

MINUTES of the Regular Meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, held on November 14, 2018.

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on November 14, 2017, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board members were notified by bulletin sent electronically on November 9, 2017.

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, CSFO, 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; Morgan Delack, Chief Communication Officer; June Becker, recording secretary; members of the administrative staff, members of the press, and others.

PLEDGE OF ALLEGIANCE

Rachel Bland, Stuart R. Paddock Elementary School principal, and student group The Allies, led the audience in the Pledge of Allegiance. "The Allies," a student leadership group, participants are chosen by Paddock teachers. These students are role models for all Paddock Panthers. Mrs. Bland noted that those students develop ways to engage their peers in the school's new Expect Respect program and embrace their PBIS Be Respectful, Be Responsible, and Be Safe practices.

RECOGNITION—INTERSCHOLASTIC SPORTS SIXTH GRADE CROSS COUNTRY

The Board of Education recognized six students, of the 447 runners who competed, that won their heats in the District 15 Sixth-Grade Cross Country Meet, which was held September 26, 2018, at North Salk Park in Rolling Meadows. Students in 1st through 10th place, or 60 students in total, earned a medal. Students in 11th through 20th place or 60 more students, earned a top flight ribbon. Each elementary school prepared for and participated in the district meet. The elementary physical education and adaptive physical education teachers as well as maintenance staff helped make this year's event a success. Congratulations and special recognition were extended to the six students who won 1st place in this competition and their coaches.

Green Division

Hunting Ridge Coach David Sobel

Lincoln School Coach Jenn Muccianti

- Ami, Hunting Ridge Elementary School—6:12
- Jacob, Lincoln Elementary School—6:00

Yellow Division

Willow Bend Coach Dustin Sublett

Frank C. Whiteley Coach Andrea Rodino

- Riley, Willow Bend Elementary School—6:39
- Fabian, Frank C. Whiteley Elementary School—5:53

Blue Division

Winston Campus Elementary Coach Sharon Rusk

Gray M. Sanborn Coach Ryan Merle

- Marikate, Winston Campus Elementary school—6:21
- Joe, Gray M. Sanborn Elementary School—6:01

DISTRICT RECOGNITION—AWARD OF APPRECIATION BY NORTH COOK REGIONAL OFFICE OF EDUCATION

Dr. Thompson introduced Dr. Bruce Brown, North Cook Intermediate Service Center (NCISC) Executive Director, on behalf of Tom Bookler, Ed.D., McKinney-Vento Regional Liaison, who presented the District with an award of appreciation for their generosity in providing storage for thousands donated supplies/backpacks for area students.

The NCISC provides countless numbers of support opportunities for the education community: administrator academies, educator workshops, professional development, license renewal, PERA Evaluation Training, compliance visits, ESSA, Health and Life Safety, home schooling, school supplies, homeless student support, truancy prevention, and beyond.

RECOGNITION—THOSE WHO EXCEL

The Illinois State Board of Education (ISBE) recognized each of District 15's seven nominees with awards in its prestigious "Those Who Excel" awards program this year. Each year, ISBE's "Those Who Excel" awards program honors outstanding teachers, administrators, student support personnel, educational service personnel, and community members for their exceptional contributions to schools throughout the state.

Candidates are nominated by their local schools or people in their communities. Letters of recommendation are also required. A committee of peers, including representatives from statewide education organizations and former award recipients, determines the level of recognition nominees will receive—Excellence, Merit, or Recognition.

State Superintendent of Education Tony Smith, Ph.D., recognized Illinois' top educators at the 44th annual Those Who Excel/Teacher of the Year Banquet on Saturday, October 20, 2018, at the Bloomington-Normal Marriott Hotel and Conference Center in Normal. District 15 honorees received one Award of Excellence, three Awards of Merit, and three Awards of Recognition during the event. Dr. Thompson presented each of them with the District's "Above and Beyond Award."

