

**Official Minutes of the Monday, July 13, 2015
Board of Education Meeting**

- Call to Order The Board of Education of Community Consolidated School District 59 in County of Cook, State of Illinois, held a meeting in accordance with provisions of the Open Meetings Act, according to Illinois law, at the District 59 Administration Center, 2123 South Arlington Heights Road, Arlington Heights, Illinois on Monday, July 13, 2015. President Roberts called the meeting to order at 7:00 p.m.
- Roll Call **Members Present:** President Sharon Roberts, Vice-President Janice Krinsky and Secretary Karen Osmanski. Members Sunil Bhave, Tim Burns, Mardell Schumacher and Barbara Somogyi.
- Others Superintendent, Dr. Arthur Fessler; Associate Superintendent, Tom Luedloff; Assistant Superintendent for Business Services, Vickie Nissen; Assistant Superintendent for Instruction, Maureen McAbee; Executive Director of Human Resources, Kelley Zarfahs; Executive Director of Facilities and Operations, Tony Rossi; and Recording Secretary, Kathie Lange.
- Also Present Eydie Cohen, DEA; Jan Fisher, Purchasing - School Nutrition Coordinator; Dr. Kim Barrett, Coordinator of Literacy; Dr. Josh Carpenter, Executive Director for Assessment and Data Analysis; Griselda Pirtle, Director of ELL; Mary Gonzalez, Transportation Coordinator.
- Pledge of Allegiance** The Pledge of Allegiance to the Flag of the United States of America was completed.

**AUDIENCE
RECESS**

Mrs. Roberts welcomed everyone to the meeting and asked if anyone wished to address the Board of Education. No one came forward.

**Consent
Agenda
MOTION**

by Mrs. Schumacher, seconded by Mrs. Somogyi, to adopt the following resolution:
BE IT RESOLVED THAT on the 13th day of July 2015, the Community Consolidated School District 59 Board of Education approve the Consent Agenda as presented

- 5.01 Approval of Minutes - Prior Meetings
- a. June 8, 2015 Meeting Minutes
 - b. June 8, 2015 Closed Meeting Minutes
 - c. June 29, 2015 Special Meeting Minutes
 - d. June 29, 2015 Closed Meeting Minutes - Session I
 - e. June 29, 2015 Closed Meeting Minutes - Session I
- 5.02 Disbursements Resolution
- Disbursement Listing for 2014-15
 - Disbursement Listing for 2015-16
- 5.03 Acceptance of Financial Reports
- a. Detail Balance Sheet as of May 31, 2015
 - b. Combined Revenue and Expense Report as of May 31, 2015

student the assessment and it prompts teachers on how to help students. It

Board Minutes – 07/13/15

Item – 08/10/15 -5.01(a)

Page 3

allows teachers to group students for instruction and identify students who need intervention.

F & P Benchmark Assessment kits have Spanish materials through Level M. Griselda Pirtle and a team of teachers have put effort into creating Spanish materials from Level N through Level Z.

E-RESOURCES FOR MATH

Dr. Carpenter provided an update on the E-Resources for Math. Visioning Math - The end result: Students are able to understand and transfer skills in new and novel situations. The instructional practices supporting this approach are Math Workshop and regular opportunities to apply skills. Two days of Math CDT meetings were held in June. Dr. Carpenter stressed that many teachers are already using the Workshop approach when teaching math. Instruction time for math will increase by 25 minutes for the 2015-16 school year (total of 75 minutes of math). Jr. High teachers and students used Math IXL during the 2014-15 school year. This resource will be offered to all grade levels for the 2015-16 school year. The program gives immediate feedback to both students and teachers and also has built-in tutor capabilities.

Dr. Carpenter shared that all staff will have access to Teach and Talk for lesson design. He finds this to be a highly useful resource to compliment the ISBE Math Units. It has been difficult to find math resources in Spanish. Two free resources were discussed, LearnZillion, which does include materials translated in Spanish, and Math Illuminations.

Mrs. Roberts thanked Dr. Carpenter and Dr. Barrett for their presentations.

PROFESSIONAL LEARNING OVERVIEW AND 2015-16 FOCUS

Mr. Tom Luedloff shared the focus for Professional Learning and preparing students to be successful for life. The three goals advancing the D59 Strategic Plan are: Goal 1: StrMuengthen professional practice with a focus on embedding literacy instruction in all classrooms and content areas. Goal #2: Integrate innovative learning tools and concepts into everyday instruction and planning. Goal #3: Enhance the conditions for learning throughout the building of relationships and provide a positive learning environment.

