

ARLINGTON HEIGHTS SCHOOL DISTRICT 25

1200 S. Dunton Ave.
Arlington Heights, Illinois 60005

School Board Meeting Minutes February 8, 2018

David Page, President of the Arlington Heights School District 25 Board of Education, called the meeting to order on February 8, 2018 to accept a motion to adjourn into closed session at 7:12 p.m. The meeting was held at Windsor Elementary School, 1315 N. Miner Street, 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); Review closed session minutes, 5 ILCS 120/2 (c)(21); 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); Safety of employees, students, staff, the public, or public property, 5 ILCS 120/2(c)(8), amended by P.A. 99-235.



Regular Meeting

David Page, President of the Arlington Heights School District 25 Board of Education, called the meeting to order on February 8, 2018 at 7:29 p.m. The meeting was held at Windsor Elementary School, 1315 E. Miner Street, Arlington Heights, Illinois. Roll call was noted and the Pledge of Allegiance said.

Board members present: Chad Conley, Erin Johannesen, Rich Olejniczak, David Page, and Anisha Ismail Patel

Board members excused: Brian Cerniglia and Diana Chrissis

Others Present: Dr. Lori Bein, Superintendent; Stacey Mallek, Assistant Superintendent for Business/CSBO; Dr. Eric Olson, Assistant Superintendent of Student Learning; Jake Chung, Assistant Superintendent for Personnel & Planning; Chris Fahnoe, Director of Technology and Assessment; Adam Harris, Communications Coordinator; Brad Katz, Information Technology Specialist; Lana O'Brien, Recording Secretary; staff, press and community.

Recognitions and Presentations - None

Community Input - None

Consent Agenda

Motion: E. Johannesen moved and R. Olejniczak 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) Fixed Asset Disposal Report; (E) Regular and Closed Session Meeting minutes of January 18, 2018; (F) Hold Closed session minutes of August 17, 2017, September 21, 2017, October 19, 2017, October 24, 2017, November 16, 2017, and December 14, 2017 per Board Policy 2:220-E1; (G) Release Closed session minutes of November 30, 2017 and December 7, 2017 per Board Policy 2:220-E1; (H) Hold Audiotapes January 14, 2016, April 7, 2016, April 28, 2016, and May 26, 2016 per Board policy 2:220-E1; (I) Destruction of Audiotapes February 18, 2016, March 10, 2016, and June 16, 2016 per Board policy 2:220-E1
Roll Call: C. Conley, yes; E. Johannesen, yes; R. Olejniczak; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Communications:

The following reports were given:

- NSSEO – Ms. Johannesen reported that NSSEO would be working with Nicholas & Associates on a project. The Kirk alumni basketball game will be held this weekend, the Winter Wonderland will be taking place on February 17, and the Arts & Crafts Fair will be held on March 3.
- ED RED – Ms. Mallek reported that under ESSA, expenditures will now be broken out by building for the next school year. This information will be on the School Report card starting in 2018-2019.
- PTA – Ms. Kusciel and Ms. Williams reported that a new PTA committee was recently formed, called ACE IT 25 (All Children Excel), which represents children with special needs. Scholarship applications are due next week. They thanked the Board for the PTA's positive, longstanding relationship with the district. The PTA was thanked for all they do, and was wished luck with the new committee.

There were no reports from the following:

- IASB
- ABC/25
- ATA

Committee of the Whole Reports

Student Learning/Student Services

2017/2018 Summer U and ESY Summer School

Dr. Eric Olson, along with Ms. Kristin Williams, Math Coordinator, and Ms. Diane Kaffka, Assistant Principal and Early Childhood Coordinator, reviewed information regarding last year's Summer U and Extended School Year (ESY) programs, and provided a brief preview for this summer.

