

**Official Minutes of the Monday, January 9, 2017
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, January 9, 2017. The meeting was called to order at 7:00PM.

Roll Call **Members Present:** President Barbara Somogyi, Vice-President Janice Krinsky, Karen Osmanski, Secretary - Members: Sunil Bhawe, Tim Burns, Sharon Roberts and Mardell Schumacher

Members Absent: none

Others Superintendent, Dr. Arthur Fessler; Associate Superintendent, Tom Luedloff; Assistant Superintendent for Business Services, Vickie Nissen; Ben Grey, Assistant Superintendent for Innovation and Communications; Assistant Superintendent for Human Resources, Kelley Zerbahs; Assistant Superintendent for Educational Services, Karen Starr; Assistant Superintendent for Instruction, Maureen McAbee; Executive Director of Student Growth and Accountability, Dr. Josh Carpenter; and Recording Secretary, Kathie Lange.

Also Present Eydie Cohen, DEA President; Janet Fisher, Purchasing/School Nutrition Coordinator; Mrs. Mary Ellen Esser, Admiral Byrd Principal; Mrs. Emily Woemmel, Byrd Assistant Principal; Mr. Phil Stevens, Grove Jr. High Assistant Principal; Dr. Rob Bohanek, Ridge Principal; Rachel Solomon, Clearmont Principal; Mr. Dan Allaway, Clearmont Assistant Principal; Mrs. Laura Sandoval, Salt Creek Principal; Mrs. Jessica Goczkowski, teacher at Admiral Byrd; Mrs. Liz Greenberg, teacher at Admiral Byrd; Admiral Byrd students: Jasmine Luoren, Colin Burns, Meghan Burns, Aleksandra Petrovic, Andy Gutierrez, Yocelyn Villatoro, Samantha Dailey, Ashley Braude,

Pledge of Allegiance The Pledge of Allegiance to the Flag of the United States of America was recited.

AUDIENCE RECESS

No one came forward to address the Board of Education.

BRYD ELEMENTARY SCHOOL PRESENTATION

3rd & 4th Grade Service Learning Passion Project

Mrs. Mary Ellen Esser gave background information on the 3rd and 4th grade Service Learning Passion Project.

Mrs. Jessica Goczkowski and Mrs. Liz Greenberg introduced the following 3rd & 4th grade students from Byrd Elementary:

Jasmine Luoren
Colin Burns
Meghan Burns

Aleksandra Petrovic
Andy Gutierrez
Yocelyn Villatoro
Sami (Samantha) Dailey
Ashley Braude

The students shared the process they followed for a Service Learning Passion Project. The focus of the project was to help brighten the day for sick children at St. Alexius Hospital by providing them with fun craft activities. The students created craft kits which contained written directions and all the materials needed to make a craft.

More than 300 craft kits were created for the children at St. Alexius Hospital, along with 400 get well cards in both English and Spanish. The craft kits and cards were delivered to the hospital over winter break.

Board members shared their appreciation for what the students at Byrd school did to help the community and complimented the students on the excellent presentation.

CONSENT AGENDA

Mr. Bhavne requested to pull item 6.01 in order to abstain from the vote on the minutes.

Ms. Krinsky indicated that she would like to amend the minutes from December 12, 2016.

Dr. Burns requested to pull item 6.04 for discussion.

MOTION

by Mrs. Roberts, seconded by Mrs. Schumacher to adopt the following resolution:

BE IT RESOLVED THAT on the 9th day of January 2016 the Community Consolidated School District 59 Board of Education approve the Consent Agenda as presented:

~~6.01 Approval of Minutes-Prior Meetings~~

- ~~a. December 12, 2016 Regular Meeting Minutes~~
- ~~b. December 12, 2016 Closed Meeting Minutes~~

6.02 Disbursements Resolution

- a. January 9, 2017 Disbursement Listing for FY 2016-17

6.03 Acceptance of Financial Reports Reports

- a. Detail Balance Sheet as of November 30, 2016
- b. Combined Revenue and Expense Report as of November 30, 2016
- c. Investment Report as of November 30, 2016
- d. Activity Fund Statements as of November 30, 2016