- Sandy Cramer, Joseph M. Kiszka Educational Service Center, received an Award of Recognition in the "Educational Service Personnel" category.
- Lanae Recinas, Lincoln Elementary School, received an Award of Recognition in the "Student Support Personnel" category.
- Pete Jackson, received an Award of Merit in the "Community Volunteer" category.
- Cheryl Wolfel, Ed.D., received an Award of Excellence in the "School Administrator" category.
- Deanna Nemchock, Student Counselor, Carl Sandburg Junior High School, received
- an Award of Merit in the "Early Career Educator" category.
- Elise Hackl, Conyers Learning Academy, received an Award of Recognition in the "Classroom Teacher" category.
- Chromebook Initiative Team received an Award of Merit in the "Team" category. The team consisted of the following staff: Carol Gajewski, Jason Dietz, Ed.D., David Kuechenberg, Kyle Mokakas, Kelly Mollenhauer, Colleen Seick, and Tim Woomert.

SUPERINTENDENT'S REPORT

- School Improvement Plan Presentations: Stuart R. Paddock and Lake Louise Elementary Schools
Both Rachel Bland, Stuart R. Paddock Elementary School, and Jennifer Seoane, Lake Louise Elementary School, provided the Board with an update to their School Improvement Plans at the meeting.
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, Paddock determined two focus areas: mathematics (academic) and reducing physical aggression Office Discipline Referrals (ODRs) by 10-percent (social-emotional). Lake Louise's focus areas are: mathematics (academic) and reducing physical aggression as a solution to solving conflicts (social emotional).
The schools developed five-step action plans to address the issues, including adjusting instructional practices and enhancing professional development opportunities.
The School Improvement Plan presentations can be viewed in their entirety on the district website, under agenda attachments.
- Every Student Succeeds Act (ESSA)
Dr. Thompson provided an overview of plans for the Every Student Succeeds Act (ESSA) task force. ESSA areas, with the highest and lowest index score areas identified by group, were presented to the Board. It was noted that Included in these plans are an examination and remediation program to identify school improvement supports for ESSA Identified Schools. The ISBE requires that schools with underperforming groups complete a specific school improvement process that includes raw data review, needs assessment, and work plan outline. A timeline of steps to strengthen identified schools' improvement process was provided, along with a list of existing supports for schools with underperforming groups.
- Audio Visual Equipment
Dr. Thompson introduced Mrs. Delack to describe the new audio visual equipment that had been installed in the district meeting room. She noted that Board of Education meetings are now streamed live online, thanks to an upgraded audio-visual system. Meetings are streamed to the District's Facebook page and website, allowing district families and residents greater access to meetings than ever before.

The new software being used to stream the broadcasts includes high-definition cameras and sound equipment. Presentations shown at the meeting will be integrated into the live stream, allowing those at home better visibility of the slides.

- **Retired Police Officers in Buildings**

The idea of retired police officers in buildings was brought forward last month by Dr. Thompson as a way to increase the level of safety in our buildings. Safety is a top priority for District 15, and the district is continuously working to improve school security. He noted that as he evaluated all of the ways the district could make our schools safer, bringing in trained, retired police officers made a lot of sense.

District 15 already has School Resource Officers (SROs) in its four junior high schools. These police officers are employed by the Palatine and Rolling Meadows Police Departments. Police Department staffing in schools is limited, so the option of having additional SROs in our elementary schools would not be possible.

Federal law allows for retired police officers to legally carry a gun in a school. Retired officers would be hired to fill vacant clerical or secretarial positions in the main offices of our schools. They would be paid under the Educational Support Personnel Association (ESPA) collective bargaining agreement, while also receiving a \$50/day stipend for offering an additional layer of protection to our schools.

It was the consensus of the Board of Education to continue exploring the idea of hiring retired police officers to serve in vacant main office positions in District 15 schools.

The idea would next be presented to the ESPA union before moving forward with hiring.

