

## MINUTES

The Minutes of the First Regular Meeting  
of the Month of March of the Board of Education  
Township High School District 214 held on March 19, 2020  
at the Forest View Educational Center,  
2121 S. Goebbert Road, Arlington Heights, Illinois  
at 7:01 p.m.

President Petro called the meeting to order at 7:01 p.m. and R. Knoepfle called the roll. The following members were present:

William Dussling	Vice President
Mark Hineman	Member
Alva Kreutzer	Member
Mildred Palmer	Member
Dan Petro	President
Todd Younger	Member

Absent at roll call:

Leonard Walker	Member
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Also present at the meeting were: D. Schuler, superintendent; C. Johnson, associate superintendent for finance and operations; R. Knoepfle, executive assistant to the school board and superintendent; and citizens.

### 1. PLEDGE OF ALLEGIANCE

President Petro led the Board and audience in the Pledge of Allegiance.

### 2. APPROVAL OF MINUTES

It was moved by Kreutzer and seconded by Hineman that the Board of Education approve the minutes of the Workshop Meeting of March 5, 2020.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

### 3. SUPERINTENDENT'S REPORT

D. Schuler reported that the district responded to the following Freedom of Information Act requests consistent with Illinois School Code:

- C. Placek/Daily Herald requested personnel information.
- M. Watychowicz requested health information.
- V. Espinoza/Local Labs requested academic information and District communications information.

D. Schuler commended the leaders of the employee associations for working to support the efforts of the district for staff to work remotely and for staff to appropriately provide coverage and security at the schools while providing academic opportunities for students through e-Learning. He reported that the

schools are currently operating under the Governor's orders that these days up through March 30<sup>th</sup> are Acts of God days. He noted Chicago Public Schools has just announced they will remain closed through April 20<sup>th</sup>. D. Schuler suggested that additional information regarding closures would likely be announced tomorrow. He also noted that the District is in contact with all of the area village managers and other governmental agencies making sure that community-wide needs are being considered in all decision-making.

D. Schuler also commended the schools and the communities for helping families that need assistance. He gave the example of Prospect High School raising \$14,000 to provide grocery store gift cards to families of need at Prospect and the Newcomer Center. Food donations and pick-ups are being done throughout the district with safety and security procedures in place, using secured vestibules.

D. Schuler described to the Board how extremely proud he was of the work being done by the teaching staff to provide continuation of academic instruction to students, noting the dramatic increase in video-conferencing being done as teachers collaboratively work together to develop meaningful and skill-developing e-Learning opportunities.

D. Schuler noted that he is in constant contact with neighboring district superintendents as everyone continues to make decisive choices as they work through all of the issues while maintaining all of the necessary operational tasks, such as hiring and the continuous deep cleaning being done daily.

The intent is to provide academics appropriate to each and every student while at the same time addressing the social and emotional needs of students and staff.

4. PUBLIC HEARING – e-Learning Program

At 7:21 p.m., D. Petro opened the public hearing to provide citizens an opportunity to address the Board on the proposed e-Learning Program. D. Schuler reported that he had shared the draft proposal with the North Cook Intermediate Service Center, the district's regional office of education, and they are ready to approve it once the Board takes action. D. Schuler indicated that the e-learning will continue to align with the Board approved curriculum.

M. Cayer, an Arlington Heights resident, asked if members of the community could access any of the e-learning opportunities being provided to students.

The hearing was closed at 7:27 p.m.

5. PUBLIC HEARING – Honorable Dismissals

At 7:28 p.m., D. Petro opened the public hearing to provide citizens an opportunity to address the Board on the proposed Honorable Dismissals. D. Schuler indicated that the only dismissed staff member was being rehired as a part-time employee.

There were no members of the public who addressed the Board during the hearing.

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

6. PUBLIC COMMENTS

There were no public comments.

7. BOARD MEMBER UPDATES

D. Petro reminded everyone that the Board's utmost concern was for the safety and security of all of the students and staff while the teachers and staff members continue to do their instructional work. He thanked everyone in the District for their efforts. D. Petro also noted that he and T. Younger attended the grand opening of the Automation and Manufacturing Lab at BGHS. He thanked the Yacktmans for their generous gift.

M. Palmer related that she and other Board members participated in an education class and in response to one of the student's questions regarding what the role of the Board members was, she had replied that safety was her first concern, followed by giving everyone a great education. Now she would like to amend that to also to include the happiness of the students. She noted she was grateful for all of the hard work of a host of people.

