

**ARLINGTON HEIGHTS SCHOOL DISTRICT 25**

1200 S. Dunton Ave.  
Arlington Heights, Illinois 60005

School Board Meeting Minutes  
**September 21, 2017**

David Page, President of the Arlington Heights School District 25 Board of Education, called the meeting to order on September 21, 2017 to accept a motion to adjourn into closed session at 6:50 p.m. The meeting was held at Ivy Hill Elementary School, 2211 N. Burke Drive, 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); Security Procedures, School Building Safety and Security, 5 ILCS 120/2 (c)(8); School Disciplinary Cases, 5 ILCS 120/2 (c)(9); and review closed session minutes, 5 ILCS 120/2 (c)(21).



**Public Hearing on Budget**

Mr. David Page called the Public Hearing on the 2017-2018 Budget to order at 7:19 p.m.

Ms. Mallek provided the Board with updates to the 2017-2018 tentative budget as previously presented at the August 17, 2017 School Board meeting. Asked about how the federal government determines how much money each school district receives, Ms. Mallek said that the federal government tells us how much we get based on our student population.

Ms. Mallek shared the budget timeline in accordance with legal requirements per 105 ILCS 5/17-1.

December 2016	Adopt Tax Levy
Jan - Mar 2017	Build budget assumptions
Feb - July 2017	Build budget (Building allocations, departments, staffing, enrollment)
May 2017	Personnel Plan approved by Board
August 2017	Presentation of Tentative Budget
September 21, 2017	Public Hearing and Final budget adoption

Ms. Mallek noted that per 105 ILCS 5/17-1.2, the budget for 2017-2018 would be posted on the district's web site on September 22, 2017 for the public to view.

Rich Olenjniczak entered the meeting at 7:24 p.m.

The public hearing was closed at 7:30 p.m.

## **Regular Meeting**

David Page, President of the Arlington Heights School District 25 Board of Education, called the meeting to order on September 21, 2017 at 7:30 p.m. The meeting was held at Ivy Hill Elementary School, 2211 N. Burke Drive, Arlington Heights, Illinois. Roll call was noted and the Pledge of Allegiance said.

Board members present: David Page, Anisha Ismail Patel, Brian Cerniglia, Erin Johannesen, Diana Chrissis, Rich Olejniczak and Chuck Williams.

Board members excused: None

Others Present: Dr. Lori Bein, Superintendent; Dr. Eric Olson, Assistant Superintendent for Student Learning; Stacey Mallek, Assistant Superintendent for Business/CSBO; Jake Chung, Assistant Superintendent for Personnel and Planning; Aimee LeBlanc, Assistant Superintendent for Student Services; Ryan Schulz, Director of Facilities Management; Coletta Hines-Newell, Director of Food Service; Chris Fahnoe, Director of Technology and Assessment; Lana O'Brien, Recording Secretary; press, staff and community.

## **Recognitions and Presentations**

Mr. Page, on behalf of the Board, and Dr. Bein extended congratulations to the winners of the Summer Typing Challenge at the elementary schools.

Mr. Chris Fahnoe thanked Kathleen Corley and Maribeth Seisser, Tech Facilitators, as they were instrumental in making this program successful. Ivy Hill School had the highest number of summer typers and received a Golden Keyboard to bring to the school.

K-5 Top Typers are:

Dryden	Connor	Patton	Kevin
Greenbrier	Ethan	Westgate	Jonathan
Ivy Hill	Julia	Windsor	Cindy
Olive-Mary Stitt	Colton		

Mr. Page, on behalf of the Board, and Dr. Bein extended congratulations to the Newly Tenured Teachers. Dr. Bein stated that to earn tenure in District 25 is a meaningful achievement, and we are impressed and thankful for the impact they have on our children and colleagues.

