

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.
June 22, 2020
VIRTUAL MEETING DUE TO COVID-19
Alternate Remote Attendance at Jefferson School (Multipurpose Room)**

Board President Rick Biagi called the meeting to order at 6:00 p.m.. All participants attended via remote participation. Other Board members in attendance via remote participation were Tom Sotos, Carol Sales, Dr. Denise Pearl, Fred Sanchez, and Rebecca Little. Also present were Superintendent Eric Olson; Assistant Superintendent for Human Resources Joel T. Martin; Board Legal Counsel Tony Loizzi; and no members of the public.

Board member Larry Ryles was absent from the meeting.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at <http://www.d64.org>. The agenda and reports for this meeting are also available on the website or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

BOARD RECESSES AND ADJOURNS TO CLOSED MEETING

At 6:02 p.m. it was moved by Board member Sotos and seconded by Board member Sanchez to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5ILCS 120/2(c)(1)]; and collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)].

The votes to adjourn to the closed meeting were cast as follows:

Ayes: Biagi, Sotos, Little, Pearl, Sanchez, Sales

Nays: None

Present: None

Absent: Ryles

The motion carried.

BOARD ADJOURNS FROM CLOSED MEETING AND RESUMES THE REGULAR MEETING

The Board resumed the regular meeting at 7:02 p.m. In addition to those listed above, also attending via remote participation were Assistant Superintendent for Student Learning Lori Lopez; Chief School Business Official Luann Kolstad; Director of Student Services Lea Anne Frost, Director of Facility Management Ronald DeGeorge; Director of Innovation and Instructional Technology Mary Jane Warden; Public Information Coordinator Peter Gill (attending but not participating); Administrative Assistant to the Superintendent Natasha Nedeljkovic; and approximately 17 members of the public.

PLEDGE OF ALLEGIANCE

Board president Rick Biagi led the pledge.

OPENING REMARKS FROM PRESIDENT OF THE BOARD

President Biagi noted that the members had come back from a closed meeting to discuss contract negotiations and the Superintendent’s evaluation. He stated that the Board deemed it necessary to still hold virtual meetings at this time, but that it was following all established State rules and regulations. Superintendent Olson was at the alternate remote site location in the multipurpose room of Jefferson School for this purpose.

PUBLIC COMMENTS

Public comments were invited through a posted email address on the District website and in the Board report. Public comments were also welcomed at the alternate remote location; none were received at this time on non-agenda items.

APPROVAL OF MEETING AGENDA

The Board agreed to move appendix 9, pertaining to the discussion of administrative and exempt salary increase to the July 9 regular meeting. No other changes were made to the agenda.

JUDITH L. SNOW AWARDS

Due to technical difficulties encountered at the time, the Board agreed to move to the next item on the agenda, until the ELF representative could be included in the meeting as a panelist.

APPOINTMENT OF FRANKLIN SCHOOL ASSISTANT PRINCIPAL

Dr. Olson introduced Kristin Williams, who was attending remotely, and shared his pleasure at having her join the District. Ms. Williams previously worked in Arlington Heights District 25 where she taught at various grade levels, was a Math curriculum for 5 years, and an assistant coordinator for the past year. She also worked as a summer school principal on more than one occasion, and it is that varied experience that Dr. Olson believed would be a great attribute to the District and Franklin School. Dr. Olson mentioned that Ms. Williams met with Franklin School principal Dr. Whitney-DeLarMar and he expected them to make a cooperative team.

ACTION ITEM 20-06-1

It was moved by Board member Sanchez and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the appointment of Kristin Williams as Franklin School Assistant Principal effective July 1, 2020, based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding the individual selected for appointment.

The votes were cast as follows:

AYES: Sotos, Sanchez, Pearl, Biagi, Little, Sales

NAYS: None

PRESENT: None

ABSENT: Ryles

The motion carried.

JUDITH L. SNOW AWARDS

ELF representative Lea Smucker was able to join the meeting and present this year’s awardees of the Snow Awards: Henry Morrison and Emma Donohue from Emerson Middle School, and Cecilia Tecu and Alan Voris from Lincoln Middle School. The students were chosen for this award for being exemplary ethical leaders, for knowing their core values and having the courage to live them in all parts of their life in service to the common good. The Board and Dr. Olson congratulated the students and hoped to be able to do so in-person in the future, as had been the custom at the Board meetings prior to the COVID-19 pandemic.

