

## **ARLINGTON HEIGHTS SCHOOL DISTRICT 25**

1200 S. Dunton Ave.  
Arlington Heights, Illinois 60005

### **School Board Meeting Minutes January 19, 2017**

David Page, President of the Arlington Heights School District 25 Board of Education, called the meeting to order on January 19, 2017 to accept a motion to adjourn into closed session at 7:14 p.m. The meeting was held at Dryden Elementary, 722 S. Dryden Place, Arlington Heights, Illinois.

The meeting was noticed for closed session to discuss Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the District, **5 ILCS 120/2 (c)(1)**; Possible Litigation, **5 ILCS 120/2 (c)(11)**; Collective Negotiation Matters, **5 ILCS 120/2 (c)(2)**; Release or Hold of Closed Session Minutes and Destruction of Audiotapes per Board Policy 2:220-E1, **Section 2.06. 5 ILCS 120/2 (c)(21)** review closed session minutes, **5 ILCS 120/2 (c)(21)**.



#### **Regular Meeting**

David Page, President of the Arlington Heights School District 25 Board of Education, called the meeting to order on January 19, 2017 at 7:32 p.m. The meeting was held at Dryden Elementary, 722 S. Dryden Place, Arlington Heights, Illinois. Roll call was noted and the Pledge of Allegiance said.

Board members present: David Page, Diana Chrissis, Brian Cerniglia, Denise Glasgow, Rich Olejniczak, Chuck Williams and Erin Johannesen.

Others Present: Dr. Lori Bein, Superintendent; Dr. Eric Olson, Assistant Superintendent for Student Learning; Jake Chung, Assistant Superintendent for Personnel and Planning; Stacey Mallek, Assistant Superintendent for Business/Chief School Business Official; Aimée LeBlanc, Assistant Superintendent for Student Services; Ryan Schulz, Director of Facilities Management; Chris Fahnoe, Director of Technology and Assessment; Adam Harris, Communications Coordinator; Debbie Williams, recording secretary; staff and community.

#### **Recognitions and Presentations**

Jason Coyle, from Baker Tilly, LLC, presented the 2015-16 Audit Report. The district files the Annual Financial Report required by the State of Illinois, as well as a Comprehensive Annual Financial Report (CAFR). This provides a higher level of transparency and qualifies the District for the Certificate of Excellence in Financial Reporting.

Mr. Coyle referenced the district balance sheet showing assets, low liabilities, and equity. The audit provides detail individual fund financial statements, including a statement of net pension funds, which still has a healthy balance. The report provides detail behind the financial numbers. There is a statistical section and ten

years of financial data showing trends in tax revenues, debt, and operational history. A management letter is included and has no recommendations. The goal of the audit is to provide transparency and open communication.

Mr. Page thanked Mr. Coyle for his report and is happy the district is fiscally sound. He extended a thank you to Ms. Mallek and the business department for their fine work and validation as acknowledged by the CAFR.

#### Community Input

Erin Blackburn, (E. Mayfair, Arlington Heights) favoring full day kindergarten, asked the Board to give thoughtful consideration to implementing full day kindergarten in District 25 in the near future.

#### Consent Agenda

**Motion:** C. Williams moved and D. Chrissis seconded the motion that the Board of Education approve those items on the Consent Agenda as follows: (A) Personnel Report and Addendum to Personnel Report; (B) Treasurer's Report; (C) Invoices; (D) Regular and Closed Session Meeting minutes of December 15, 2016; (E) Hold Closed session minutes of July 14, 2016 through December 15, 2016, per Board Policy 2:220-E1; (F) Hold Audiotapes January 15, 2015 and June 18, 2015 per Board Policy 2:220-E1; and (G) Destruction of Audiotapes February 19, March 19, April 9, April 30, and May 28, 2015 per Board Policy 2:220-E1. Roll Call: D. Chrissis, yes; C. Williams, yes; B. Cerniglia, yes; D. Glasgow, yes; E. Johannesen, yes; D. Page, yes; and R. Olejniczak, yes. Motion carried 7/0.

