

MINUTES of the Regular Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on September 9, 2015.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on Wednesday, September 9, 2015, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin delivered to their homes and/or sent electronically on September 4, 2015.

ROLL CALL

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

Board members physically present:

Margaret (Peggy) Babcock	Gerald D. Chapman
James G. Ekeberg	Zubair Khan
Jessica C. Morrison	David W. Seiffert
Manjula Sriram	

Board member(s) physically absent:

None

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; and members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE

Gray M. Sanborn Elementary School Principal Jeff Brown and students led the audience in the Pledge of Allegiance.

RECOMMENDATION FOR FINANCIAL ADVISOR

Mr. Adamczyk presented the Board with a proposal from William Blair & Company, LLC, to serve as the District's financial advisor for the issuance of life safety bonds. Their fee is \$1.50 per \$1,000 par amount of bonds sold, which equals \$30,000 for a \$20 million bond sale. Similarly, they would receive no fee if no bonds are issued.

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

STUDENT ENROLLMENT UPDATE

Dr. Barbini reported that the District's enrollment has decreased by 23 students compared to October 1<sup>st</sup> last year. As of August 28, 2015, the District had 11,974 students enrolled in Grades K-8, and 177 students in the early childhood program at John G. Conyers Learning Academy. He noted that the District's budget was built on the assumption that it would employ the equivalent of 889.67 full-time teachers this year, and at the time of this report, the number stood at 890.67, just one teacher in excess of the projected number.

During his report, Dr. Barbini also outlined general education class sizes in relation to Board targets. Kindergarten had an average of 20.2 students (target 20); primary classes averaged 23.9 (target 24); intermediate classes averaged 24.8 (target 26); and junior high classes averaged 26.17 (target 28). Per the state, the average enrollment in bilingual classes cannot exceed 90 percent of District's regular education class sizes, and this year the bilingual kindergarten classes averaged 17.1 students (bilingual target 18); bilingual multi-age first- and second-grade classes averaged 18.9 (bilingual target 21.6); and bilingual third-grade classes averaged 19 students (bilingual target 21.6).

Although class size averages are on target, a total of eight elementary classes (four of them gifted sections) had 30 or more students. Dr. Barbini noted that, when buildings are confronted by large class sizes at a grade level, the building's administration works in conjunction with staff to provide additional assistance to those classrooms, frequently in the form of additional program assistant hours or additional resource teaching time.

SUMMER CONSTRUCTION PROJECTS UPDATE

Jan Taniguchi, Principal Partner for STR Partners, the District's architect of record, reported that the District completed two primary construction efforts this summer. One was a series of life safety projects that replaced galvanized pipes at Plum Grove Junior High, Gray M. Sanborn School, and Lincoln School. The other was another series of life safety projects that replaced fire alarms at Thomas Jefferson School, Gray M. Sanborn School, Frank C. Whiteley School, Marion Jordan School, and Pleasant Hill School.

Mr. Taniguchi said the fire alarm project went very smoothly, but that the pipe replacement process was more challenging because it required demolition of walls, abatement of asbestos, and installation of new fixtures in addition to the replacement of the pipes. Nonetheless, all of the summer's construction efforts were sufficiently completed in time to allow all of these schools to welcome students on the first day of classes, reported Mr. Taniguchi.

**TWO-WAY COMMUNICATION SOFTWARE PILOT**

Dr. Thompson explained to the Board the first step he would take to meet the 2015-16 Annual Board Goal related to increasing two-way communication opportunities for District 15's stakeholders. He reported that the District was set to begin an eight-month trial of the Let's Talk! software produced by K12 Insight, an educational communications company.

The Let's Talk! software would allow any stakeholder the ability to engage with any member of the District 15 community. A Let's Talk! icon would be embedded on every District 15 webpage, and, when clicked, this feature would instantly offer the user an avenue for questions or comments. Let's Talk! aims to facilitate authentic communication, including reading, reflection, and prompt response to stakeholder input. It is designed to ease that process by organizing feedback and ensuring follow-up by the appropriate staff member. An intuitive "dashboard" manages access and displays common themes, average staff response times, and user satisfaction, turning every interaction into an opportunity for progress.

Dr. Thompson said the District will use this eight-month trial to pilot the program and evaluate its impact on two-way communication between the District's stakeholders. It was noted that at the end of the pilot, he would provide a report to the Board and a recommendation on whether to continue using this service.

