FY2017 Tentative Budget. He stated that, excluding the Health Life Safety Fund, the budget proposal outlined approximately \$150.5 million in operating fund revenues and \$150.4 million of operating fund expenditures, resulting in a projected \$64,724 surplus. The proposed budget would increase the District's June 30, 2017, fund balance to approximately \$64.8 million, or 39 percent of the District's budget.

During his presentation, Mr. Adamczyk addressed the potential impact the state's budget impasse could have on the District's spending plan, which currently projects no changes in state funding levels. He also noted that, unlike many school districts, District 15's financial standing was strong enough that it could use its cash reserves to continue operating next year if the state's budget impasse continues and school districts did not receive funding from the state.

Mr. Adamczyk also noted that the District currently has twenty-one (21) unfilled teaching positions for next year, but none of them are new to the budget. Still, due to enrollment changes that typically occur over the summer, the District would not be able to finalize its certified staff count and that number's impact on the budget until September 2016. Final staffing levels for program assistants also would not be known until mid-October, when the District has a clearer picture of how many students qualify for its reading intervention, bilingual, regular education, and special education programs.

The budget also included \$1.9 million of capital projects funding that was unrelated to the District's life safety projects, and \$267,819 of one-time expenditures for a new maintenance truck, refrigerated delivery truck, and service truck.

A public hearing on the proposed budget will be held at the beginning of the next regular Board of Education meeting in August 2016. The FY2017 Tentative Budget will then be presented to the Board for adoption during its regular meeting in September 2016.

Zubair Khan (entered the meeting at 7:13 p.m.)

REVIEW OF 5-YEAR FINANCIAL PROJECTIONS

Mr. Adamczyk presented an updated five-year forecast that indicated the District would run deficits of approximately \$6.3 million in 2016–17 and \$9 million in 2017–18. Those deficits were due to the District's life safety projects. The \$18.5 million of life safety bonds issued this year were recorded as additional revenue in the Amended FY2016 Budget, but the great majority of those funds (as well as the funds from the \$9 million bond issuance planned for next year) will be spent as part of the FY2017 and FY2018 budgets. Excluding those expenses on life safety projects, the District's revenues are projected to exceed its expenditures in each of these years, just as they are projected to do through the final three years of the forecast. These small budget surpluses, which are projected to top out at about \$1.3 million in 2020–21, are expected to preserve healthy fund balances in the range of 35 percent of the District's operating expenses, approximately \$56 million, over the course of the next five years.

Dr. Thompson noted that the projections account for all of the provisions in the new Classroom Teachers' Contract, which is projected to increase annual costs associated with teacher compensation to less than 1 percent over the agreement's 10-year term. He said those costs amount to around 60 percent of the District's budget, and that locking them in for a decade makes proactive, long-term financial planning of this sort easier and more effective.

During his presentation, Mr. Adamczyk also detailed how the District managed to maintain a strong financial standing over the previous five-year period, despite a number of significant financial challenges. For instance, the District had lost nearly \$13.9 million in general state aid and transportation revenue due to the state not fully funding reimbursements since 2011. Also, its annual investment income, which stood at \$2.4 million before the economy crashed in 2008, has averaged just around \$158,000 a year for the past five years. Nonetheless, over that time, the District has come in no less than \$1,161,559 under budget, and its ending fund balances exceeded projections and fell no lower than \$55 million.

SUPERINTENDENT'S REPORT

- **Successes and Highlights from the 2015–16 School Year**

Dr. Thompson shared with the Board the list of accomplishments from the 2015–16 school year published in the June 2016 issue of Connections, a publication that can be accessed on the District's website. He said the Board and public should be reminded of the important work that was accomplished this past school year, generated by the Board's leadership, and the positive impact that work had on students and the community.

- **Facilities Plan Committee Proposal Update**

Dr. Thompson reported that officials from District 15 and Palatine Park District were scheduled to meet on June 22, 2016, to further explore the possibility of a joint usage agreement for the Falcon Park Recreation Center. The proposed agreement would include the construction of an elementary school in northeast Palatine attached to the existing building.

- **Public Relations Committee**

Dr. Thompson reported that he plans to create a committee to focus on public relations, and that Board members Jessica Morrison and Zubair Khan have expressed interest in representing the Board on that committee. He said he intends to invite Jeffery Arnett, Assistant Superintendent for Operations and Outreach for Barrington Community Unit School District 220, to share with the committee ideas that can help the District create a top-notch public relations department.

READING AND ACCEPTANCE OF MINUTES

Dr. Chapman requested that the minutes from the May 25, 2016, Board meetings be considered and voted upon separately.