#### Communications:

The following reports were given:

- NSSEO – Ms. Johannesen reported NSSEO will be holding a fundraiser at the California Pizza Kitchen; a Winter Wonderland with outdoor activities will be held February 11, from noon to 4:00 pm; and Kirk and Miner transition students were in the spotlight January 23<sup>rd</sup>.
- ED-RED – Stacey Mallek reported the ED-RED meeting was held Friday, January 13, 2017, to discuss the results of the Lame Duck Session. Pension reform was expected, but nothing was done. Property tax relief has been a focus, but it does not necessarily mean a freeze for homeowners. ED-RED is not supportive of this current bill. Illinois has gone two years without a state budget and it is highly unlikely a budget will be passed for 2017-18. There are now 433 House Bills, but the number is expected to grow to over 5,000. Ms. Mallek reported lead testing is now required in all schools. Mr. Schulz is aware of that requirement and timeline.

Mr. Williams noted the 46<sup>th</sup> Annual ED-RED Legislative Dinner and Workshops will be held Monday, January 30, 2017. Three workshops will be offered. They are:

1. ESSA: Accountability
2. School Funding Reform Discussions
3. K-12 Readiness/Dual Credit

The following reports were received:

- PTA – Katie Washco and Kim Kusiciel reported the school year is at a mid-point. They reported that through the efforts of nine schools, \$100,000 has been raised; over 400 volunteers have participated; ten cultural arts events have taken place; 18 clubs are active; and over 100 social events have taken place.

The PTA Council is making plans for next year. A mixer may be held and the PTA will continue to strengthen its partnership with the district to bring in speakers. January will see a Reflections reception, artwork on display, and continued regional training.

There were no reports from the following:

- IASB
- ABC/25 Foundation
- ATA

#### Committee of the Whole Reports

##### **Student Learning**

##### 2016/2017 Summer U and ESY Summer School

Dr. Eric Olson, Ms. Aimée LeBlanc and Ms. Andrea Luessow presented. Ms. LeBlanc reported Extended School Year (ESY) was held at Greenbrier Elementary and enrollment at 68, was similar to last year. In grades K-5, there were 92 students in 15 classes, with additional teaching assistant support provided as needed. In grades 6-7, there were two classrooms with a total of 13 students. There was a slight decrease in ESY expense this year due to a small decrease in transportation costs.

Ms. Luessow reported Summer U was held at South Middle School. A total of 66 classes were held for 778 students. This included 192 EL students making up 14 classes. Summer U classes consisted of 17 review classes, 31 enrichment classes, two sections of keyboarding classes, and two sections of handwriting classes. Registration fees amounted to almost \$94,000. After taking into account refunds and expenditures, there was a final balance of \$9,492.02.

Ms. LeBlanc said that Early Childhood students currently attend two and one-half hour sessions at school Monday through Thursday. The proposed change would align summer EC student attendance with current school year attendance. Also recommended is to split K-7 attendance into two sessions. Reading/Language Arts would be from 9:00 am – 10:25 am, and Math would be held from 10:30 am – 11:55 am. This change would meet the needs of students and allow for better organization of instruction.

The dates for 2017 were presented:

Summer U	June 13 – 20
ESY	June 13 – July 14
Camp Invention	July 10 – 14
Summer Band	Beginning of August

Asked if registration is extended to students outside D25 boundaries, Ms. Luessow responded that only students within Arlington Heights School District 25 boundaries are permitted to register. Families, including those that home school their children living in D25 boundaries, may register their children online.

#### K-5 Word Study Curriculum Adoption

Dr. Olson noted the detail on the K-5 Word Study curriculum was presented at the December 15, 2016 meeting. This curriculum includes a print version and has been included in the budget for 2017. It will align the spelling and vocabulary curriculum across the district and ensure we have the best programs going forward. Our goal is to increase reading and writing support with explicit instruction. Resources will be provided to all students.

**Motion:** C. Williams moved and D. Chrissis seconded the motion that the Board of Education approve the adoption of the following Word Study programs as part of the K-5 Literacy curriculum as presented:

- Kindergarten through 3<sup>rd</sup> grade – *Fountas and Pinnell Word Study Lessons: Letters, Words, and How They Work*
- 4<sup>th</sup> and 5<sup>th</sup> grades – *Words Their Way: Word Study in Action*
- Kindergarten through 3<sup>rd</sup> grade – *Handwriting Without Tears*

Roll Call: D. Chrissis, yes; C. Williams, yes; B. Cerniglia, yes; D. Glasgow, yes; E. Johannesen, yes; D. Page, yes; and R. Olejniczak, no. Motion carried 6/1.