REMOTE LEARNING UPDATE

Assistant Superintendent for Student Learning Dr. Lopez updated the Board on the progress of the remote learning program since its inception on March 17. She noted that the District had conducted two parent surveys in April and June to gather data on the program’s implementation. The April survey had been shared with the Board at a previous meeting, and now Dr. Lopez wanted to share information from the June survey, following the end of school. She said the survey showed a desire to see more live meetings between students and teachers, as well as the need for more feedback. The parents were not satisfied with the pass/incomplete grade system implemented by the State for the last trimester. She noted that following the April survey and the request for more streamlined communication, the District had made efforts to do so and the June survey showed satisfactory results. Parents were mainly satisfied with the time spent on remote learning (60%), a little over 26% of those surveyed thought that it was too little time, with almost 12% reporting it was too much time. The survey also showed that 60% of the community surveyed had limited or no ability to support the students with remote learning at home. Dr. Lopez stressed that it was important to establish a strict schedule to allow parents to plan ahead.

Dr. Lopez stated that 3 sub-committees had been created, as explained to the Board at the May meeting, and they were now analyzing the data from the surveys and awaiting the governor’s guidance to prepare and structure remote learning for the fall and the future if necessary. Director of Student Services Dr. Frost noted that feedback from special education parents was also being carefully reviewed to help the process. Director of Technology Mary Jane Warden noted that the additional devices for Kindergarten and first grade had been delivered, and the District was only awaiting delivery of the second-grade chromebooks, which

would complete the 1:1 expansion for student devices. Professional development was taking place and will continue throughout summer to prepare the teachers for fall remote learning and assisting the students with the new devices. Dr. Lopez stressed that the District was actively preparing for fall, should remote learning continue full time or on a partial schedule with in-person learning.

President Biagi invited public comments, which were received via email and read at the meeting:

- Maura Collins: inquired about teachers being required to attend workshops to ensure their skills are up to date
- Rose Franco: inquired about local private schools reopening and whether they followed a different set of guidelines

E-RATE CATEGORY 2 PROJECT UPDATE & APPROVAL

The E-Rate program provides a discount on eligible data transmission services such as internet access and internal infrastructure. The District has participated in the program since its inception in 2014 and strives to select the most cost-effective service. Mrs. Warden noted that the District qualified for a 40% discount and last updated its infrastructure in 2015, and wanted to now update its switch equipment and expand its UPS backup battery system to increase the amount of uptime during power outages on Voice over IP (VOIP). As previously mentioned, technology equipment and services are exempt from the competitive bidding process, but the District had selected the lowest bid received as highlighted in the action item below. Following a question from the Board, Chief School Administrator Luann Kolstad explained that the 40% discount is not received the same year but lags by a year.

ACTION ITEM 20-06-2

It was moved by Board member Sotos and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge -Niles, Illinois, approve the Category 2 E-Rate discounted switch infrastructure refresh plan and the UPS expansion as presented in the amount of \$78,167.75.

The votes were cast as follows:

AYES: Biagi, Sotos, Sales, Sanchez, Pearl, Little

NAYS: None

PRESENT: None

ABSENT: Ryles

The motion carried.

PRESENTATION OF PROPOSED AMENDMENT TO 2020-21 SCHOOL CALENDAR

Superintendent Olson noted that community members had reached out to administrators and the Board of Education with concerns over students safety during election days, and student attendance when schools were used as polling stations. In addition, a bill signed by Governor Pritzker last week made November 3 a State Holiday with no student attendance. The administration recommended that the November 3 Institute

Day be moved to April 6, avoiding student attendance on both election days. In addition, to make up for the lost attendance day, school would begin one day earlier for the 2020-21 school year. The Board agreed that the Board policy committee should review making this a yearly practice for following years to ensure students' safety. The Board will vote on approving the amended calendar at the July 9 Board meeting.