A. Kreutzer attended the fourth quarter meeting of IASB where they had an opportunity to see a presentation of the new equity workshop. They also discussed the timing of resolutions that come to the national association for the state associations. She also attended the NSSEO board meeting.

B. Dussling attended four American Studies classes at PHS where he related his Vietnam War experiences with the students.

8. APPROVE CONSENT CALENDAR 2020-026 through 2020-039

Items 2020-026 through 2020-039 appearing on the Consent Calendar were presented for the Board's consideration.

D. Schuler asked that item 2020-032 be pulled from the agenda noting that until more is known regarding the timing of the school closures for the coronavirus pandemic, there is not a need to secure audio services for graduation at this time.

It was moved by Palmer and seconded by Hineman that the Board of Education approve Items 2020-026 through 2020-031 and Items 2020-033 through 2020-039 appearing on the Consent Calendar as presented.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

A. Approve Accounts Payable 2020-028

Actual April 12, 2020 listing:	
Educational Fund Listing	\$558,459.13
Operations and Maintenance	156,695.69
Transportation Fund	408,433.15
Capital Projects 62	19,339.11
TOTAL	<u>\$1,142,927.08</u>

Checks Dated: April 12, 2020

Check Numbers: 732359 through 732699

B. Personnel Transaction Report 2020-029

Approved Personnel Transaction Report attached to these minutes.

C. Destruction of Closed Meeting Audio Recordings 2020-030

Approved the destruction of closed session audio recordings for the following meetings:

August 9, 2018  
August 23, 2018

D. Encumbrance and Expenditure Authorization 2020-031

Authorized the administration to encumber and expend up to 75 percent of the 2020-21 preliminary budgets, which are being developed within budget guidelines established by the Board of Education, and to pay salaries and benefits within Board approved rates and schedules prior to official budget approval.

E. Custodial Air Filters- Bid 2020-033

Accepted the bid from Brucker Co. in the estimated amount of \$28,959.65 annually to furnish custodial air filters for the 2020-21, 2021-22, and 2022-23 school years.

F. District Lacrosse Equipment – Bid 2020-034

Accepted the bids totaling \$176,858.40 for the purchase of District lacrosse equipment.

G. Board of Education Policy Manual Revisions 2020-035

That the Board of Education approve the recommended policy revisions from the administration as presented:

2:260	5:20	7:180
5:10	7:20	

H. Revision of the Educational Association Staff Professional Development and Evaluation Program 2020-036

Authorized language updates and revisions, as well as the addition of Appendix B: Appeal Process for Summative Rating and Appendix D: Alternative Option to a Formal Observation for Tenured Teachers in the Second Year of the Two-Year Cycle to the District 214 Education Association Staff Professional Development and Evaluation Program document.

I. Easement Agreement with the Village of Wheeling 2020-037

Approved the Agreement for Permanent Construction Easement between the Village of Wheeling and Township High School District 214.

J. Naming of the Automation and Manufacturing Lab at BGHS 2020-038

Approved the naming of the new manufacturing lab at Buffalo Grove High School in honor of Mr. Saul Ploplys. Specifically, the name will be the **Saul Ploplys Automation and Manufacturing Lab**.

K. 2020-21 Capital Projects Program – Bid 2020-039

Accepted the bid from Voris Mechanical Inc. in the amount of \$1,743,000 for mechanical labor and materials for the PHS Curtain Wall project.

Authorized the Superintendent or designee to approve and execute contracts on behalf of the Board for services related to the Project, and to approve and execute change orders.

With respect to change orders that necessitate an increase in the cost of contracts by 10% or more, or which will change the time of completion by a total of 30 days or more, authorized the Superintendent or designee to make the written determinations required by 720 ILCS 5/33E-9, that: (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change order is in the best interest of the District and is authorized by law.

9. 2020-21 PRELIMINARY BUDGET GUIDELINES AND ASSUMPTIONS 2020-040

It was moved by Dussling and seconded by Kreutzer that the Board of Education approve the proposed guidelines and assumptions relative to the preparation of the 2020-21 fiscal year budget.

D. Schuler noted that there is a tremendous amount of uncertainty as the budget is being developed, but as always, the district is forecasting revenues very conservatively. There were no changes to the recommended guidelines from their presentation to the Board at the last meeting.

Discussion included:

- the impact of the current health crisis may have on the health insurance costs in the district, as well as the stop loss policies that help to mitigate the potential overall costs;
- the level of CPI used in the budget preparation will be 2.3%;
- whether there would be a possible increase in State revenues from a potential increase in state income if a progressive tax system were approved;
- local property taxes provide the majority of revenue to the District;
- the State budget projections for education were relying on casino revenue and that is being heavily impacted with the closures due to the coronavirus outbreak;
- the district does have a fund balance that will help it ride out the uncertainty;
- There are some TIFs that may end this year, but there are also a couple that could be approved this year.