#### Middle School Social Studies Curriculum Adoption

Dr. Olson reported the Social Studies Committee, formed in 2014, was made up of all middle school social studies teachers, building level administrators, Melanie Zenisek, and him. Several programs were reviewed and it was decided to pilot *Discovery Education* and *McGraw-Hill* in 2015-16, but also determined to look at additional resources. *TCI: History Alive* was also piloted. The committee was in agreement that *TCI: History Alive* was most ideal. It provides a multi-faceted learning experience with lessons starting with an Essential Question, incorporating graphic note taking, group work, and hands on discovery. It provides accessibility. The student text provides reading out loud, the ability to increase the font size or enlarge images, and student text can also be viewed online in Spanish. This curriculum provides primary resources and an extensive media library. Materials included are:

Grade 6: *TCI History Alive! The Ancient World*

Grade 7: *TCI History Alive! The United States Through Industrialism*

Grade 8: *TCI History Alive! The United States Through Modern Times*

The cost would cover a class set of textbooks for each teacher and the online subscription for all students and teachers for six years. This was budgeted for 2016-17.

Amy Weiss, Global Perspectives teacher at South Middle School, piloted the curriculum beyond the window and found it to be awesome! It provides a level of access and accommodation to all students, helps make the classroom an exciting place to learn, makes history relevant in today's time, and allows students to take

charge of their learning by formulating ideas and respectfully disagreeing with others.

Board members noted that when students take charge of their own learning, an increase in depth of understanding and critical thinking occurs. Asked about families that may not have a computer, administration said one would be provided.

### **Business and Finance**

#### Resolution adopting a disclosure compliance policy

Ms. Mallek presented a document developed and recommended by the District bond legal counsel, Chapman and Cutler LLP. This is beyond the recommendations of the Illinois Association of School Boards, but under the securities laws, the District has certain responsibilities. The disclosure compliance policy is recommended to establish current practices related to accurate disclosure associated to our bond sale, including our Official Statements, Annual Financial Information and EMMA notices.

#### Annual Report on Tax Exempt Bonds

Ms. Mallek noted that, according to policy, she is to review the District's contracts to determine whether the Tax Advantaged Obligations comply with the federal tax requirements applicable to each issue of the Tax Advantaged Obligations. She has reviewed all compliance matters with Elizabeth Hennessey of William Blair, and believes the District is in compliance with all requirements. The IRS has not examined the issuance of the Tax Advantaged Obligations nor requested a response to a compliance check, questionnaire or other inquiry.

#### 2017-18 Student Fees

Ms. Mallek brought forward proposed student fees for 2017-18. Transportation fees will reflect a three percent increase in the transportation contract. This fee will increase from \$370 per year to \$380 per year for 2017-18.

There will be no increase in school lunch pricing for next year. Based on the reauthorization of the National Child Nutrition program passed through Congress in December 2010 and Section 205, we are currently within \$0.03 of the national requirement based on the increase in our lunch fees last year.

There will be no change in student fees. The cost of additional items such as calculators, recorders, gym shirt, gym shorts, etc., will reflect the District's cost to purchase these items.

The District is looking at options to decide if a technology fee should be implemented. With the 1-1 Chromebook program at the middle schools, we may decide to offer an insurance option for parents if their child requires or would want 24/7 access to their device.

### **Building and Grounds**

#### 2017 Capital Projects Approval

Mr. Schulz brought forward the list of capital projects as presented at the December 15, 2016 board meeting with the addition of \$30,000 to cover the anticipated

replacement costs of the Patton underground water main. The water main broke on January 5, 2017. At that time the water main was repaired, but it was determined it was in need of complete replacement. The 2017 capital project total is \$5,573,964.

**Motion:** D. Chrissis moved and R. Olejniczak seconded the motion that the Board of Education approve the 2017 capital projects as presented. Roll Call: B. Cerniglia, yes; D. Glasgow, yes; E. Johannesen, yes; D. Page, yes; D. Chrissis, yes; C. Williams, yes; and R. Olejniczak, yes. Motion 7/0.

#### Award Windsor Bid Packages

Mr. Schulz brought forward the recommendations for motions regarding the award of Windsor bid packages. He stated that these motions would carry a conditional approval based upon approval by the Village of Arlington Heights through their Design Commission, Plan Commission and adopts the necessary Village Ordinance through their Board of Trustees.