**SUPERINTENDENT'S REPORT****Luke Hardt Recognition**

Dr. Thompson presented the District's "Above and Beyond Award" to Luke Hardt, the District's Maintenance Supervisor. Mr. Hardt has worked in the District for 25 years, all twenty-five in his current position, and this past summer he deftly saw to his own responsibilities while also covering many of the duties normally met by Craig Phillips, the District's Manager of Environmental Services, as Mr. Phillips was on leave for a large part of the summer.

**READING AND ACCEPTANCE OF MINUTES**

Dr. Chapman 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:

- August 12, 2015, Regular Board of Education Meeting, as amended (noting the vote of Board Member Sriram on the Extracurricular Soccer Program Expansion, to be recorded as 'aye.');
- August 24, 2015, Special Board of Education Meeting and its respective Executive Session; as presented.

A roll call was held with the following results:

AYE: Khan, Morrison, Seiffert, Sriram, Babcock, Chapman, Ekeberg

NAY: None

The motion carried.

**ED-RED COUNCIL/LEGISLATION**

Dr. Chapman reported that the state had still not reached a budget resolution, and that local legislators suggest the District will likely face a property tax freeze and a change to the state's funding formula for education in the near future.

**DISTRICT FIFTEEN EDUCATIONAL FOUNDATION**

Mr. Seiffert reported that the Foundation had a flower sale scheduled for the weekend of September 12-13, 2015, and that they were also planning a volleyball tournament for District 15 staff this fall.

**CITIZENS ADDRESS THE BOARD**

No citizens addressed the Board at this meeting.

**PERSONNEL REPORT**

Mr. Seiffert made a motion, seconded by Dr. Ekeberg, to approve the September 9, 2015, Personnel Report, as presented, including the following recommendation:

1. Recommendation for the termination of Luis Ardon.
2. Recommendation for the termination of Fabiola Lowe.
3. Recommendation for the approval of a seven (7) day unpaid suspension for Mark Stella.

A roll call was held with the following results:

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

NAY: Sriram

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

ADOPTION OF THE 2015–16 BUDGET

Mr. Adamczyk, SFO, chief school business official, first presented the budget for consideration at the Board's June 17, 2015, meeting. The Board reviewed it again and conducted a public hearing on the revised proposal during its August 12, 2015, meeting. The final budget plan under consideration by the Board included roughly \$1.4 million of cost savings that Dr. Thompson outlined during the August 12, 2015, meeting. Those savings cut the District's projected deficit roughly in half, and were realized primarily by leasing technology that the District had planned to purchase, and by reducing the District's supplies and purchased services funds by 5 percent across-the-board.

The budget included \$3.35 million of capital projects funding, and \$1.5 million of expenditures related to the District's new math curriculum adoption. Without those one-time expenses, the budget would be balanced, noted Dr. Thompson.

Dr. Ekeberg made a motion, seconded by Ms. Sriram, to approve the Adoption of the 2015–16 Budget, as presented. A roll call was held with the following results:

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

NAY: Sriram

The motion carried. A copy of the complete budget is on file in the Department of Business and Auxiliary Services. A copy of the 2015–16 School District Budget Form is contained in the Official Minutes.

APPROVAL OF WILLIAM BLAIR AS FINANCIAL ADVISOR

Mr. Khan made a motion, seconded by Ms. Sriram, to approve the acceptance of the William Blair Financial Advisory Agreement, dated September 8, 2015, as recommended. It was noted that if bonds are not issue, money is not expended.

A roll call was held with the following results:

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

NAY: Sriram

The motion carried.

APPROVAL OF 2015–16 BOARD OF EDUCATION ANNUAL BOARD GOALS

Dr. Chapman made a motion, seconded by Ms. Sriram, to approve the CCSD 15 Board of Education Annual Goals (2015–16), as recommended.

A roll call was held with the following results:

AYE: Khan, Morrison, Seiffert, Sriram, Babcock, Chapman, Ekeberg

NAY: None

The motion carried.

AGREEMENT WITH ST. PAUL UNITED CHURCH OF CHRIST (PARKING LOT)

Ms. Sriram made a motion, seconded by Dr. Chapman, to accept the Agreement for the Replacement of Parking Lot Located at 1 North Oak Street, Palatine, IL Between St. Paul United Church of Christ, the Palatine Park District, the Community Consolidated School District No. 15, and the Palatine Historical Society, subject to attorney review and approval.