- **Park Place**

Dr. Thompson reported that after investigating the possibility of turning a retail space in the northeast Palatine Park Place shopping center into a full-day kindergarten center or elementary building, District 15 has decided to withdraw its purchase agreement with the developer.

The long-term costs associated with occupying the space were greater than originally anticipated, and the district felt it would not be fiscally responsible to move forward with the idea.

The proposal stemmed from a Board of Education goal of providing full-day kindergarten district-wide. Without additional classroom space, offering this to our families would not be possible.

The Board and administration remain committed to finding alternate solutions to providing full-day kindergarten to District 15 in the future.

PRESENTATION—FIVE-YEAR FINANCIAL PROJECTION

Mr. Adamczyk gave an overview of the five-year budget forecast for District 15, stating that projections of revenues and expenditures through school year 2022-23 have remained steady. The forecast contained preliminary audited financial results for the 2017-18 school year. The Board adopted a budget with a deficit of \$8,834,577 for the 2017-18 school year. The results show an actual deficit of \$7,827,702, for a positive variance of \$1,006,875.

Three scenarios were proposed for Board consideration:

- Scenario 1: Traditional Five-Year Forecast, draft results of operations, and \$6.668M Summer 2019 Summer Projects
- Scenario 2: Same as Scenario 1, plus future CPI increases of 2.0%
- Scenario 3: Same as Scenario 2, plus reduced annual health insurances increases to 2.5% instead of 5%

It was noted that the five-year financial presentation in its entirety is posted on the district's website. Following, Mr. Adamczyk responded to inquiries from the Board.

PRESENTATION—PROPOSED 2018 TAX LEVY

Corey Bultemeier, director of fiscal services and assistant chief school business official, provided the Board with a comprehensive overview of the tax levy process. The tax levy determines how much taxpayer money the district will request in the fiscal year. Property taxes amount to 77-percent of District 15's annual operating expenses. Additionally, it sets forth the maximum amounts that can be received from property taxation in a given year. The levy is filed by fund, but limited in aggregate by the Property Tax Extension Limitation Act (excluding the Debt Service Fund).

It is common practice for a school district to levy an amount in excess of what the District actually anticipates for only two reasons: To maintain the maximum tax rates the district is entitled to and to capture the tax receipts on all new property (EAV). The Truth in Taxation also informs the public about the estimated tax rates to be levied and allows the public an opportunity to ask questions and/or give input.

The Board of Education will be considering a levy of \$127,340,952, a 3.9-percent increase over the 2017 extension. This is sufficient to capture the five-year average of new growth and the 2.10-percent CPI increase. Because the increase is less than 5-percent, no truth-in-taxation hearing is required.

The Board may adopt the levy of \$127,340,952 or another amount, provided that the final adopted levy is less than 5-percent. Mr. Bultemeier responded to inquiries from the Board. It was noted that the Board is required to adopt the final 2018 aggregate tax levy at the December 12, 2018, Board of Education meeting.

Dr. Thompson relayed the loss Liz Belter, one of the District's long time beloved employees and parent in the district. Ms. Belter served at Central Road Elementary School as a clerical in the front office for just over ten years. She will be remembered fondly.

READING AND ACCEPTANCE OF MINUTES

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

- October 3, 2018 Regular Board of Education Meeting, as presented.

A roll call was held with the following results:

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

ABSTAIN: Khan

NAY: None

The motion carried.

- November 5, 2018 Special Board of Education Meeting and Executive Session, 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 reported that while the Veto Session is set for November 13–15, 2018, a strong push was expected to override the governor's veto of two important bills. First, SB 2892 would provide a mandatory increase in teacher salaries across the state by setting a statewide minimum teacher salary of \$40,000. Secondly, SB 2572 would mandate 150 minutes of physical education per week for all students, kindergarten through 12th grade. He further noted that administrators and board members are urged to contact their legislators and advocate for them to vote "no" on overriding the governor's vetoes.

one-five FOUNDATION

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

FINANCE COMMITTEE

Mr. Wang noted that there was nothing to report at this time.