Mr. Luedloff shared Professional Learning Highlights from 2014-15 including 17,500 in-district individual professional learning opportunities, averaging 25 sessions for certified and administrative staff. The District sent teams of administrators and staff to numerous local, state and national conferences connected to the D59 focus. Thought-leaders, such as Julie Adams, helped to challenge our thinking. Mrs. Schumacher added that the session that Julie Adams was one of the best she had attended. Overall there were over 850

fewer half and full-day release days during the 2014-15.

Board Minutes – 07/13/15

Item – 08/10/15 -5.01(a)

Page 4

**ACTION
ITEMS**

FREEDOM OF INFORMATION ACT REQUESTS

Ms. Zerfahs reported two FOIA request had been received since the June 8, 2015 meeting. The information has been provided.

BOND DISCLOSURE COMPLIANCE POLICY

MOTION

by Mrs. Schumacher, seconded by Mr. Bhawe

WHEREAS, the Board of Education (the “*Board*”) of Community Consolidated School District Number 59, Cook County, Illinois (the “*District*”), has determined that it is necessary and in the best interest of the District to ensure compliance with its responsibilities under federal securities laws, including its continuing disclosure undertakings (the “*Undertakings*”) under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the “*Rule*”), and the statements of the Securities and Exchange Commission (the “*SEC*”) in enforcement actions; and

WHEREAS, it is necessary and in the best interest of the District that the District adopt appropriate policies and procedures (the “*Disclosure Policies and Procedures*”) and training to enable the District to create accurate disclosures with respect to its (i) preliminary official statements, final official statements and any supplements or amendments thereto, disseminated by the District pursuant to the issuance by the District of any bonds, notes, certificates or other obligations, (ii) Financial Information, as required by and defined in the Undertakings to be filed with the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access (“*EMMA*”) system, and (iii) notices of Material Events or Reportable Events, each as defined in the Undertakings, and any other required or voluntary disclosures to EMMA:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of Community Consolidated School District Number 59, Cook County, Illinois, as follows:

Section 1. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. The Board and the District hereby adopt the Disclosure Policies and Procedures attached as *Exhibit A* hereto and made a part hereof and, in doing so, amend any similar disclosure policies and procedures heretofore adopted.

Section 3. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 4. All resolutions or parts thereof in conflict herewith be and Board Minutes – the same are hereby repealed and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted the 13th day of July 2015.

required by the aforesaid Act.

SECTION 3: The Board of Education Secretary shall publicly post or keep available for inspection by any interested party in the main office of this District 59 this determination of such prevailing rate of wage.

SECTION 4: The Board of Education Secretary shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Board of Education Secretary shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The Board of Education Secretary shall cause a notice to be published in a newspaper of general circulation within the area that the determination of prevailing wage has been made. Said notice shall conform substantially to the notice attached hereto. Such publication shall constitute notice that this is the determination of District 59 and is effective.

PASSED THIS 13th day of July 2015.

Roll Call	Ayes:	5	Bhave, Burns, Krinsky, Osmanski and Somogyi.	Motion Carried: 5-2-0-0
	Nays:	2	Roberts, Schumacher	
	Absent:	0		
	Abstain:	0		

BOARD POLICY REVISIONS

MOTION by Mrs. Somogyi, seconded by Mrs. Osmanski, to adopt the following resolution:

BE IT RESOLVED THAT on the 13th day of July, 2015, the Community Consolidated School District 59 Board of Education approve the following additions to the Community Consolidated School District 59 Board of Education Policy Manual.

SECTION 2 – School Board

(Rewritten) 2.250 BP --Access to District Public Records

SECTION 3 – General School Administration

(Revised) 3.40 BP -- Superintendent

(Revised) 3.50 BP --Administrative Personnel Other Than the Superintendent

(Revised) 3.60 BP --Administrative Responsibility of the Building Principal

SECTION 4 – Operational Services

(Revised) 4.45 BP --Insufficient Funds Checks and Debt Recovery

SECTION 5- Personnel

(Revised) 5.40 BP --Communicable and Chronic Infectious Disease

(Revised) 5.120 BP --Ethics and Conduct

(Revised) 5.180 BP --Temporary Illness or Temporary Incapacity

(Revised) 5.270 BP -- Educational Support Personnel

(Updated) 5.290 BP --Employment Termination and Suspensions

(Updated) 5.330 BP --Sick Days, Vacation, Holidays, and Leaves, IMRF Svc. Credit Plan

SECTION 6- Instruction

(Revised) 6.15 BP --School Accountability

(Revised) 6.40 BP --Curriculum Development

ADOPTED this 13th day of July, 2015, by a roll call vote as follows:

Roll Call Ayes: 7 Bhave, Burns, Krinsky,
Osmanski, Roberts, Schumacher and Somogyi.

