

MINUTES of the Regular Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on September 12, 2018.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on September 12, 2018, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on September 7, 2018.

ROLL CALL

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

Board members physically present:

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

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, assistant superintendent for personnel and human services; Morgan Delack, chief communication officer; June Becker, recording secretary; members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE—LAKE LOUISE ELEMENTARY SCHOOL

Jennifer Seoane, principal, Lake Louise Elementary School and students led the Board of Education in reciting the Pledge of Allegiance. The students selected to lead the pledge were also recognized for their outstanding efforts as part of the Lake Louise Student Council. In addition, two students who are members of "The Respectables" were recognized for their leadership contributions to the school as well.

Mrs. Szczupaj communicated the tragic loss of one of the District's fine educators, kindergarten teacher, Carol Barry. She had been at Stuart R. Paddock Elementary School for 18 years. She previously taught at Will Bend and Central Road Elementary Schools. She will be missed tremendously by the entire district.

STUDENT ENROLLMENT UPDATE

Dr. Barbini provided an update on student enrollment in the district. According to the most current data presented to the board, District 15's enrollment continues to decline in the 2018-19 school year. Over the last five years, the district has lost about 80 students per year. As of September 4, 2018, the District had 11,767 students enrolled in grades kindergarten through eighth grade, and 12,316 students in grades PreK-8.

He noted that enrollment would likely fluctuate from this point in time until the district submits enrollment data at the end of September to the Illinois State Board of Education (ISBE) to fulfill its annual yearly requirement. Although enrollment is declining district-wide, there are several schools where enrollment continues to rise each year: Plum Grove, Hunting Ridge, Willow Bend, and Pleasant Hill, putting these buildings at or above capacity. This is a situation that continues to be monitored.

It was noted that the enrollment update, in its entirety, is available for viewing on the District's website.

EQUITY COMMITTEE ACHIEVEMENT REPORT

Dr. Schnoor, Laura Swanlund, Ph.D., assistant director, research and systems/psychologist coordinator; Thomas Edgar, Ph.D., executive director, assessment, accountability, and programs; Colleen Mullins, district literacy coordinator; and Cheryl Wolfel, Ed.D., executive director, second language programs, presented an achievement report in coordination with the Equity Committee.

This report outlined the achievement gap that exists in District 15, and how the Department of Instruction plans to address it. The Department of Instruction defined the achievement gap as students who are in the lowest achieving 25 percentile in second grade nationally on the English Measures of Academic Progress (MAP) exam, and stay in this bottom quartile through eighth grade. This definition is a non-traditional way of looking at achievement gap. The department did not want to make assumptions regarding specific subgroups, but instead wanted to see how the district impacts students district-wide. The study included a nine-year span of student data who stayed in District 15 from grades 2-8.

The study revealed that there was no correlation between race, school of attendance, or native language when identifying students who fall in the achievement gap. Instead, factors that contributed included low oral language proficiency, long-term English language learners (ELLs), and poverty.

Moving forward, the Department of Instruction has a variety of interventions and strategies that are already in place or will soon be implemented:

- Ensuring a guaranteed and viable curriculum across all schools in the district. This is the assurance that specific content is taught in all courses and grade levels, regardless of classroom or school in District 15.
- Increasing access and opportunity for students in things like accelerated math, multi-tiered systems of support (MTSS), instructional coaching, and culturally & linguistically responsive teaching methods.
- Increasing oral language proficiency through new curriculum and teaching strategies.
The Department of Instruction plans to monitor student data and the progress of these initiatives each year, and will continue to provide board updates on the topic in the future.

SUPERINTENDENT'S REPORT

- **BWP & Associates Consultants: Superintendent Search Update**
Philip Ehrhardt and Joseph Porto of the search firm BWP & Associates, provided an overview of the superintendent search process. The community was invited to provide input on the search for the next District 15 Superintendent of Schools through an online survey and public forum. The firm is leading the Board of Education in the progression to replace current Superintendent Dr. Scott Thompson as he approaches retirement June 30, 2019.

A community survey will be posted on the District 15 website from September 17, through September 26, 2018. The survey is open to all District 15 community members, and will ask questions regarding strengths and areas of growth for the district and traits an individual seeks in the next leader. In addition to the survey, there will be a stakeholder input meeting on September 25, 2018, at 6:30 p.m. at Winston Campus Junior High which will be facilitated by BWP & Associates. No RSVP is necessary. All are welcome to attend.

The Board of Education plans to announce the next Superintendent of Schools in December 2018. He or she will begin work July 1, 2019.