EQUITY COMMITTEE

Mr. Khan noted that there was nothing to report at this time. However, he stated there was a Poverty Summit (attended by Mrs. Szczupaj), that was very informative. Mr. Khan indicated that the committee would like to touch base regarding the workshop, to gain knowledge from what was discussed.

DISCUSSION OF ILLINOIS ASSOCIATION OF SCHOOL BOARDS (IASB) 2018 RESOLUTIONS COMMITTEE REPORT RECOMMENDATIONS

The Board reviewed the list of Illinois Association of School Boards' (IASB) Legislative Committee Resolutions/Recommendations to be endorsed and/or opposed by District 15 Board members and administrators at the annual meeting of the IASB Delegate Assembly to be held on November 17, 2018, in Chicago. Mr. Khan, who would be voting at the delegate session, requested that board members email him their recommendations regarding the resolutions under consideration.

2019–20 REVISED SCHOOL CALENDAR AND 2020–21 OFFICIAL SCHOOL CALENDAR DISCUSSION

- 2019–20 Revised School Calendar
The 2019–20 Official School Calendar started the school year with two teacher institutes days on Thursday, August 15, 2019, and Friday, August 16, 2019. Students would have begun classes on Monday, August 19, 2019. The revised 2019–20 calendar will start the school year with two teacher institute days on Monday, August 12, 2019, and Tuesday, August 13, 2019. Students would begin classes on Wednesday, August 14, 2019. The school year, including snow days, would end on Tuesday, June 2, 2020.
Student non-attendance days scheduled for Tuesday, October 15, 2019, and Tuesday, February 18, 2020. An adjustment has been made to move the aforementioned Student Non-Attendance days to Monday, January 6, 2020, and Monday, March 30, 2020.

- 2020–21 Official School Calendar

The Board was provided a copy of the 2020-2021 Official School Calendar. Recommended by both administration and the Classroom Teachers' Council (CTC), the District would start the school year with two teacher institute days on Monday, August 10, 2020, and Tuesday, August 11, 2020. Students would begin classes on Wednesday, August 12, 2020, with Early Childhood and Kindergarten classes beginning on Thursday, August 13, 2020.

Winter break would run from Monday, December 21, 2020, through Monday, January 4, 2021. The first day for students after winter break would be Tuesday, January 5, 2021. Spring break will run from Monday, March 22, 2021 through Friday, March 26, 2021. The first day for students after Spring break would be Monday, March 29, 2021. The district was informed that the projected calendar for 2020-2021 for Township High School District 211 had the same Winter and Spring break dates as School District 15. The school year, including snow days, would end on Tuesday, June 1, 2021.

BOARD POLICY FIRST READING

This request was made by Nutrition Services in order to update the policy regarding *Nutrition Guidelines for Foods Available During the School Day*. The United States Department of Agriculture (USDA) requested these revisions for clarification to our Board policy as we move forward in obtaining the Healthier US School Challenge—Smarter Lunchrooms for fifteen of our D15 schools. The following Board policy was up for initial review by the Board:

6:50 *Instruction—School Wellness*
 No further changes were noted.

The above policy will be updated and brought back for second reading at the January 9, 2019, Board of Education meeting.

SUPERINTENDENT'S COMMUNICATION COMMITTEE

Dr. Thompson reported that the committee had not met since the last Board meeting.

CITIZENS ADDRESS THE BOARD

Anita Jamnik, resident of Hoffman Estates, addressed the Board regarding retired police officers in buildings.

Rosella Bartoli, resident of Rolling Meadows, addressed the Board regarding stakeholders input about retired officers in buildings.