~~6.04 Acceptance of Recommendations: Human Resources Report~~

- ~~a. Certified Contracts~~
- ~~b. ESP Contracts~~
- ~~c. ESP Termination~~
- ~~d. ESP Temporary Contract~~
- ~~e. CAMEO Contracts~~
- ~~f. CAMEO Termination~~
- ~~g. Certified Lane Changes~~

6.05 Approval to Destroy 18 Month Old or Older Closed Session Recordings

Roll Call

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

Motion carried: 7-0-0-0

7-0-0-0

6.01 Approval of Prior Minutes

Ms. Krinsky requested that 6.01 a. December 12, 2016 Regular Meeting minutes be amended. Under REPORTS OF THE BOARD OF EDUCATION, she requested to strike: Shining Stars Program at Hersey High School and add: Presentation at NSSEO Governing Board Meeting by students in the Deaf and Hard of Hearing program at Hersey High School.

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

BE IT RESOLVED THAT on the 9th day of January, 2017 the Community Consolidated School District 59 Board of Education approve the minutes of the following meetings (as amended) by Board action:

- a. December 12, 2016 Regular Meeting Minutes
- b. December 12, 2016 Closed Meeting Minutes

Roll Call

Ayes:	6	Burns, Krinsky, Osmanski, Roberts, Schumacher, and Somogyi
Nays:	0	
Absent:	0	
Abstain:	1	Bhave

Motion carried: 6-0-0-1

6.04 Acceptance of Recommendations: Human Resources Report

MOTION by Dr. Burns, seconded by Mrs. Roberts to adopt the following resolution:

BE IT RESOLVED THAT on the 9th day of January, 2017 the Community Consolidated School District 59 Board of Education approve the following Human Resources items:

- a. Certified Contracts
- b. ESP Contracts
- c. ESP Termination
- d. ESP Temporary Contract
- e. CAMEO Contracts
- f. CAMEO Termination
- g. Certified Lane Changes

Dr. Burns explained that he supports the recommendations on the Human Resource Report, but he wonders if, in the future, the Board should consider a policy that would give direction with respect to a certain amount of time between service on the Board of Education and the opportunity for a former Board member to be hired by the District. Dr. Burns stressed that he is not suggesting that there are any improprieties.

Mrs. Somogyi will check with other districts to see if they have implemented any policies of that nature and report back to the Board.

Roll Call

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

Motion carried: 7-0-0-0

REPORTS OF THE BOARD OF EDUCATION

Mrs. Schumacher shared that she met with Ms. Nissen to get clarification on the cost for:

1. Snacks ELC students prepare for class
2. Translation costs

Mrs. Somogyi, Mrs. Schumacher and Dr. Burns attended the Facilities Planning and Advisory Committee Meeting.

Mrs. Somogyi also attended the Insurance and Employee Wellness Committee Meeting.

SPECIAL INTEREST TOPIC

FOIA REQUESTS

The District received one commercial FOIA request.

ACTION ITEMS

ADOPTION OF BOARD POLICIES

MOTION by Mrs. Roberts, seconded by Ms. Krinsky to adopt the following resolution:

BE IT RESOLVED THAT on the 9th day of January 2017, the Community Consolidated School District 59 Board of Education approve the following updates to the Community Consolidated School District 59 Board of Education Policy Manual.

SECTION 2 - Board of Education

2:110 SCHOOL TREASURER

SECTION 4 - Operational Services

4:110 - TRANSPORTATION

4:30 REVENUE AND INVESTMENTS

4:80 - ACCOUNTING AND AUDITS

SECTION 6 - Instruction

6:140 - HOMELESS

SECTION 7 - Students

7:50 - ADMISSIONS AND TRANSFERS

7:250 - STUDENT SUPPORT SERVICES

Roll Call

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

Motion carried: 7-0-0-0

PROGRAM FEE FOR TYPICALLY DEVELOPING PRE-SCHOOL STUDENTS FOR THE 2017/2018 SCHOOL YEAR

MOTION by Ms. Krinsky seconded by Mrs. Osmanski to adopt the following resolution:

WHEREAS, the Community Consolidated School District 59 will provide pre-school programming for special education, at-risk and typically developing children during the 2017/18 school year; and

BE IT RESOLVED THAT on the 9th day of January, 2017, the Community Consolidated School Board of Education approve the following for the 2017/18 pre-school program for typically developing students:

- 4-Day: September - June: \$220 per month (\$1,100 per semester, \$2,200 per year);
- The school day (two and one-half hours) and school week,

<u>Time</u>	<u>School Week</u>
8:15 - 10:45 a.m.	4-Day (M, T, Th, F)
12:00 - 2:30 p.m.	4-Day (M, T, Th & F)

- And, require the first month fee to be paid at the time of confirmation of placement in the program, with a family eligible for a refund of the first month payment through July 31, 2017.

Ms. Nissen confirmed that students who qualify for the At Risk Program, do not pay program fees for preschool.

Roll Call

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

Nays: 0

Absent: 0

Abstain: 0

Motion carried: 7-0-0-0

K-8 INSTRUCTIONAL MATERIALS FEES: 2017/2018 SCHOOL YEAR

MOTION

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

WHEREAS, the Administration has recommended the Instructional Materials Fees be established for the 2017/18 school year to cover a portion of the cost of instructional materials and supplies:

BE IT RESOLVED THAT on the 9th day of January, 2017, the Community Consolidated School Board of Education maintain a \$35 Instructional Materials Fee for half-day kindergarten students, a \$55 Instructional Materials Fee for a full-day kindergarten through fifth grade students, and a \$65 Instructional Materials Fee for sixth through eighth grade students.

ACCEPTANCE OF DONATIONS TO BRENTWOOD ELEMENTARY SCHOOL, DES PLAINES ALDERMAN, MR. DICK SAYAD

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

BE IT RESOLVED THAT on the 9th day of January, 2017, the Community Consolidated School District 59 Board of Education accepts the donation of a 55” flat screen television, a tv mounting bracket, and a video camera from Des Plaines Alderman, Mr. Dick Sayad, 4th Ward, City of Des Plaines, 1420 Miner Street, Des Plaines, IL 60016.

BE IT RESOLVED THAT on the 9th day of January, 2017, the Community Consolidated School District 59 Board of Education accepts the donation of a 55” flat screen television, a tv mounting bracket, and a video camera to Brentwood Elementary School to be used in the school’s front office, for various communication needs of the school’s news crew, student body, student families, and school staff.

BE IT FURTHER RESOLVED THAT the Superintendent shall communicate to the donors, 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.

Dr. Burns had a question about whether there is a screening process for donations.

Mr. Bhave asked about the timing of the thank you letter sent from the school to the donor and the donation coming before the Board of Education for acceptance. After some discussion, Dr. Fessler suggested members of the Policy Committee meet to discuss the Donation Policy further.

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
ITEM**

APPOINTMENT OF SUPERINTENDENT TO CAUSE A BUDGET TO BE PREPARED FOR FISCAL YEAR 2018

Section 5/17-1 of the Illinois School Code requires an annual budget to be prepared in tentative form by “... some person or persons designated by the board, and in such tentative form shall be made conveniently available to public

inspection for at least 30 days prior to final action thereon.” Members of the Board of Education will designate the Superintendent to cause a tentative budget to be prepared for the 2017-18 fiscal year based on the following budget parameters:

- In accordance with Board approved Fund Balance Policy;
- Allocate costs associated with implementing the District Strategic Plan;
- Project staffing based on enrollment projections, proposed staffing plans and frameworks;
- Allocate salary costs based on Board authorized percentage increases and negotiated agreements;
- Allocate insurance benefit costs based on projections and plans as identified through the Insurance Committee process;
- Allocate facilities, equipment and capital improvement project costs adopted by the Board of Education;
- Allocate funds to support District technology plan;
- Allocate funds to support District initiatives;
- Restructure budgets as deemed necessary to meet financial goals;
- Allocate in alignment with other assumptions and strategies as set forth in Long-Term Financial Plan representative of the Board’s goal to maintain its State Financial Profile Recognition status.