- **School Improvement Plan Presentations**
Dr. Thompson introduced Larry Sasso, Ed.D., principal, Thomas Jefferson, and David Morris, Ed.D., principal, Pleasant Hill Elementary Schools, who provided the board with an update to their School Improvement Plans. All District 15 schools have been working through a process called "Data Wise," which was developed by the Harvard Graduate School of Education. Data Wise supports educators in using collaborative data inquiry to drive continuous improvement of teaching and learning for all students.

After examining school data, both Thomas Jefferson and Pleasant Hill determined the focus for improvement this year is reading. More specifically, improving students' ability to understand the reading beyond the text comprehension questions. The schools developed a five-step action plan to address the issue, including adjusting instructional practices and enhancing professional development opportunities.

Complete School Improvement Plan presentations can be viewed on the District's website under agenda attachments.

- **Boundaries Task Force**
Dr. Thompson shared that more than 220 community members applied to be part of the newly formed District 15 Boundaries Task Force. Applications were open from August 31, 2018, through September 10, 2018. He noted that community co-chairs Sid Amman and Nipesh Patel would be reviewing the applicants and determining the best mix of 15-20 people to represent the community on this topic. Those selected will be contacted directly.

This group will be given the very important job of examining the district's current school boundaries and overall enrollment trends, and providing the Board of Education with multiple options for potential changes to meet the future needs of the district. Interested community members who are not selected to serve on the committee would still have opportunities to review options and recommendations and provide feedback before they are presented to the Board of Education. It was noted that the group's first meeting would occur on September 27, 2018.

- **Park Place Progress**
Dr. Thompson noted that the District is in the process of doing its due diligence (ends November 6) regarding the Park Place property by seeking a special use permit for the grounds. Area residents would be notified by letter, and a hearing would be scheduled shortly thereafter, tentatively mid-October 2018. Upon village council approval it would be up to the board to move forward or not. If needed, an extension on the due diligence would be requested to accommodate the November 14, 2018, Board of Education meeting.

Dr. Thompson took a moment and introduced Michael Scaletta, the new principal at Frank C. Whiteley Elementary School, and welcomed him to his new position.

CITIZENS ADDRESS THE BOARD

Keli Swierczek, resident of Palatine, addressed the Board regarding the Tier 2 math program at Winston Campus.

READING AND ACCEPTANCE OF MINUTES

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

- August 15, 2018 Regular Board of Education Meeting, as presented.

A roll call was held with the following results:

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

NAY: None

The motion carried.

PERSONNEL REPORT

Mrs. Kain made a motion, seconded by Mr. Khan, to approve the September 12, 2018, Personnel Report, as presented.

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.

ED-RED COUNCIL/LEGISLATION

Mr. Annerino reported that Governor Bruce Rauner had vetoed the salary bill that would have set a statewide minimum teacher salary of \$40,000 by the 2022–23 school year, and would have affected other districts, but not our own. The PE requirement bill was also vetoed, that would have established a 150 minute per week standard for Physical Education. Lastly the governor had approved and signed off on the Lunch Bill, allowing students, regardless of ability to pay, to accumulate a minimum school lunch debt of \$500. Schools would now have to go through a state reimbursement and withholding process to attempt to recoup the money owed.

one-five FOUNDATION

Mrs. Kain noted there was nothing to report at this time.

FINANCE COMMITTEE

Mr. Wong and Mr. Border reported that the group met earlier in the day and the agenda included discussion of the following items:

1. Review of Life Safety Priority B Items
2. Proposed Summer 2019 Construction Projects (uninvent replacement at Lincoln Elementary School, roof replacements at Walter Sundling Junior High School and Central Road Elementary School, combined into mechanicals as well)
3. Review of 5-Year Forecasts
4. Old Business—Results of tax collection rates and refunds paid (PTAB decisions)

EQUITY COMMITTEE

Mr. Khan noted there was nothing further to report at this time.

SUPERINTENDENT'S COMMUNICATION COMMITTEE

Dr. Thompson noted that the minutes of the August 28, 2018, Superintendent's Communication Committee meeting were enclosed in the packet, noting both the accomplishments and the goals of Mrs. Delack. Additionally, she would be instrumental in the Boundary Task Force, the Superintendent Search, and new logos for each of the district's schools.

ADOPTION OF THE 2018–19 BUDGET

Mr. Smolka made a motion, seconded by Mr. Wang, to approve the Adoption of the 2018–19 Budget, as presented.

The budget presented to the board for review in June provided for expenditures in excess of revenues by \$4,799,465. This was due to building infrastructure project spending of \$8.84 million dollars. The budget, once approved, provides for expenditures in excess of revenues of \$3,896,995, with a revised building infrastructure projects budget of \$7.39 million.