Ms. Kaffka, along with Ms. Lindsay Anastacio, were the Co-Principals of ESY, which was held at Greenbrier School and served 178 students. Last year was the first year that Early Childhood ESY was aligned with the school year attendance of Monday - Thursday from 8:30 a.m. to 11:00 a.m. The day for elementary and middle school ESY was split for Reading/Language Arts and Math, which allowed teachers to target instruction toward students' individual academic needs. Because of this, a transportation run needed to be added in the mid-morning. There was an increase in the transportation cost, but a decrease in staffing because we moved from a five-day week to a four-day week. The total expenses for ESY last year were approximately \$28,000 less than the previous summer. ESY will be held at Windsor School this summer due to the construction at Greenbrier School.

Ms. Williams, along with Ms. Natalie Jimenez, were the Co-Principals of Summer U, which was held at South Middle School, and serviced students from Kindergarten through 7th grades in the mornings. There were a total of 61 classes held for 505 students. This included 238 EL students, which accounted for 17 classes. Classes consisted of 21 review classes that include keyboarding and handwriting. Twenty-three enrichment classes were offered, and were different from what is offered during the school year. The Summer U budget summary was presented, with a final balance of under \$4,500.

The Board asked a few clarifying questions regarding moving ESY this summer from Greenbrier to Windsor. Board members stated that both programs continue to be well organized and provide successful programming.

The dates for 2018 were presented:

Summer U	June 11 – 29 at South Middle School
ESY	June 12 – July 6 at Windsor School
Camp Invention	July 9 – 13 at Dryden School
Summer Band	Beginning of August at Thomas Middle School

Business and Finance

Student Fees for 2018-2019

Ms. Mallek stated that the Student Fees for 2018-2019 represent what was presented at the January meeting. There will be no increase in fees except for the 5% increase in transportation fees. This fee is for families that don't qualify for free transportation, but wish to pay for it and have a route with availability already going through their residential area.

Motion: E. Johannesen moved and R. Olejniczak seconded the motion to approve the Student Fees for 2018-2019 as presented.

Roll Call: C. Conley, yes; E. Johannesen, yes; R. Olejniczak; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Bus Contract Extension

Ms. Mallek presented information that the increase in cost will be 5% for 2018-19 and 3% for 2019-20. These increases are based on the bus company's need to increase their starting hourly rate to remain competitive, the national school bus driver shortage, insurance increases, and a need to replace some busses to maintain our required average age of the fleet.

Motion: E. Johannesen moved and R. Olejniczak seconded the motion to approve to extend the contract for bus transportation with Cook County School Bus Company for two additional years at an increase of 5% for 2018-19 and 3% for 2019-20. Roll Call: C. Conley, yes; E. Johannesen, yes; R. Olejniczak; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Five-Year Financial Forecast

Ms. Mallek presented the five-year financial projections. She reviewed the revenue sources and the projected expenditures for the education, operations and maintenance, debt service, transportation, IMRF/Social Security, capital projects, and life safety funds. Ms. Mallek noted that revenues are received during certain months of the year; therefore the fund balance must provide cash flow for expenditures until additional revenues are received. We work to keep the fund balance at 60%, but in 2019-20 it may drop slightly below that amount.

Ms. Mallek also provided information if the legislature passes a two-year property tax freeze and shifts the state TRS pension costs to school districts. In this case, the District would fall below a 40% fund balance in five years. We have time to make informed decisions over the next five years because we are a better-prepared District with a Triple A bond rating.

The Board members discussed information regarding capital outlay, life safety, and looking closely at the fund balance. It was stated that the District should continue to be fiscally conservative. Ms. Mallek was thanked for the information as it was in an understandable format.

Lease Agreement with Futabakai Japanese School

Ms. Mallek provided information on a proposed ten-year lease agreement with Futabakai Japanese School. The current agreement expires on March 30, 2018. In the past ten years Futabakai has invested over \$1.5 million into Rand School for capital improvements, in addition to the annual rent of \$411,000 and \$50,000 annual maintenance reserve contribution.