PERSONNEL REPORT

Mr. Border made a motion, seconded by Mr. Smolka, to approve the November 14, 2018, Personnel Report, including the following recommendations:

1. Recommendation for disciplinary action: one (1) day, unpaid suspension, for Roberta Desprat;
2. Recommendation for disciplinary action: one (1) day, unpaid suspension, of Susana Guevara;
3. Recommendation for disciplinary action: one (1) day, unpaid suspension of Maribel Lewis;
4. Recommendation for disciplinary action: three (3) day, unpaid suspension of Renee Neri;
5. Recommendation for disciplinary action: five (5) day, unpaid suspension of Kevin Shape; and the
6. Recommendation for termination of Naga Padma Ravela, as recommended.

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.

RESOLUTION ESTIMATING THE AGGREGATE LEVY FOR THE YEAR 2018

Mr. Annerino made a motion, seconded by Mr. Khan, to approve the Resolution Estimating the Aggregate Levy for the Year of 2018, as presented.

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 resolution is contained in the Official Minutes.

BID AWARD—UNIVENTS TIME AND MATERIALS (19-007)

Mr. Annerino made a motion, seconded by Mr. Khan, to award the contract for the Univents Time and Materials Bid (19-007) to General Mechanical, Roselle, IL, for a total amount of \$20,825.00, as recommended.

A roll call was held with the following results:

AYE: Khan, Smolka, Szczupaj, Wang, Annerino, Border, 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—PUBLIC ADDRESS SYSTEM UPGRADES (19-009)

Mr. Wang made a motion, seconded by Mr. Smolka, to award the contract for the Public Address Systems Bid (19-009) to ITR Systems, Downers Grove, IL, for a total amount of \$153,740.00, as recommended. The award was based on lowest 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.

MANEVAL CONSTRUCTION CHANGE ORDERS

Mr. Smolka made a motion, seconded by Mr. Wang, to approve the Maneval Construction (Ingleside, IL) Change Orders, in the amount of \$92,296.00, as recommended. It is noted that the amount of the change orders exceeds ten percent of the original contract value (\$389,980.00), and qualifies under the emergency exception due to the timeliness of the works completion, thus not allowing a sufficient time period for a bidding cycle.

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 change orders contract is on file in the Department of Business and Auxiliary Services.

RATIFY MEMBERSHIP INTO THE NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE (NIPA)

Mr. Border made a motion, seconded by Mrs. Kain, to Ratify Membership into the National Intergovernmental Purchasing Alliance (NIPA), and authorize the Chief School Business Official to execute the Master Intergovernmental Cooperative Purchasing Agreement from NIPA, as recommended.

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 membership 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. Kain 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: Annerino, Border, Kain, Khan, Smolka, Szczupaj, Wang

NAY: None

The motion carried.

Copies of consent calendar Items A–F are contained in the Official Minutes. Items G – I are on file in the Business Services Department. Items J and L are on file in the Department of Instruction. Item K is on file in the Administrative Services Department.

- A. October 2018 Investment Report
- B. October 2018 Treasurer's Report
- C. October 2018 Report of Payroll Vouchers and Invoices
- D. September 2018 Activities Fund Report
- E. October 2018 Budget Report
- F. Disposals
- G. Post-Issuance Tax Compliance Report
- H. Workers' Compensation Settlements
- I. Purchase Order—Lowery McDonnell Furniture Purchase
- J. Purchase Requisition—Data Recognition Corporation (LAS)
- K. Placement Recommendation—North Cook Young Adult Academy (A, B, C)
- L. Agreement for Professional Instructional Services—The Stepping Stones Group
- M. Destruction of Executive Session Audio Recordings—December 2016

CORRESPONDENCE

Dr. Thompson reported that two (2) Freedom of Information Act requests were received and acted upon last month.

ADJOURNMENT

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

A roll call was held with the following results:

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

NAY: None

The motion carried, and the meeting adjourned at 9:14 p.m.

Lisa Beth Szczupaj, President
Board of Education

Anthony Wang, Secretary
Board of Education