Kelly O'Kelly	Dryden	Jennifer Palmer	Windsor
Lindsay Heitz	Greenbrier	Arley Barinowitz	Windsor
Gina Petrillo	Ivy Hill	Michael Gnutek	South MS
Jodi Christoforou	Olive-Mary Stitt	Meghan Preissing	South MS
Jamie Impastato	Windsor	Rebecca Fahnoe	Thomas MS

Community Input - none

### 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) Special, Regular and Closed Session Meeting minutes of August 17, 2017. Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

### Communications:

The following reports were given:

- NSSEO – Ms. Johannesen reported that things are off to a great start this year. A safety fair was held; on October 22 there will be a magic show at Miner; on November 1 there will be an Open House at Kirk; and on November 4 there will be a Harvest Festival at Sunrise Lake.
- IASB – Mr. Cerniglia reported that the North Cook Division meeting will be held on October 18, and a report from that meeting will be given at the November Board meeting. Please let Lana O'Brien know if you would like to attend.
- ED-RED – Ms. Mallek stated that there are changes in the new state funding formula, and she could put together a presentation for the Board to be given at an upcoming meeting.

The following reports were received:

- PTA – Kim Kusiciel and Ann Williams reported that the first PTA meeting was held this morning. There are approximately 400 volunteers across district. The Reflections Art recognition program kickoff will be on October 2 at South Middle School, and various workshops will be held in several categories. The membership numbers are growing, which is very positive. They will be voting on scholarship changes at the next meeting.

There were no reports from the following:

- ABC/25 Foundation
- ATA

### Committee of the Whole Reports

#### **Student Learning – Assessment Update**

Ms. Jennifer Adams, Assessment Coordinator, along with Dr. Olson, shared assessment information with the Board.

KIDS (Kindergarten Individual Development Survey) is new this year. It was piloted by the state for several years, but this is the first year being implemented. It is an

observational tool that measures Kindergarten readiness. We are currently in the middle of the observations and will be recording the data starting in October.

PARCC (Partnership for Assessment of Readiness for College and Careers) results were given. The State percent proficiency score of reading was 37% and the AHSD25 proficiency score was 59.7%. The State percent proficiency score for math was 31% and the AHSD25 proficiency score was 55%. PARCC has been administered for the past three years, and each year there have been variables to the test, so it is difficult to make comparisons between years. In 2015 the assessment consisted of two tests given in March and May, which were combined for an overall score. In 2016 one test was given in April, and was computer-based for middle school and paper for elementary. In 2017 one test was given in March, and was computer-based for all students.

The MAP Test is reliable and given to over 10 million students in the country. It is used to create national norms, and is aligned to the Illinois Learning Standards. It measures growth over time and the schools in District 25 continue to meet and surpass growth expectations.

The Board members asked several questions regarding assessment and there was a discussion about current scores and information that would be useful for the future.

#### Beginning of the Year/Summer Learning Update

Dr. Olson reported that New Teacher Orientation began on August 14 for four days of training, which included one day of technology classes (Tech Academy). The new teachers were welcomed by Dr. Bein and other administrators, and by Mr. Chuck Williams on behalf of the School Board. Each new teacher was also paired with a mentor to work with them throughout the school year.

Opening Day was held on Wednesday, August 23. Mr. David Page spoke on behalf of the School Board. There were also presentations from ATA President, Kelly Drevline, Dr. Bein and Dr. Olson. Several students greeted teachers and then helped lead the Pledge of Allegiance. A book drive was held that day to help the Round Lake Schools, with staff donating books. It was a very nice kickoff to start the year, and the energy in the room was very exciting.

Optional summer learning opportunities were offered for staff and taught by District 25 staff members. Approximately 75 staff members took advantage of the 13 summer classes. Four classes are being offered this fall as well.

#### **Business and Finance**

##### TIF Update

Ms. Mallek stated that the Joint meeting to review the TIF's in the Village of Arlington Heights occurred on July 26, 2017. She reviewed the TIF districts, their respective histories and their financial impact. The estimated tax revenue loss for District 25 due to the TIF area for the 2016 tax year is \$330,324.

### 2017-2018 Budget Adoption

Ms. Mallek provided updates to the tentative budget that was presented at the August 17, 2017 School Board meeting.

**Motion:** C. Williams moved and D. Chrissis seconded the motion to adopt the 2017-2018 Budget as presented.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

### Public Act 96-0434 Administrator Compensation Report

Ms. Mallek stated that Public Act 096-0434 is the original legislation and has not been repealed. In order to be in compliance, the itemized salary compensation report for every employee in the district holding an administrative certificate and working in that capacity, including the district superintendent, is presented at this school board meeting before posting it on the district website.