DISCUSSION OF 2020-21 TENTATIVE BUDGET DRAFT 1

CSBO Kolstad noted that it was a particularly difficult year to put a budget together due to all the unknowns brought on by the COVID-19 pandemic. She said the District was looking at a .75% projected decrease in revenues, from loss of real estate taxes revenue. Being conservative, she predicted a 3.45% increase for expenses. She explained that the budget still included potential bubbles bursting in certain schools, even though the registration process was unusually slow this year and class sizes and staffing still difficult to gauge. Additional expenses would include a custodian at Washington School due to the addition to the building; 3 swing custodians to handle additional cleaning and sanitizing related to COVID-19; 10-month employees allowed to receive unemployment up to 50% of salary under the COVID-related relief Bill, a potentially big cost to the District; increased professional development costs for teachers attending remote learning workshops; increased health insurance costs as detailed in the last regular Board meeting, with health insurance rates seeing a large increase; and various COVID-19 related expenses such as masks, sanitizer, soap, and plexiglass shields. She noted the next and final draft of the budget would include additional potential costs such as classroom designs for social distancing, additional transportation costs to ensure social distancing on school buses, aides on buses to check temperatures, etc... The District wants to be ready for worst-case scenarios. Mrs. Kolstad thanked senior administrators for streamlining their budgets this year and putting off anything not essential to help keep the costs down. The administration will also look to defer maintenance where possible to minimize costs for the upcoming school year.

A public comment was read as received by email on the online posted link:

- Karen Hein: inquired about an option to participate in school via remote learning in 2020-21, even if schools reopen for in-person learning.

NATURAL LAWN CARE UPDATE

In a follow up to the last discussion, Director of Facility Management Ronald DeGeorge explained that the District would like to maintain the grounds without any application of biosolids or any other product, unless spot treatments are needed for specific situations. In addition, the Park Ridge Park District had agreed to maintain the fields shared with the District without the use of biosolids or application of other products. Seeding and top-dressing would occur only where needed. Dr. Olson noted this was a temporary situation, and the administration would bring more information to the Board when they had time to investigate other options.

DISCUSSION AND APPROVAL OF ADMINISTRATIVE & EXEMPT SALARY INCREASES

This item was tabled to the July 9 Board meeting.

APPROVAL OF RECOMMENDED PERSONNEL REPORT

It was noted that the Board is relying upon the recommendation of the Superintendent and administration in their professional judgment as to the hiring of these individuals per Policy 2:130.

Lynn Condon - Employ as ESY Summer School Physical Therapist effective June 15, 2020 - \$50.40 hourly.

Pamela Lemperis - Employ as ESY Summer School Occupational Therapist effective June 15, 2020 - \$2,106.00.

Alyssa Hirsh and Meghan Schassler - Employ as ESY Summer School Speech Language Pathologist effective June 15, 2022 - \$1,875.00.

Ashley Lichter - Employ as ESY Summer School Speech Language Pathologist at Jefferson School effective June 16, 2022 - \$1,875.00.

Vanessa Kaegi Placko - Employ as ESY Summer School Social Worker effective June 15, 2020 - \$1,875.00.

Georgette Demarinis and Patricia Melidones - Employ as ESY Summer School Teacher at Jefferson School effective June 16, 2020 - \$1,875.00.

Jennifer Coffin, Caitlin Collins, Christina Dazzo, Renee Fasanella, Sarah Kwak, Addison Norris and Megan Otten - Employ as ESY Summer School Teacher at Field School effective June 15, 2020 - \$1,875.00.

Jennifer Andre and Geralyn Soldan - Employ as ESY Summer School Teacher at Field School effective June 15, 2020 - \$625.00.

Linda Adamowski, Christina Bridich, Carol Duffy, Consilia Giustino, Hallie Leach, Melissa O'Conor - Employ as ESY Summer School Teacher Assistant at Field School effective June 15, 2020 - \$805.95.

Justin Gustafson, and Eun Sun Park-Simpson - Employ as ESY Summer School Teacher at Emerson School effective June 15, 2020 - \$1,875.00.

Taylor Miller and Carrie Ryan - Employ as ESY Summer School Teacher Assistant at Emerson School effective June 15, 2020 - \$805.95.