A roll call was held with the following results:

AYE: Morrison, Seiffert, Sriram, Babcock, Chapman, Ekeberg, Khan

NAY: None

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

BID AWARD—ROCK SALT AND TRIPLE MELT (16-002)

Dr. Ekeberg made a motion, seconded by Mrs. Morrison, to award the contract for the Rock Salt and Triple Melt Bid (16-002), to Conserv FS, Wauconda, IL, for a total bid award of \$46,000.00, as recommended. The recommendation was based on bid vendor meeting specifications and being able to supply both the rock salt and the bag salt.

A roll call was held with the following results:

AYE: Seiffert, Sriram, Babcock, Chapman, 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.

APPROVAL OF SETTLEMENT AGREEMENT AND GENERAL RELEASE—WONG V. BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 15 ET AL

Dr. Thompson recommended that the Board approve the Settlement Agreement and General Release with Elizabeth Wong, the significant terms of which included: a mutual release of claims, a non-disparagement clause, a confidentiality clause to the extent permitted by law, no reemployment of Ms. Wong by the Board, the rescission of Ms. Wong's non-renewal and acceptance of her resignation, and Ms. Wong's ability to use certain letters of reference. As part of the settlement agreement, Ms. Wong has agreed to voluntarily dismiss the pending suits filed by Ms. Wong against the Board, as well as four individual defendants. The settlement agreement also includes a monetary payment of \$260,000 to Ms. Wong, which will be paid entirely by the District's insurer.

Dr. Chapman made a motion, seconded by Mr. Seiffert, to approve the aforementioned settlement agreement and general release, as presented.

A roll call was held with the following results:

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

NAY: None

ABSTAIN: Sriram recused herself.

The motion carried.

RESCISSION OF THE BOARD'S ACTION OF APRIL 22, 2011, TO NON-RENEW THE EMPLOYMENT CONTRACT OF ELIZABETH WONG AND ACCEPTANCE OF ELIZABETH WONG'S RESIGNATION EFFECTIVE JUNE 30, 2011, AS PART OF A SETTLEMENT AGREEMENT

Dr. Thompson recommended that the Board rescind the Board's action of April 22, 2011, to non-renew the employment contract of Elizabeth Wong and to accept Elizabeth Wong's resignation effective June 30, 2011, as part of a settlement agreement.

Mr. Seiffert made a motion, seconded by Dr. Chapman, to rescind the Board's action of April 22, 2011, to non-renew the employment contract of Elizabeth Wong and to accept Elizabeth Wong's resignation effective June 30, 2011, as part of a settlement agreement.

A roll call was held with the following results:

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

NAY: None

ABSTAIN: Sriram recused herself.

The motion carried.

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 items were removed.

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

Discussion included information regarding Chromebook security policy.

A roll call was held with the following results:

AYE: Chapman, Ekeberg, Khan, Morrison, Seiffert, Sriram, Babcock

NAY: None

The motion carried.

Copies of consent calendar Items A–F are contained in the Official Minutes. Items G, H, and M are on file in the Department of Business and Auxiliary Services. Items I and J are on file in the Department of Student Services. Items K and L are on file in the Department of Instruction. Item N is on file in the Department of Technology. Items O and P are on file in the Department of Personnel and Human Services.

- A. August 2015 Investment Report
- B. July 2015 Treasurer's Report
- C. August 2015 Report of Payroll Vouchers and Invoices
- D. July 2015 Activities Fund Report
- E. July/August 2015 Budget Report
- F. August 2015 Imprest Detail
- G. Disposal(s) of District Property
- H. Change Order to Asbestos Contract
- I. Agreement for Professional Therapy Services—INVO Healthcare Associates, LLC (Deborah Lyn Erdmann)

- J. Agreement for Professional Therapy Services—Cumberland Therapy Services, LLC (Desiree Herrera, RN)
- K. Renewal of AIMSweb License (NCS Pearson)
- L. Preapproval of Consultant Fees (Colleen Mullins)
- M. Workman’s Compensation Settlement
- N. Chromebook Pilot
- O. Application for Recognition of Public Schools 2015–16
- P. Administrator and Teacher Salary and Benefits Report 2014–15
- Q. Destruction of Executive Session Audio Recordings—November 2013

CORRESPONDENCE

Dr. Thompson reported that three (3) Freedom of Information Act requests were handled during the past month.

ADJOURNMENT

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

The motion to adjourn carried unanimously, and the meeting adjourned at 7:52 p.m.

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Margaret (Peggy) Babcock, President  
Board of Education

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David W. Seiffert, Secretary  
Board of Education