In addition, the Local Government Travel Expense Control Act, 50 ILCS 150/10, and Board of Education Policies 2:125 and 5:60 requires the Board of Education to review the maximum allowable reimbursement amount (MARA). The adoption of this resolution will set that amount equal to the budgeted travel expenses amount for the 2017-18 fiscal year.

BOARD POLICY CHANGES - PRESS UPDATE #93

In addition to the recommendations from IASB in Press Update #93, the following edits were suggested by members of the Board of Education:

- 2:110 Change “office’s duties” to “duties of the office”
- 2:120 Removing the header: “Professional Development, Adverse Consequences of School Exclusion; Student Behavior”
- 2:220 Remove the sentence: “If a meeting requires additional time beyond 10:00 p.m., the membership of the Board shall be polled to determine if the meeting should be continued and the length of time of the continuance.”

DONATION/FUNDRAISING POLICY

The most recent suggestions for revision to the donation policy were reviewed by the Board of Education. Dr. Fessler requested that Mrs. Schumacher and Mrs. Roberts meet to further discuss and continue to review the Donation/Fundraising policy based on questions presented by the Board.

ADMIN CENTER BID ALTERNATIVES

Mrs. Schumacher had requested this topic be added to the agenda. She is requesting that the bids include items that can be deducted from the plans.

Dr. Fessler confirmed that the bid packets are already prepared, but that the Board can reject any bids that they do not like.

AWARD OF BID FOR PURCHASE OF REPLACEMENT SCHOOL BUS

Ms. Fisher shared that a Call to Bid was issued for the purchase of a thirty (30)-passenger school bus for use in the School District transportation program. The new bus shall replace a 2007 bus that has approximately 79,000 miles on it. The high mileage along with the age of the bus has resulted in an increased number of repairs to keep it running reliably. The delivery of the new vehicle is intended to occur within the 2016/17 fiscal year.

Bidders were asked to provide pricing for a 2017 bus, as well as an alternate bid for a 2016 model. In addition, bidding companies were asked to include in their bid proposal a trade-in value for the District's 2007 bus. This trade-in allowance shall be deducted from the bidder's base price.

The lowest bid, submitted by Midwest Transit Equipment, was for a 2017 bus. In reviewing the Midwest Transit Equipment bid submittal, it has been determined that the unit quote meets the District's specifications. Thus, it is recommended the bid be awarded to Midwest Transit Equipment for \$58,017.00, less \$8,300 trade-in allowance, for a total award of \$49,717.00. The budgeted amount for this purchase was \$50,500.00.

NEW/CONTINUING BUSINESS

BOARD BELIEF STATEMENTS

The final draft of the Board Belief Statements was shared with the Board of Education. The draft will come back to the Board for action on January 23, 2017.

FOLLOW-UP FROM IASB WORKSHOP

The Board reviewed the information from the March 2016 Family and Community Engagement Workshop facilitated by IASB Field Services Director, Mrs. Barbara Toney. Mrs. Somogyi expressed interest in reviewing the list of topics from the IASB Family and Community Engagement Workshop and bringing the topic back to the Board in a month or two.

LEGISLATIVE ISSUES FOR THE SUMMIT

Mrs. Somogyi requested that Board members contact her with topics they would like discussed with legislator during the upcoming Alliance Leadership Summit. Dr. Burns, Mrs. Somogyi and Dr. Fessler will be in Springfield in February attending the 2017 Summit.

REPORTS OF THE SUPERINTENDENT’S TEAM

STUDENT DEVICE COST ANALYSIS

Mr. Grey provided a report to the Board outlining the cost of repairs for student electronic devices.

CLOSED SESSION

No Closed Session was held.

ADJOURNMENT

MOTION at 9:22 PM by Dr. Burns, seconded by Mrs. Roberts to adopt the following resolution:

BE IT RESOLVED THAT on the 9th day of January, 2017, the Community Consolidated School District 59 Board of Education meeting is adjourned.

Roll Call

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

Motion carried: 7-0-0-0

Barbara Somogyi, President

ATTEST

Karen Osmanski, Secretary