### Administrator and Teacher Salary & Benefit Report 2017

Ms. Mallek said that in accordance with Sections 10-20.47 and 34-18.38 of the School Code [105 ILCS 5/10-20.47 and 5/34-18.38] school districts are required to report administrator and teacher salary and benefits to the Illinois State Board of Education by October 1<sup>st</sup>. This information must also be presented at a school board meeting before posting it on the district website.

### Copier Machine Lease

Ms. Mallek stated that since the current lease agreement for the nine secondary copy machines is expiring, a Request for Proposal (RFP) was issued for another lease agreement. We are requesting another five-year lease, and anticipate presenting recommendations to the Board at the October meeting.

### **Buildings and Grounds –**

#### Award of Greenbrier Bid Packages

Mr. Schulz brought forward the recommendations for motions regarding the award of Greenbrier bid packages.

David Page stepped out of the meeting.

**Motion:** E. Johannesen moved and C. Williams seconded the motion that the Board of Education award Bid Package #1, Base Bid and alternates #7, #12 and #13 for Site Work and Concrete to Riemer Engineering in the amount of \$1,425,884 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes; Motion carried 6/0.

David Page returned to the meeting.

**Motion:** C. Williams moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #2, Base Bid and alternate #10 and #14 for Masonry to Midwest Masonry in the amount of \$536,600 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** C. Williams moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #3, Base Bid and alternate #4 for Structural and Miscellaneous Steel to Mechanical and Industrial Steel Services, Inc. in the amount of \$469,134 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** A. Patel moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #4, Base Bid and alternates #3, #4, #6, #8, #10 and #14 for General Trades to R.B. Construction in the amount of \$596,500 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** B. Cerniglia moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #5, Base Bid and alternate #15 for Roofing to Olsson Roofing in the amount of \$703,020 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** E. Johannesen moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #6, Base Bid for Aluminum & Glazing to Rock Valley Glass in the amount of \$270,500 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** D. Chrissis moved and E. Johannesen seconded the motion that the Board of Education award Bid Package #7, Base Bid and alternates #2, #3, #4, #6, #8, #10, and #14 for Framing & Drywall, Acoustical, Painting, and Flooring, to R.B. Construction in the amount of \$771,500 Greenbrier Elementary School and

immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** A. Patel moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #8, Base Bid and alternates #6 and #14 for Fire Protection to Nelson Fire Protection in the amount of \$79,362 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** C. Williams moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #9, Base Bid and alternate #14 for Plumbing to Cannonball Mechanical in the amount of \$334,850 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** R. Olejniczak moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #10, Base Bid and alternates #10 and #15 for HVAC to DeKalb Mechanical in the amount of \$1,604,700 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

**Motion:** C. Williams moved and D. Chrissis seconded the motion that the Board of Education award Bid Package #11, Base Bid and alternates #3, #4, #5, #6, #10, #14 and #15 for Electrical to Carey Electric in the amount of \$1,197,165 for Greenbrier Elementary School and immediately assign the Contract with the Contractor to Nicholas & Associates, Inc., as Construction Manager.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

Congratulations to Greenbrier Elementary School.

### **Personnel and Planning**

Acceptance of Custodial Resignation: Don Schaewe

**Motion:** B. Cerniglia moved and D. Chrissis seconded the motion that the Board of Education accept the resignation of Don Schaewe. The acceptance of his resignation will also include district paid Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) single PPO coverage through December 31,

2018 and an agreement that the Board will not contest an application for unemployment benefits.

Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

### Sixth Day Enrollment

Mr. Chung reviewed enrollment data from September 5, 2017. This information provides the district with historical benchmarks to help identify growth. The district, with support from the Board, strives to maintain small class sizes to help our students, but also to be fiscally responsible. There has been a continued increase in enrollment. Early Childhood to eighth grade enrollment is 5,576 students, which is up by 52 students from last year. Kindergarten enrollment, at 508, is the largest group since 1995, when there were 520 students. Early Childhood enrollment is now 127, but will increase during the school year. We will continue to monitor this monthly.