The new lease is similar to the current lease with the following exceptions: all language regarding the former portable classrooms is being removed; Futabakai is

interested in leasing additional space at Rand that the District is currently using for storage, and possible options are being looked at to accommodate both parties; the District is interested in adding language for minimal cleaning requirements; and the District is in the process of reviewing and negotiating capital improvements for Rand School and the source of funding for the improvements.

The Board asked several questions regarding the length of the lease and the impact on revenue. It was stated that it is a mutually beneficial arrangement that the district would like to extend ten years, which would provide over \$418,000 in revenue each year in a building that we are not going to be using in the district.

Buildings and Grounds

Strategic Plan/Facilities

Mr. Schulz presented information regarding the Strategic Plan and establishing the process to evaluate district space needs on an annual basis by looking at demographics, programs and facilities. Enrollment projections for Early Childhood through 8th grade show an upward trend through the 2021-22 school year. The district gross square footage per student is projected to decrease starting in 2018, and does not take into account buildings that are not used for students. The students per available classrooms data shows that we are not overloading the buildings, and keeps the yearly district average under 19 students per classroom through 2022. The district space usage inventory program assists us in looking at what classrooms are being used as well as how classrooms are being used so we can best project any future space needs. There are no major program changes at this time, so there will not be much change in the usage of the space.

The Board asked several questions regarding space and how rooms are utilized. It was stated that this process provides the district with a way to look at the district's space needs through a quantitative lens using data. Mr. Schulz was thanked for his information and level of detail, as well as the time and effort that was put into it.

Personnel and Planning

Negotiated Agreement with the Service Employees International Union, Local 73

Mr. Chung presented information regarding the negotiated agreement with the Service Employees International Union, Local 73. Contract negotiations began last fall with the members of the committee, which included representatives from the Board, Administration, and the Service Employees International Union, Local 73. A five-year agreement was finalized that will go into effect on July 1, 2018. Mr. Chung highlighted several changes, which included salary increases, clarification on language, and compensation that is tied to the same escalator that teachers have. It was noted that the past contract saved the Board of Education \$17,583.00 over the past five years, and that this contract is beneficial for all parties.

Motion: E. Johannesen moved and R. Olejniczak seconded the motion to ratify the Negotiated Agreement between Arlington Heights School District 25 Board of Education and Service Employees International Union, Local 73 as presented. Roll Call: C. Conley, yes; E. Johannesen, yes; R. Olejniczak; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Superintendent Report

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 Association of School Boards, or changes in the law. These will be brought forward at another meeting for a second reading. The policies are notated when there are specific district changes.

(PRESS Issue 96):

2:260 Uniform Grievance Procedure
4:15 Identity Protection
4:110 Transportation
4:150 Facility Management and Building Programs
5:20 Workplace Harassment Prohibited
5:90 Abused and Neglected Child Reporting
5:100 Staff Development Program
5:200 Terms & Conditions of Employment & Dismissal
5:220 Substitute Teachers
5:240 Suspension
5:290 Employment Termination & Suspensions
6:50 School Wellness
6:150 Home & Hospital Instruction
6:340 Student Testing & Assessment Program
7:10 Equal Educational Opportunities
7:15 Student & Family Privacy Rights
7:20 Harassment of Students Prohibited
7:70 Attendance & Truancy
7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
7:190 Student Behavior
7:250 Student Support Services
7:270 Administering Medicines to Students
7:275 Orders to Forgo Life-Sustaining Treatment
7:305 Student Athlete Concussions & Head Injuries
7:340 Student Records

(PRESS Issue 94):

7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

The Board did not return to closed session.

Motion: R. Olejniczak moved and A. Patel seconded the motion to adjourn.
Roll Call: C. Conley, yes; E. Johannesen, yes; R. Olejniczak; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

The meeting adjourned at 8:50 p.m.

Submitted,

Lana O'Brien
Recording Secretary

Approved:

President
Board of Education

Secretary
Board of Education

Date minutes were available for public inspection: _____ April 13, 2018

Date minutes were posted on District website: _____ April 13, 2018