Lisa Anderson, Kailee Breslin, Kaitlin Brown, and Lindsey McDill - Employ as WOW Summer School Teacher at Field School effective June 15, 2020 - \$2,047.00.

Kelly Nowak and Caroline Schaab - Employ as WOW Summer School Teacher at Field School effective June 15, 2020 - \$1,023.50.

Shirlee Pater and Abhijeet Shah - Employ as WOW Summer School Teacher at Emerson School effective June 15, 2020 - \$2,047.00.

Rebecca Bard, Terry Calkins and Carla Sebo - Employ as WOW Summer School Teacher at Emerson School effective June 15, 2020 - \$1,023.50.

Stephanie Fuerst - Employ as Special Education Resource Teacher at Washington School effective the first day teachers are scheduled to report for the 2020-2021 school year - salary is based on the 2019-2020 salary schedule; thus, it is subject to change once the 2020-2021 salary schedule is agreed upon - lane placement is contingent upon confirmation of education by official transcripts - MA, Step 1 - \$60,011. Employment with the District is contingent on the results of the criminal history background check. If the results reveal convictions for crimes other than a misdemeanor, such conviction shall be a valid cause to terminate this agreement immediately.

Kristin Williams - Employ as Assistant Principal at Franklin School effective the first day that assistant principals are to report for the 2020-21 school year - \$90,000. Employment with the District is contingent on the results of the criminal history background check. If the results reveal convictions for crimes other than a misdemeanor, such conviction shall be a valid cause to terminate this agreement immediately.

Thomas Chiero - Retire as Night Custodian at Lincoln School effective July 29, 2020.

ACTION ITEM 20-06-4

It was moved by Board member Pearl and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report, noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

AYES: Sales, Pearl, Sanchez, Sotos, Biagi, Little

NAYS: None

PRESENT: None

ABSENT: Ryles

The motion carried.

CONSENT AGENDA

- Bills, Payroll and Benefits

Bills

| <u>Fund</u> | <u>Fund Total</u> |
|--|------------------------|
| 10 - Education Fund | \$ 1,014,496.52 |
| 20 - Operations and Maintenance Fund | \$ 319,304.13 |
| 30 - Debt Services | \$ 649,521.55 |
| 40 - Transportation Fund | \$ 309,008.58 |
| 50 - Retirement (IMRF/SS/MEDICARE) | \$ - |
| 60 - Capital Projects | \$ 35,849.19 |
| 61 - Capital Projects-2017 Debt Certificates | \$ - |
| 80 - Tort Immunity Fund | \$ - |
| 90 - Fire Prevention and Safety Fund | \$ - |
| <u>Total:</u> | <u>\$ 2,328,179.97</u> |

Payroll & Benefits

| <u>Fund</u> | <u>Fund Total</u> |
|--------------------------------------|-------------------|
| 10 - Education Fund | \$54,402,882.82 |
| 20 - Operations and Maintenance Fund | \$ 5,535,138.38 |
| 30 - Debt Services Fund | \$ 2,369,486.67 |

| | |
|----------------------------|-------------------------------|
| 40 - Transportation Fund | \$ 3,195,892.76 |
| 50 - IMRF/FICA Fund | \$ 878,925.79 |
| 51 - SS/Medicare | \$ 1,085,474.26 |
| 60 - Capital Projects Fund | \$ 8,591,911.16 |
| 80 - Tort Immunity Fund | \$ 500,302.68 |
| | <u>Total: \$76,560,014.52</u> |

The Accounts Payable detailed list can be viewed on the District 64 website's business services page at www.d64.org.

- Approval of Financial Update for the Period Ending May 31, 2020
- Second Reading and Approval of Policies from PRESS 103 and Policy 2:230
- Approval of Resolution #1249 Authorizing and Directing the Permanent Transfer of Money from the Operations and Maintenance Fund to the Debt Service Fund for Debt Certificates
- Approval of Resolution #1250 Authorizing and Directing the Permanent Transfer of Money from the Education Fund to the Debt Service Fund for VOIP and Copier Leases
- Approval of Resolution #1251 for Approval of Safety Hazards (Transportation)
- Approval of the Consolidated District Plan
- Approval of Committee-of-the-Whole Meeting Dates for 2020-21
- Approval of District 64 FOIA Officers
- Destruction of Audio Closed Recordings