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

- May 11, 2016, Organizational and Regular Board of Education Meetings, as presented.

A roll call was held with the following results:

AYE: Ekeberg, Gurion, Khan, Morrison, Babcock

NAY: None

ABSTAIN: Chapman

The motion carried.

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

- May 25, 2016, Regular Board of Education Meeting—Retiree Recognition, as revised.
- May 25, 2016, Special Board of Education Meeting and Executive Session, as presented.

A roll call was held with the following results:

AYE: Gurion, Khan, Morrison, Babcock, Chapman, Ekeberg

NAY: None

The motion carried.

ED-RED COUNCIL/LEGISLATION

Dr. Chapman provided an update on the state budget and related K–12 education items. It was noted that for the second consecutive summer, the Illinois General Assembly would be in “continuous session” as lawmakers search for a budget. House Speaker Michael Madigan had announced that the House would be meeting each Wednesday in June to keep working on a FY2017 Budget. Governor Bruce Rauner responded by calling for a “stop-gap” six-month budget to keep state government operating and assure school districts that funding would be available to open schools in the fall. That plan was rejected by the Democrat majorities. Ultimately, the legislature once more adjourned without approving a budget for the coming fiscal year.

DISTRICT FIFTEEN EDUCATIONAL FOUNDATION

Mrs. Babcock announced the eighth-grade graduates that were awarded the District Fifteen Educational Foundation's Keep Music Strong Scholarships. It was noted that these \$150 scholarships are funded each year by Dr. Gerry Aylward, a local orthodontist and multi-talented musician, to provide instruments and/or music lessons for a student at each of the District's junior highs. The 2015–16 recipients of the Keep Music Strong Scholarships are as follows: Esmeralda A. from Carl Sandburg Junior High; Danielle F. from Plum Grove Junior High; McKenzie M. from Winston Campus Junior High; and Holden M. from Walter R. Sundling Junior High.

COMMITTEE APPOINTMENTS

Mrs. Babcock announced the following committee appointments:

District Fifteen Educational Foundation: David W. Seiffert
 ED-RED: Gerald D. Chapman
 Illinois Association of School Boards (IASB) Governing Board: James G. Ekeberg
 Superintendent's Public Relations Committee: Jessica Morrison/Zubair Khan
 Facilities Study/Life Safety: James G. Ekeberg/Gerald D. Chapman

BOARD POLICY—FIRST READING

Dr. Barbini reviewed the following board policy up for initial review with the Board:

2:220 *Board of Education—Board of Education Procedure*
 No further changes were noted.

The Board was advised that any concerns regarding this policy could be addressed prior to second reading. Unless otherwise noted the above policies would be updated and brought back for second reading at the August 2016, Board of Education meeting.

CITIZENS ADDRESS THE BOARD

Becky Booth addressed the Board regarding the Board of Education message to the District 15 Community.
 Jane Van Wolvelear addressed the Board regarding the importance of community dialog.

PERSONNEL REPORT

Dr. Ekeberg made a motion, seconded by Dr. Chapman, to approve the June 15, 2016, Personnel Report, as revised, including the following recommendations:

1. Recommendation for discipline: one (1) day unpaid suspension for Grace Pacsolini.
2. Recommendation for discipline: four (4) day unpaid suspension for Maria Marquez.
3. Recommendation for termination: Jose Rodriquez, job abandonment.

A roll call was held with the following results:

AYE: Gurion, Khan, Morrison, Babcock, Chapman, Ekeberg
 NAY: None

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

ADOPTION OF THE FY2016 AMENDED BUDGET

Mr. Khan made a motion, seconded by Dr. Ekeberg, to approve the Adoption of the FY2016 Amended Budget, as presented.

A roll call was held with the following results:

AYE: Khan, Morrison, Seiffert, Gurion, Babcock, Ekeberg
 NAY: None

The motion carried. A copy of the FY2016 Amended Budget is on file in the Department of Business and Auxiliary Services. A copy of the School District Budget Form is contained in the Official Minutes.

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

Mr. Gurion made a motion, seconded by Dr. Ekeberg, to approve the renewal of the District's membership in the Illinois Association of School Boards (IASB) for 2016–17, at a cost of \$15,698.00, as presented.

A roll call was held with the following results:

AYE: Morrison, Babcock, Chapman, Ekeberg, Gurion, Khan
 NAY: None

The motion carried.