It was noted that the long term board goal and facilities plan, need to be looked at and continued to be monitored regarding the remaining Life Safety items and any other necessary repairs that come along. Ideally not creating deferred maintenance, thus minimizing the amount needed to be expended.

It was noted that the budget presentation, in its entirety, is available for viewing on the District's website.

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 2018–19 Budget is on file in the Business Office.

RESOLUTION AUTHORIZING COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15 CONVEYANCE TO THE CITY OF ROLLING MEADOWS

Mr. Khan made a motion, seconded by Mr. Annerino, to approve the Resolution Authorizing Community Consolidated School District 15 Conveyance to City of Rolling Meadows, (authorizing the transfer of real property), as presented.

Dr. Thompson noted that this resolution formalizes the transfer of real property (endowed 1/10 acre), enabling the City of Rolling Meadows to apply for grant monies associated with the repair/replacement of the bridge.

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 resolution is contained in the Official Minutes.

RENEWAL OF TELECOMMUNICATIONS MAINTENANCE AGREEMENT

Mrs. Kain made a motion, seconded by Mr. Border, to approve the Renewal of the Annual Telecommunications Maintenance Agreement with Telcom Innovations Group, Itasca, IL, at a cost of \$26,457.00, (the same amount as previous years), as presented. The agreement will cover the District’s Mitel 3300 Telecommunications System from September 9, 2018, through September 9, 2019.

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 agreement/invoice is on file in the Department of Business and Auxiliary Services

BID AWARD—ELECTRONIC COMMUNICATIONS AND CLOCK NETWORK (19-003)

Mr. Border made a motion, seconded by Mr. Annerino, to award the contract for Electronic Communications and Clock Network Bid (19-003), to ITR, Downers Grove, IL, in the amount of \$44,290.00, as recommended. The recommendation was based on the lowest vendor meeting bid specifications.

Information provided noted that this would include the purchase of new audio-visual equipment for the board room, replacing the system that has been in place for nearly 20 years. The new equipment would not only provide higher quality audio and high-definition video, but will also allow the district to live stream all board meetings to its YouTube page. The new system should be in place by the November 14, 2018, Board of Education meeting.

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.

REQUEST FOR PURCHASE—AUDIO AND VISUAL EQUIPMENT AND INSTALLATION (19-004)

Mr. Wang made a motion, seconded by Mr. Smolka, to award the contract for the Audio and Visual Equipment and Installation Bid (19-004), to VSA, Inc., Buffalo Grove, IL, in the amount of \$35,457.00, to include hardware, installation, and training. The award was based on quality of products and lowest vendor meeting specifications.?

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 purchase invoice is on file in the Department of Business and Auxiliary Services.

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES (JULY 2017 – DECEMBER 2017)

Mr. Smolka made a motion, seconded by Mrs. Kain, to approve Administration’s recommendation for the release of the closed session minutes, as presented.

The following closed sessions minutes will be approved for release: November 4, 2017 (Special Meeting); November 8, 2017 (Special Meeting); October 11, 2017 (Regular Meeting); September 13, 2017 (Regular Meeting); and the December 12, 2017 (Special Meeting).

A roll call was held with the following results:

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

NAY: None

The motion carried.

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.

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

A roll call was held with the following results:

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

NAY: None

The motion carried.

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

- A. August 2018 Investment Report
- B. July 2018 Treasurer's Report
- C. August 2018 Report of Payroll Vouchers and Invoices
- D. June 2018 Activities Fund Report
- E. July 2018 Budget Report
- F. Administrator and Teacher Salary and Benefits Report
- G. Donation—Early Childhood Developmental Enrichment Center (ECDEC) Donating Playground Equipment and Installation to Gray M. Sanborn Elementary School
- H. Board Policy—Second Reading
 - 4:140 Waiver of Student Fees
 - 6:120 Education of Children with Disabilities
 - 6:230 Library Media Program
 - 6:240 Field Trips
 - 6:250 Community Resource Persons and Volunteers
- I. Additional 1:1 Chromebook Purchase
- J. Purchase Requisition—Okapi Educational Publishing (Okapi Despegando Materials)
- K. Application for Recognition of Public Schools 2018–19
- L. Request for Purchase—Heinemann Publishing (Benchmark Assessment kits)
- M. Request for Purchase—Heinemann Publishing (Fountas and Pinnell Classroom materials)
- N. Destruction of Executive Session Audio Recordings—October 2016

CORRESPONDENCE

Dr. Thompson reported on two (2) Freedom of Information Act requests that were responded to last month.

ADJOURNMENT

There being no further business to come before this meeting, Mr. Smolka made a motion, seconded by Mrs. Kain, for adjournment of the meeting.

The motion carried unanimously, and the meeting adjourned at 9:06 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education