There were no comments from public prior to taking action.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

10. RESOLUTION TO ADOPT E-LEARNING PROGRAM 2020-041

It was moved by Palmer and seconded by Hinemen that the Board of Education approve the e-Learning resolution as presented. *Resolution attached to official minutes.*

There was no further Board discussion.

There were no comments from the public.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

11. RESOLUTION APPROVING EXPENDITURE OF FUNDS IN AN EMERGENCY SITUATION 2020-042

It was moved by Dussling and seconded by Kreutzer that the Board of Education authorize the Associate Superintendent for Finance and Operations to approve and sign any contracts or documents related to expenditures of funds in an emergency situation.

D. Schuler noted that this approval from the Board would allow the district to quickly respond in an emergency situation, much like it did when WHS suffered major roof damage during a storm several years ago. This request of the Board came as a result of conversations regarding how there may need to provide more of a community response, such as expanded hospital facilities in the schools. He noted that the Board would be informed of the possible expenditures prior to use, but would not necessarily have the opportunity to vote on them until after the need for the expenditure. This would allow the district administration to move forward with the Board's awareness and ability to provide feedback.

Discussion included:

- there should be a time limit on allowing this funding approval by the administration rather than the Board;
- should this be allowed for 90 days or longer, such as up until the start of the new school year?
- what type of emergency funding could be foreseen.

Comments from public prior to taking action:

M. Cayer, an Arlington Heights resident, expressed her concern for giving the administration the power to expend that amount of funds without prior Board approval.

It was moved by Petro and seconded by Dussling that the motion be amended to authorize the associate superintendent for finance and operations to approve and sign any contracts or documents related to expenditure of funds in an emergency situation for the next 90 days.

Upon roll call, the motion to amend carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nays: None

12. CLOSED SESSION

It was moved by Dussling and seconded by Palmer that the Board of Education convene in Closed Session for the purpose of discussing:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- The placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2(c)(10);
- Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5ILCS 120/2(c)(2).

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nayes: None

The Board convened in Closed Session at 8:00 p.m.

13. RECONVENE IN OPEN SESSION

It was moved by Kretuzer and seconded by Dussling that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nayes: None

The Board reconvened in Open Session at 8:21 p.m.

14. MATTERS PERTAINING TO AN INDIVIDUAL STUDENT

It was moved by Younger and seconded by Kreutzer that the Board of Education approve the recommended outplacement for student #2522033400 for the remainder of the 2019-20 school year, the 2020-21 school year and the first semester of the 2021-22 school year.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro

Nayes: None

15. PERSONNEL TRANSACTION REPORT II 2020-043

It was moved by Dussling and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report II, the Resolution of the Board of Education of Township High School District 214 Authorizing The Notice to Remedy Of Tenured Francisco Cortez.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

16. PERSONNEL TRANSACTION REPORT III 2020-044

It was moved by Palmer and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report III, the Resolution Authorizing The Non-renewal of First Through Third Year Education Association Member Contracts.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

17. PERSONNEL TRANSACTION REPORT IV 2020-045

It was moved by Kreutzer and seconded by Hineman that the Board of Education approve Personnel Transaction Report IV, the Resolution Authorizing The Honorable Dismissal Due To Reduction In Force Of Probationary Part-Time Education Association Member Contracts.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

18. PERSONNEL TRANSACTION REPORT V 2020-046

It was moved by Petro and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report V, the Educational Support Personnel Dismissal Resolution.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

19. PERSONNEL TRANSACTION REPORT VI 2020-047

It was moved by Hineman and seconded by Petro that the Board of Education approve Personnel Transaction Report VI, The Re-Employment Of Part-Time Current Education Association Employees.

Upon roll call, the motion carried.



Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

20. PERSONNEL TRANSACTION REPORT VII 2020-048

It was moved by Younger and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report VII, the Supervisory Non-renewal.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

21. PERSONNEL TRANSACTION REPORT VIII 2020-049

It was moved by Dussling and seconded by Kreutzer that the Board of Education approve Personnel Transaction Report VIII, the following appointment, effective July 1, 2020:

- Iris Dominguez, association principal, Prospect High School

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Younger, Petro  
Nays: None

22. ADJOURNMENT

It was moved by Kreutzer and seconded by Dussling to adjourn. The motion carried.

The meeting adjourned at 8:27 p.m.

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F. Daniel Petro, president

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William J. Dussling, vice president