Ivy Hill has grown by over 200 students in the past 10 years, and their Kindergarten enrollment is the highest of any school in the past decade. Olive-Mary Stitt has grown by 20 students since last year. Prospective parents tell us that OMS is a desired attendance area. We will continue to monitor Westgate's enrollment, as it is down by 40 students over the past two years. We are at 97.9% of capacity for classroom space needs across the district.

Predicting enrollment is challenging, and we continue to monitor it closely. District 25 is a destination district due to our Board support. The Board was thanked for the support of District 25.

Mr. Chung was thanked for his information and presentation.

Dr. Bein stated that it is rewarding to see that where there were additions to buildings, it was needed. The administrative team was thanked for staying in contact with management companies and builders.

### Strategic Plan Presentation: Enhance Staff Support

Mr. Chung discussed the fourth goal from the Strategic Vision 2020, enhancing staff support throughout the district, which directly impacts the ability of our organization to be successful. There is a national teacher shortage, and to help us counter that, we are increasing the university and clinical/student teaching partnerships with various universities and District 214.

There is also a national substitute teacher shortage. The goal of the district is to increase the substitute pool to 300, and we are at approximately 240. We are being proactive by using a digital interviewing system so potential subs can complete interviews on their own time; providing evening and weekend processing times; providing summer substitute orientation; offering curriculum classes; increasing marketing efforts; and increasing pay to compete with market conditions.



Because of the strong need to grow administrative talent internally, we have developed a “Future Administrators” Cohort for the second year. Fourteen teachers are involved in this leadership program.

A committee has been formed to further explore opportunities to maximize professional development time for teachers. We will determine what is in the best interest for District 25, and hope to share more information by the end of the school year.

District 25 prides itself on the teachers that we hire, and the retention rate of new teachers in District 25 is over 90% over a 3-year span. Further data is being evaluated to look for trends and common themes.

District 25 offers programming for non-tenured staff that include new teacher week; mentor training; first year monthly mentee meetings; second year mentee meetings; and evaluation and survey data to look at what new teachers experience.

### **Superintendent Report**

#### District 25 First Day Twitter Campaign - #d25OpeningDay

Mr. Harris led a Twitter campaign where he invited staff to get on the Twitter hashtag #d25OpeningDay. There was an overwhelming response from all staff, and excitement was building through the hashtag. Teachers were excited for the first day, and were showing themselves doing things like setting up classrooms and driving together to Opening Day. Also, having the students at Opening Day from every school welcoming their teachers and staff was very special. All staff members were very excited, and that excitement filtered down to the students.

Adam Harris was thanked for his work on this positive message.

#### First Reading of policies and exhibits

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. These will be brought back at another time for the final vote.

(PRESS Issue 95):

2:260	Uniform Grievance Procedure
2:220-E3	Closed Meeting Minutes
6:210	Instructional Materials
7:275	Orders to Forgo Life-Sustaining Treatment
8:70	Accommodating Individuals with Disabilities

#### First Reading of policies – 5 Year

Dr. Bein presented the following policies as part of the best practice as guided by IASB for a five-year review, keeping material aligned with good governance principles and keeping

the legal references current. Minor edits have been made to these policies. These will be brought back at another time for the final vote.

(5-Year Review) - PRESS Issue 95  
2:210 Organizational School Board Meeting  
4:70 Resource Conservation  
6:290 Homework  
6:330 Achievement and Awards  
7:80 Release Time for Religious Instruction/Observance  
7:160 Student Appearance

**Motion:** C. Williams moved and B. Cerniglia seconded the motion to adjourn.  
Roll Call: D. Page, yes; A. Patel, yes; B. Cerniglia, yes; E. Johannesen, yes; D. Chrissis, yes; R. Olejniczak, yes; and C. Williams yes. Motion carried 7/0.

The meeting adjourned at 9:01 pm.

Submitted,

Lana O'Brien  
Recording Secretary

Approved: October 19, 2017

---

President  
Board of Education

---

Secretary  
Board of Education

Date minutes were available for public inspection: October 20, 2017

Date minutes were posted on District website: October 20, 2017