**Motion:** B. Cerniglia moved and D. Chrissis seconded the motion that the Board of Education award the Windsor Bid Packages as follows:

- a. That the Board of Education conditionally award Bid Package #1, Base Bid and alternates #6 and #9 for Site Work and Concrete to Riemer Engineering in the amount of \$3,477,668 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager
- b. That the Board of Education conditionally award Bid Package #2, Base Bid and alternate #9 for Masonry to J&E Duff in the amount of \$981,052 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
- c. That the Board of Education conditionally award Bid Package #3, Base Bid and alternate #7 for Structural and Miscellaneous Steel to Mechanical and Industrial Steel Services, Inc. in the amount of \$416,975 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
- d. That the Board of Education conditionally award Bid Package #4, Base Bid and alternates #3, #4, #6, #7, #8 and #11 for General Trades to R.B. Construction in the amount of \$721,264 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
- e. That the Board of Education conditionally award Bid Package #5, Base Bid and alternate #5 for Roofing to Elens & Maichin Roofing in the amount of \$1,044,400 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
- f. That the Board of Education conditionally award Bid Package #6, Base Bid for Aluminum & Glazing to Rock Valley Glass in the amount of \$204,930 for

- Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
- g. That the Board of Education conditionally award Bid Package #7, Base Bid and alternates #3, #4, #6, #7 and #11 for Framing & Drywall, Acoustical, Painting, and Flooring, to Monarch Construction in the amount of \$964,159 Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
  - h. That the Board of Education conditionally award Bid Package #8, Base Bid and alternates #3 and #4 for Fire Protection to C.L. Doucette in the amount of \$123,900 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
  - i. That the Board of Education conditionally award Bid Package #9, Base Bid and alternates #3 and #4 for Plumbing to DeFranco Plumbing in the amount of \$486,687 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
  - j. That the Board of Education conditionally award Bid Package #10, Base Bid and alternates #2 and #5 for HVAC to EMCOR Services Team Mechanical in the amount of \$1,650,333 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.
  - k. That the Board of Education conditionally award Bid Package #11, Base Bid and alternates #1, #3 and #4 for Electrical to Prospect Electric in the amount of \$1,664,900 for Windsor Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

**Motion:** B. Cerniglia moved and D. Chrissis seconded to amend the motion that the Board of Education conditionally award the Windsor Bid Packages inclusive of all items read above based upon the approval of the Village of Arlington Heights. Roll Call: B. Cerniglia, yes; D. Glasgow, yes; E. Johannesen, yes; D. Page, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams, yes. Motion carried 7/0.

## **Personnel and Planning**

### Demographic Report Review

Dr. Bein reviewed the timeline leading to facility expansion in District 25. She referenced the demographic report prepared by Kasarda in November 2014. Community Forums were held and updates provided to the Board. Enrollments were studied at Olive-Mary Stitt, Ivy Hill, Windsor, Westgate, Thomas Middle School, and Greenbrier (Early Childhood and Kindergarten). In 2015, another demographic report was shared and discussions about future enrollments and facilities were discussed. In March 2015, the Board took action to pursue a solution to the crowding at Ivy Hill and Olive-Mary Stitt. In April 2015 the Board approved a Resolution declaring the intention to issue \$18,000,000 in Working Cash Fund

Bonds. In 2016, the resolution approving an application for a qualified school construction bond designation was approved to finance certain capital projects. Construction began on Ivy Hill and Olive-Mary Stitt Elementary schools and an update was provided on Westgate and Greenbrier. Bids were approved for the construction project at Thomas Middle School. Land appraisals were done for Rand School, Dunton Office, and the wooded lot near Olive-Mary Stitt. Dr. Bein said that in August, the Board approved the superintendent to proceed with creating a detailed bid specifications for a building addition at Windsor Elementary School. In September the Board approved the Resolution declaring the intention to issue \$40,000,000 Working Cash Fund Bonds. In December, the Board of Education approved the Resolution providing for the issue of not to exceed \$31,900,000 General Obligation Limited School Bonds.

Mr. Chung reported on the 2016 demographic and enrollment trend report prepared by Kasarda. He referenced the 2014 report that helped prepare the district with its long-term projections. Mr. Chung said Arlington Heights School District 25 is known as a destination district. He shared charts showing historical enrollment growth. It has been a rollercoaster that began in 1957 and rapidly increased in the 1970's and then declined in the mid 80's. Mr. Chung noted that Dunton had recently hosted a realtor's brunch and the overall opinion was that Arlington Heights has a hot housing market with a small inventory. People continue to show an interest in living in Arlington Heights.