Nays: 0

Absent: 0

Abstain: 0

Motion Carried: 7-0-0-0

ACCEPTANCE OF DONATION TO GROVE JR. HIGH

MOTION

by Mrs. Osmanski, seconded by Mrs. Schumacher, to adopt the following resolution:
BE IT RESOLVED THAT on the 13th day of July, 2015, the Community Consolidated School District 59 Board of Education accepts the donation of Yoga Mats, Blocks and Belts.

BE IT FURTHER RESOLVED THAT the Superintendent shall communicate to the donor, in writing, expressing the appreciation of the members of the Board of Education, and that these donations shall be listed in the “official” minutes of this meeting.

Roll Call Ayes: 7 Bhave, Burns, Krinsky,
Osmanski, Roberts, Schumacher and Somogyi.
Nays: 0
Absent: 0
Abstain: 0

Motion Carried: 7-0-0-0

APPROVAL OF REVISIONS TO NSSEO's ARTICLES OF AGREEMENT

MOTION

by Ms. Krinsky, seconded by Mr. Burns to adopt the following resolution:

WHEREAS, the Board of Education of Community Consolidated School District No. 59, Cook County, Illinois ("the Board") is a member board of the Northwest Suburban Special Education Organization ("NSSEO"); and

WHEREAS, a majority of the NSSEO Governing Board has approved proposed amendments to the NSSEO Articles of Agreement for Legal Entity ("Articles of Agreement") attached to this Resolution in redacted form (additions: ~~deletions~~) as Exhibit A, and has recommended that said amendments be approved by the NSSEO member district boards of education within ninety (90) days; and

WHEREAS, the proposed amendments to the NSSEO Articles of Agreement are intended to comply with a Memorandum dated March 27,2015 from Mr. David Andel, Division Administrator for Special Education Services, to State-Approved Directors of Special Education regarding Special Education Cooperatives as Pass-Through Entities for Federal Funds, and Illinois State Board of Education April 2015 Memorandum #10-01, Revised - ISBE Guidance Relating to Special Education Cooperative Articles of Agreement (PA 96-0769) (PA 96-0783), Effective Date: August 28,2009; and

WHEREAS, proposed amendments to the NSSEO Articles of Agreement become effective once ratified by a majority of the NSSEO member district boards of education within ninety (90) days of the Governing Board's Resolution; and

WHEREAS, the Board has heard the recommendations of the Superintendent of Schools concerning the proposed amendments; and

WHEREAS, the Board has reviewed and considered the proposed amendments to the Articles of Agreement attached to this Resolution in redacted form (additions: ~~deletions~~) as Exhibit A and has determined that the same are appropriate for ratification.

NOW, THEREFORE, be it, and the same is hereby resolved by the Board as follows:

Section 1. That the proposed amendments to the NSSEO Articles of Agreement for legal entity attached to this Resolution in redacted form (additions; ~~deletions~~) as Exhibit A are hereby ratified.

Section 2. That the Superintendent of Schools is directed to provide a certified copy of this Resolution to the NSSEO Superintendent.

Section 3. That this Resolution shall take effect upon its passage.

Member Ms. Krinsky moved that the foregoing resolution be adopted and Member Mr. Burns seconded the motion. Upon a roll call vote being taken, the members voted as follows:

The proposed resolution approves the rates as quoted by Citicare, 303 Taxi, Universal and American Logistics taxicab companies and establishes their contracted rates for the 2015/16 school year.

Mr. Bhave asked if we have requested feedback from parents on service provided by taxicab companies. Ms. Gonzalez said the District has not done that. Mrs. Somogyi asked how many students have been transported during the last school year. Ms. Gonzalez shared that during the 2014/15 school year, District 59 transported approximately 17 homeless students. and approximately eight special education students on a regular basis to outplacement programs.

The first option would be to use Citicare; they only transport students and are available from 6:00am - 6:00pm. The District can use any of the four services depending on need and circumstance.

LETTER TO THE VILLAGE OF MT. PROSPECT

President Roberts shared a letter that she would like to present to the Village of Mt. Prospect regarding the Village's assessment of \$29,520 in fees for the site work construction permit at the District's Early Learning Center addition at Holmes Junior High School.