BID AWARD—GENERAL OFFICE, PAPER & ART SUPPLIES (16-019)

Dr. Chapman made a motion, seconded by Dr. Ekeberg, to award the contracts for the General Office, Paper and Art Supplies Bid (16-019), as follows:

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|----|--|--------------|
| 1. | Discount School Supply, Monterrey, CA | \$ 6,940.00 |
| 2. | Midland Paper, Wheeling, IL | \$ 14,003.20 |
| 3. | National Art & School Supplies, Rahway, NJ | \$ 3,633.60 |
| 4. | Office Depot, Boca Raton, FL | \$ 4,470.00 |
| 5. | Pyramid School Products, Tampa, FL | \$ 21,778.88 |
| 6. | School Specialty, Lancaster, PA | \$ 1,613.60 |
| 7. | Standard Stationary Supply Co., Wheeling, IL | \$ 7,886.40 |

for a total bid award amount of \$60,325.68, as recommended. Recommendations are based on low bid vendors meeting specifications. It is noted that the Alternate Bid was rejected because the proposed catalog discounts could not be verified as equivalent items from each vendor.

A roll call was held with the following results:

- AYE: Babcock, Chapman, Ekeberg, Gurion, Khan, Morrison
- 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 (16-021)

Mr. Khan made a motion, seconded by Dr. Ekeberg, to award the contracts for the Classroom Furniture Bid (16-021), as follows:

- 1. Midwest Educational Furnishings, Inc.,
Prospect Heights, IL \$ 4,059.26
- 2. Today’s Classroom, Canton, OH \$ 17,462.73
- 3. Virco Manufacturing, Torrance, CA \$ 17,565.68

for a total bid award amount of \$39,087.67, as recommended. Recommendations are based on low bid meeting specifications. It is noted that no bids were received for eleven items on the classroom furniture bid, these items were re-bid as Bid 16-030.

A roll call was held with the following results:

- AYE: Babcock, Chapman, Ekeberg, Gurion, Khan, Morrison
- NAY: None

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

REQUEST FOR PROPOSAL—FURTHER PROCESSED USDA COMMODITY FOODS AND COMMERCIAL EQUIVALENTS (16-023)

Dr. Ekeberg made a motion, seconded by Mr. Khan, to award the contracts for the Further Processed USDA Commodity Foods and Commercial Equivalents Bid (16-023), as follows:

- 1. Performance/Fox River Foods,
Montgomery, IL \$194,533.35
- 2. Kohl Wholesale, Quincy, IL \$220,894.45
- 3. Gordon Food Service, Grand Rapids, MI \$ 30,397.30

for a total bid award amount of \$445,825.10, as recommended.

A roll call was held with the following results:

- AYE: Chapman, Ekeberg, Gurion, Khan, Morrison, Babcock
- 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 (16-026)

Mr. Gurion made a motion, seconded by Dr. Ekeberg, to award the contracts for the Custodial Cleaning Equipment Bid (16-026), as follows:

- 1. Metro Professional Products, Des Plaines, IL \$ 22,387.70
- 2. Supplyworks IBI, Lombard, IL \$ 42,935.00

for a total bid award amount of \$65,322.70, as recommended. Recommendations are based on low bid vendors meeting bid specifications.

A roll call was held with the following results:

- AYE: Ekeberg, Gurion, Khan, Morrison, Babcock, Chapman
- NAY: None

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

REQUEST FOR PROPOSAL—CASEWORK/CLASSROOM CABINETS (16-027)

Dr. Chapman made a motion, seconded by Dr. Ekeberg, to award the contract for the Casework: Classroom Cabinets Bid (16-027) to Techline America, Teutopolis, IL, for a total bid award amount of \$31,202.00, as recommended. The recommendation is based on low bid meeting specifications.

A roll call was held with the following results:

- AYE: Gurion, Khan, Morrison, Babcock, Chapman, Ekeberg
- NAY: None

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

BID AWARD—TONER CARTRIDGES (16-028)

Mr. Khan made a motion, seconded by Dr. Ekeberg, to award the contracts for the Toner Cartridges Bid (16-028), as follows:

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|--|-------------|
| 1. LD Products, Long Beach, CA | \$ 7,068.10 |
| 2. Supplies Hotline Corp., Bethlehem, PA | \$ 4,665.00 |
| 3. Star Image Supply, New York, NY | \$ 1,470.00 |
| 4. Think Printing Supplies, Crystal Lake, IL | \$ 3,624.40 |

for a total bid award amount of \$16,827.50, as recommended. Recommendations are based on low bid vendors meeting bid specifications. It is noted that the Alternate Bid Items are not needed at this time.