ACTION ITEM 20-05-5

It was moved by Board member Sanchez and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for June 22, 2020 which includes: Bills, Payroll and Benefits; Approval of Financial Update for Period Ending April 30, 2020; Approval of Resolution #1249 Authorizing and Directing the Permanent Transfer of Money from the Operations and Maintenance Fund to the Debt Service Fund for Debt Certificates; Approval of Resolution #1250 Authorizing and Directing the Permanent Transfer of Money from the Education Fund to the Debt Service Fund for VOIP and Copier Leases; Approval of Resolution #1251 for Approval of Safety Hazards (Transportation); Approval of the Consolidated District Plan; Approval of Committee-of-the-Whole Meeting Dates for 2020-21; Approval of District 64 FOIA Officers and Destruction of Audio Closed Recordings.

The votes were cast as follows:

AYES: Pearl, Little, Sales, Biagi, Sotos, Sanchez

NAYS: None

PRESENT: None

ABSENT: Ryles

The motion carried.

APPROVAL OF MINUTES

ACTION ITEM 20-06-6

It was moved by Board member Pearl and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Meeting on May 18, 2020; the Regular Meeting on May 18, 2020; the Closed Meeting on May 26, 2020; and the Special Meeting on May 26, 2020.

The votes were cast as follows:

AYES: Sotos, Little, Sales, Sanchez, Pearl, Biagi

NAYS: None

PRESENT: None

ABSENT: Ryles

The motion carried.

OTHER DISCUSSION AND ITEMS OF INFORMATION

President Biagi noted that the Board would like to continue its virtual meetings, even under Phase 4 of Illinois' reopening plan which would allow for a 50-person maximum meeting. The Board would like to ensure transparency to the public and the community and will continue to broadcast these meetings, but wants to ensure the safety and health of everyone involved.

Dr. Olson presented a verbal report on the "State of the District," noting he had focused on learning about the District this year, noting its strong curriculum and excellent education offered to the students. He would like to offer more and sees room for improvement. He stated the facilities were in good condition after years of focusing on "safe, warm, and dry" and expressed satisfaction at solving the Washington School overcrowding problem. The focus will be on Franklin School next as well Jefferson School and the District's ESC building, but none of those could happen without solving the full-day kindergarten issue. He said that personnel were well-paid in the District and it remained attractive to potential employees. He noted the strong teaching staff who exhibited a love of kids, as well as the strong administrative staff. Dr. Olson mentioned that teacher shortages were still an issue, especially in the quality of candidates, as well as millennials changing the workforce. He stated that the District needed to add diversity to the predominantly white staff. He was happy with the special education progress this past year with the PT3 group, the implementation of the SLC at Washington School, and the newly-introduced facilitated IEP process, but there remained more work to be done. He stressed that while the District was in good financial shape, there were many upcoming unknowns due to COVID-19 and its impact. His goals for the next year would be to focus on the facilities and central office, the next strategic plan, and the full-day kindergarten planning. He noted that communication had improved the last year and there were plans to improve it more with a more user friendly website. He stressed that we needed to focus on health and well-being, especially since the last three months has seen everyone working remotely, and more healing needed to happen. He said the District was planning for various scenarios in the fall and the reopening of schools. He concluded with a few words on the current events and the issue of race, stating that he would form a diversity committee and look at expanding the curriculum in this subject. Dr. Olson stated he would like to see the District be defined by how we overcame the problems.

NEW BUSINESS

No new business was put forth by the members.

BOARD RECESSES AND ADJOURNS TO CLOSED MEETING

At 8:50 p.m. it was moved by Board member Sanchez and seconded by Board member Sotos to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5ILCS 120/2(c)(1)]

The votes to adjourn to the closed meeting were cast as follows:

Ayes: Sotos, Sanchez, Biagi, Sales, Little, Pearl

Nays: None

Present: None

Absent: Ryles

The motion carried.

ADJOURNMENT

At 11:43 p.m. it was moved by Board member Sanchez and seconded by Board member Pearl to adjourn, which was approved by unanimous voice vote.

Signed Date: July 9, 2020.

President

Secretary