The Development Cash Fee based on 3% of construction cost appears to represent something other than an expense that is incurred by the Village. The Board paid the \$22,000 Development Cash Fee in order to avoid the confrontation inherent with a stop work order. The Board of Education is requesting that the Trustees revisit, reconsider and waive the imposition of a \$22,000 Development Cash Fee for the Holmes Junior High Early Learning Center project.

Mr. Burns stressed that the Village of Mt. Prospect is taking money away from students. President Roberts would like to set up a date to meet with Village of Mt. Prospect representatives. Imposing these fees impacts District 57 and District 214. Mrs. Osmanski asked if it might be worthwhile to have all three districts speak with a common voice.

FINANCIAL DATA REQUEST

Dr. Fessler distributed a copy of a document with questions Mrs. Schumacher had prepared related expenses for Professional Development, conferences, coaches, the Ed Fund for 2015-16 compared to prior years and the impact of the new schedules on sporting competitions. Mrs. Schumacher shared that beginning 2-3 years ago, she started requesting information from Mrs. Gloede

regarding expenses related to travel, food and professional development and from time to time she would request updates. Mrs. Schumacher tracks these expenses each month as she receives the financial reports from Business Services in the Board Packet. Dr. Fessler noted that the reports that were provided to Mrs. Schumacher took several hours to prepare. Mrs. Schumacher stated that she was only looking for totals and not the comprehensive reports that were provided.

Mrs. Schumacher stated she is trying to create an awareness of expenses for these activities. President Roberts stated that Mr. Burns and Mrs. Roberts represent the Board on the Finance Committee and that Mrs. Somogyi is an alternate, so the Board does have awareness. In addition, Mrs. Roberts stated that Board of Education had the final approval on the budget.

BOARD MEMBERS REQUESTS FOR INFORMATION

Dr. Fessler asked that if a Board member is requesting information that will take a few hours to a few days to prepare, he would like to confirm that the request is at the pleasure of the Board. President Roberts stated that the protocol is to make the request of the superintendent. Mrs. Roberts added that the Board of Education had one employee, the superintendent. When a board member is making a request, they should ask the superintendent, not the employee. This Board protocol was in place before Dr. Fessler was hired. Ms. Krinsky stated that she had recently asked for 3rd grade reading scores. Dr. Fessler suggested that the Board could talk about the topic as a full board and see if that request is something the full Board would like to request. President Roberts stated that the request for the 3rd grade reading scores could be added as a Discussion Item for the next scheduled meeting.

Mrs. Osmanski stated there are times she has sent an SLT member an email directly with a question and Cc'd Dr. Fessler and President Roberts. She asked for clarification on whether she followed protocol. Dr. Fessler stated that if the request was something quick and easy, the Board member could email an SLT member and Cc: both the superintendent and the Board president. Dr. Fessler stated that he needs/wants to be aware of all requests made to any staff member, thus the reason for this process. Mrs. Somogyi asked what the process would be when a board member is contacted by a staff member directly. It was suggested that the Board member would go the superintendent and Cc: the Board President.

Mrs. Roberts stated that Board members cannot "Reply to All" when responding to an email as it would be violation of the Open Meetings Act. President Roberts added that the Board of Education document would be

updated to reflect changes. Mr. Burns asked to move to closed session, but retracted the motion.

Board Minutes – 07/13/15

Item – 08/10/15 -5.01(a)

Page 12

PE WAIVER RENEWAL

District 59 is out of compliance with the Illinois School Code that requires daily physical education for students in grades K-5. The district was granted a Waiver for the 2014-2015 and 2015-2016 school years and needs to submit a renewal to extend the Waiver for the 2016-2017 and 2017-2018 school years. The Waiver will allow for continued modification of the daily physical education requirement for Kindergarten through grade 5 students.

Although K-5 students have daily recess and physical activity breaks, they typically have physical education class once every 3 days. Through the leadership of our PE teachers and school administrators, the opportunities for daily physical activity and movement for students have increased considerably since the initial Waiver application in January 2014. Daily movement/physical breaks are now a standard part of the elementary school day. Students spend a minimum of 15 minutes each day in movement activities in addition to their PE classes and recess time but this type of movement activity does not meet the criteria for physical education. Current space and staffing do not allow us to be fully compliant with the daily physical education requirements at this time, so a 2-year renewal of the PE Waiver is being requested. This will give us additional time to consider and plan for how to meet the requirement in future years. A district can apply/receive up to 3 renewals of the PE Waiver (maximum of 6 years total).