A roll call was held with the following results:

AYE: Khan, Morrison, Babcock, Chapman, Ekeberg, Gurion

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 (16-029)

Dr. Ekeberg made a motion, seconded by Mr. Gurion, to award the contract for the Cafeteria Packaging Supplies Bid (16-029), as follows:

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|---|--------------|
| 1. North American Corporation, Glenview, IL | \$ 24,074.00 |
| 2. Webco Packaging, Inc., Fort Wayne, IN | \$ 37,967.75 |

for a total bid award amount of \$62,041.75, as recommended. It is noted that these were the sole bidders on the specific products.

A roll call was held with the following results:

AYE: Morrison, Babcock, Chapman, Ekeberg, Gurion, 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—CLASSROOM FURNITURE (16-030)

Mr. Khan made a motion, seconded by Dr. Ekeberg, to award the contract for the Classroom Furniture Bid (16-030) to Frank Cooney Company, Wood Dale, IL, for a total bid award amount of \$18,237.70. The recommendation is based on low bid meeting specifications.

A roll call was held with the following results:

AYE: Babcock, Chapman, Gurion, Ekeberg, Khan, Morrison

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. Babcock presented the consent calendar and asked if any Board member wished to have any items removed for separate consideration and vote. No item was removed.

Mr. Gurion made a motion, seconded by Dr. Ekeberg, for approval of the consent calendar, as presented.

A roll call was held with the following results:

AYE: Babcock, Chapman, Ekeberg, Gurion, Khan, Morrison

NAY: None

The motion carried.

Copies of consent calendar Items A–E are contained in the Official Minutes. Items G, H, Q, and S are on file in the Department of Business and Auxiliary Services. Item J is on file in the Administrative Services Department. Items K–P, R, and T–V are contained in the Official Minutes. Items W – HH are on file in the Department of Student Services.

- A. May 2016 Investment Report
- B. May 2016 Treasurer's Report
- C. May 2016 Report of Payroll Vouchers and Invoices
- D. April 2016 Activities Fund Report
- E. May 2016 Budget Report
- F. Destruction of Executive Session Audio Recordings—August 2014
- G. Gilbane Change Order
- H. Worker Compensation Settlement

- I. Board of Education Policy—Second Reading
 - 7:190 Students—Student Behavior
 - 7:200 Students—Suspension Procedures
 - 7:210 Students—Expulsion Procedures
 - 7:220 Students—Bus Conduct
 - 7:230 Students—Gross Disobedience or Misconduct by Students with Disabilities
- J. Purchase Requisition—Student Information System (Tyler SIS K12) Annual Support and Maintenance Agreement
- K. Resolution—Authorizing Petty Cash Fund for FY2016
- L. Resolution—Appointment of School Treasurer
- M. Resolution—Approval to Pay Certain Invoices Prior to Board Approval Upon Certification of the Superintendent Designee
- N. Resolution—Designation of Depositories for School District Funds
- O. Resolution—Establish Prevailing Rate of Wages 2016–2017
- P. Resolution—Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal Board
- Q. Recertification—Approval for Use of New Temporary Facilities
- R. 2016–17 School Meal Prices Approval
- S. Mid-West Environmental Consulting Services, Inc. Agreement
- T. License Agreement with Village of Palatine and Palatine Park District
- U. Resolution—Mental Health Exemption
- V. Reciprocal Agreements—Palatine, Rolling Meadows, Hoffman Estates, and Salt Creek Park Districts
- W. Agreement for Professional Therapy Services—Supplemental Health Care (Brittany McEllen)
- X. Agreement for Professional Therapy Services—Invo Health Care Associates, LLC (Angela D. Martinez)
- Y. Agreement for Professional Therapy Services—(Susan R. Lutostanski)
- Z. Agreement for Professional Therapy Services—Maya Services, Inc. (Anagha Mandar Dewoolkar)
- AA. Nonpublic Facility Placement Contract—Childbridge Center for Education, Intensive
- BB. Nonpublic Facility Placement Contract—Classroom Connections (2)
- CC. Nonpublic Facility Placement Contract—The Cove School (3)
- DD. Nonpublic Facility Placement Contract—Joseph Academy
- EE. Nonpublic Facility Placement Contract—Keshet Day School
- FF. Nonpublic Facility Placement Contract—Laureate Day School
- GG. Nonpublic Facility Placement Contract—Misericordia School
- HH. Nonpublic Facility Placement Contract—Marklund Day School

CORRESPONDENCE

Dr. Thompson reported that ten (10) Freedom of Information Act requests were received last month.

It was also noted that a check was received by the District from the Village of Hoffman Estates in the amount of \$161,226.14 for the payment of Impact Fees.

ADJOURNMENT

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

The motion to adjourn carried unanimously, and the meeting adjourned at 8:10 p.m.

Margaret (Peggy) Babcock, President
Board of Education

Jessica C. Morrison, Secretary Pro Tempore
Board of Education