Mr. Chung stated that 2015 and 2016 enrollment projections and actual enrollments were very close. He reviewed the recommendations to the Board in February 2015. At that time, it was the recommendation to continue the possibility of an addition at Windsor Elementary, study space needs for Thomas Middle School, Early Childhood, and possible additions at Westgate Elementary.

He discussed the impact increasing enrollments have had on Windsor Elementary and Thomas Middle School. These enrollments are projected to increase. Current enrollments for Westgate do not support a new addition at this time, but student enrollment trends will be monitored.

There are very few large tracts of land remaining in Arlington Heights for new housing construction. Additions, renovations, or teardowns are some of the alternatives to new construction. There continues to be an interest in moving to Arlington Heights.

Mr. Chung said we will continue to monitor kindergarten enrollments. Enrollments have fluctuated over the past four years. He stated that three out of four kindergartners are not born in their school district, but move to the school district after they were born.

Kindergarten registration will begin February 7, 2017.

### **Superintendent Report**

Dr. Bein presented the following policies and exhibits to the Board for a first reading. These policies and exhibits reflect modifications and additions as recommended by

the Illinois School Board of Education. Should our attorney make any modifications, they would be noted on the policy.

(PRESS Issue 93):

- 4:60 Purchases and Contracts
- 4:110 Transportation
- 4:175 Convicted Child Sex Offender: Notifications
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:100 Staff Development Program
- 5:125 Personal Technology and Social Media; Usage and Conduct
- 5:185 Family and Medical Leave
- 5:190 Teacher Qualifications
- 5:250 Leaves of Absence
- 5:260 Student Teachers
- 5:280 Duties and Qualifications
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:15 School Accountability
- 6:50 School Wellness
- 6:60 Curriculum Content
- 6:160 English Learners
- 6:170 Title 1 Programs
- 6:340 Student Testing and Assessment Program
- 7:30 Student Assignment and Intra-District Transfer
- 7:50 School Admissions and Student Transfers To and From Non-District Schools
- 7:60 Residence
- 7:70 Attendance and Truancy
- 7:250 Student Support Services
- 7:260 Exemption from Physical Education
- 7:305 Student Athlete Concussions and Head Injuries
- 7:310 Restrictions on Publications: Elementary Schools
- 8:70 Accommodating Individuals with Disabilities
  
- 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

#### Updates to Strategic Vision 2020

Dr. Bein brought forward the updated *Strategic Vision 2020*, including five proposed goals and a proposed timeline. These goals will take the District to completion of VISION 2020. They are:

1. Broaden Best Practices
2. Explore Program Expansion
3. Strengthen Community Relations
4. Enhance Staff Support
5. Maintain and Enhance High Quality Facilities

The proposed Vision statement is:

Embracing today – inspiring tomorrow

The proposed Mission Statement is:

Arlington Heights School District 25 cultivates innovative learners within a nurturing and collaborative community to thrive in an ever-changing world.

**Motion:** D. Chrissis moved and C. Williams seconded the motion that the Board of Education approve the updates to *Strategic Vision 2020* by adopting the proposed Vision, Mission, and Goals as submitted by the Strategic Plan Team and direct the Superintendent to implement the action plan and timeline as presented. With this approval, the Board also directs the Superintendent to communicate the revisions to all District constituents via a detailed expression of the goals' purposes and impact. Roll Call: B. Cerniglia, yes; D. Glasgow, yes; E. Johannesen, yes; D. Page, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams, yes. Motion carried 7/0.

Mr. Page said the Board would not return to closed session.

**Motion:** D. Chrissis moved and C. Williams seconded the motion that the Board of Education adjourn. Roll Call: C. Williams, yes; B. Cerniglia, yes; D. Chrissis, yes; D. Glasgow, yes; E. Johannesen, yes; R. Olejniczak, yes; and D. Page, yes. Motion carried 7/0.

The meeting adjourned at 9:43 pm.

Submitted,

Debbie Williams  
Recording Secretary

Approved: February 16, 2017

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David Page  
President  
Board of Education

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Erin Johannesen  
Secretary  
Board of Education

Date minutes were available for public inspection: February 17, 2017

Date minutes were posted on District website: February 17, 2017