Community Consolidated School District 59 must apply for a waiver after holding a public hearing that will allow for modification of the existing daily physical education requirement for Kindergarten through grade 5 students as set forth by Illinois School Code 105 ILCS Sec. 5/27-6.

In order to engage in the waiver process, the following must occur:

The Board of Education needs to hold a special meeting / public hearing to receive public comment on the proposed waiver. This cannot be held on a regular board meeting night.

The District's website needs to advertise the special meeting / public hearing at least fourteen (14) calendar days before it occurs and provide notice to a variety of recipients including: the local paper, the DEA, and state legislators.

The Board of Education will need to vote to approve submission of the waiver to the State Board (and ultimately to the Illinois General Assembly) for consideration and action. That can be done on the same day that the board hold its special board meeting on the waivers. The Board will need to determine the special meeting date in order to meet the waiver submission date of Friday, August 14, 2015.

Mr. Bhave asked for clarification on the space limitations. Mrs. McAbee explained that currently with the number classes that we have, there are no additional time slots available in the gym. She added a group of PE teachers have been meeting to look at ways the District can meet the daily PE requirement. Dr. Fessler added that the District would need to approve additional costs if we were to hire additional PE teachers.

Mr. Bhave expressed that Jr. High Interscholastic sports is expensive and may not be an equitable use of funds when looking at the needs of all students.

APPROVAL OF APPOINTMENT OF ILLINOIS MUNICIPAL RETIREMENT FUND AUTHORIZED AGENT

The Illinois Municipal Retirement Fund (IMRF) was created in 1939 by the Illinois General Assembly and began operations in 1941. Since 1941, IMRF has provided employees of local governments and school districts in Illinois, with the exception of the City of Chicago and Cook County, a system for the payment of retirement, disability and death benefits.

As an IMRF employer, Community Consolidated District 59 needs to appoint an IMRF Authorized Agent. Previously the IMRF Authorized Agent was Ruth Gloede. With Ruth's retirement, it is recommended that Vickie Nissen be appointed as the IMRF Authorized Agent.

The proposed resolution recommends Vickie Nissen as the IMRF Authorized Agent.

BOARD PLANNING CYCLE

President Roberts shared a document outlining the Annual Board Governance Cycle. Once the document has been finalized, the hope is that it will be added to the District 59 website.

NEW/OLD BUSINESS

Mr. Rossi shared that August 21, 2015 is the tentative date for a Ribbon Cutting Ceremony at the ELC.

Mrs. Schumacher asked if the Family Reference Guide is being printed. Dr. Fessler stated it is no longer being printed, but is available online. Dr. Fessler stated that the Family Reference Guide could be printed if that is what the Board desires.

ADMIN Academy will bring CASEL in house on August 11, 2015 8:30am - 3:30pm at Grove Jr. High.

Board Minutes – 07/13/15
Item – 08/10/15 -5.01(a)
Page 14

MOTION at 10:29 p.m. by Ms. Krinsky, seconded by Mrs. Osmanski, to adopt the following resolution:

BE IT RESOLVED THAT on the 13th day of July, 2015, the Community Consolidated School District 59 Board of Education recess in a closed meeting to discuss “the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body...”, “Collective bargaining matters...” and “...matters relating to individual students”-5ILCS 120/2 (c) (1,2&10) of the Open Meetings Act.

Roll Call Ayes: 7 Bhave, Burns, Krinsky,
Osmanski, Roberts, Schumacher and Somogyi.

Nays: 0

Absent: 0

Abstain: 0

Motion Carried: 7-0-0-0

MOTION at 11:05 p.m. by Mrs. Osmanski, seconded by Mrs. Schumacher, to adopt the following resolution:

BE IT RESOLVED THAT on the 13th day of July 2015, the Community Consolidated School District 59 Board of Education meeting is reconvened.

Roll Call Ayes: 7 Bhave, Burns, Krinsky,
Osmanski, Roberts, Schumacher and Somogyi.

Nays: 0

Absent: 0

Abstain: 0

Motion Carried: 7-0-0-0

DISCUSSION ITEMS

If there are Board members planning to attend the NSBA National School Board Association Conference, April 9 -11, 2016 in Boston, we may need to change the April 11, 2016 Board meeting date.

MOTION at 11:08 p.m. by Mr. Bhave, seconded by Mr. Burns, to adopt the following resolution:

BE IT RESOLVED THAT on the 13th day of July 2015, the Community Consolidated School District 59 Board of Education meeting is adjourned.

