

Board of Education  
COMMUNITY HIGH SCHOOL DISTRICT 94  
12/18/2012 – 7:00 p.m.

Community High School  
326 Joliet Street  
West Chicago, Illinois

**OPENING ACTIVITIES**

1. Call to Order at 7:00 p.m.
2. Rich Nagel led the Board and meeting attendees in the Pledge of Allegiance.
3. Ruben Campos read the Mission Statement:  
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call – Present were: Mr. Campos, Ms. Doremus, Mr. Gunderson, Mr. Molinaro, Mr. Nagel and Mr. Saake. Mr. Kotche arrived at 7:56 p.m.
5. Additions to the Agenda:  
Student Discipline  
**RECOMMENDED MOTION:** That the Board of Education approve the addition of a discussion on student discipline to the agenda.  
**MOTION:** Mr. Saake  
**SECOND:** Mr. Molinaro  
**VOTE:** Unanimous Approval on Voice Vote 6 – 0

**STUDENT PARTICIPATION**

Gary Saake recognized Matthew Wenz as November Student of the Month and Lucas Jaconis as November PeaceBuilder of the Month

**PUBLIC PARTICIPATION (Agenda Items Only)**

None

**EXECUTIVE SESSION**

**RECOMMENDED MOTION:** That the Board of Education hold a Closed Session at 7:08 p.m. for the purpose of discussing student discipline.

**MOTION:** Mr. Saake

**SECOND:** Mr. Gunderson

**VOTE:** Unanimous Approval on Roll Call Vote 6 – 0

**RECOMMENDED MOTION:** That the Board of Education return to Open Session at 7:50 p.m.

**MOTION:** Mr. Saake

**SECOND:** Mr. Campos

**VOTE:** Unanimous Approval on Roll Call Vote 6 - 0

## REPORTS AND INFORMATION

1. IASB – IASA – IASBO Joint Annual Conference Reports  
This item was tabled until January, 2013.
2. Business Manager’s Report  
Mr. Cole reported that the filing period for the upcoming school board election had opened on December 17<sup>th</sup> and would close on December 26<sup>th</sup>. He stated that Mr. Gunderson, Mr. Saake, Mr. Nagel and Ms. Lauf had filed nominating paperwork.
3. Principal’s Report  
Dr. Cheng reported that he had been invited to attend a meeting at College of DuPage. He said the focus of the meeting was to begin discussions about a new initiative COD is planning. He explained that, currently, the College of DuPage has a program called 3 + 1 which allows students attending COD to earn a college degree through a partnership with several local colleges/universities. Dr. Cheng further explained that COD is looking at creating an academy which will use the 3 + 1 concept and extend it to high schools. He said that COD is eager to extend the partnership between the College of DuPage and high schools, and that they would like to have Community High School as one of the “pilot” schools for the program. Dr. Cheng reported that the A Capella Chamber Choir would be performing on Channel 7 at 11:00 a.m. Wednesday, December 19<sup>th</sup>.
4. Assistant Superintendent’s Report  
Dr. Chambers reported that the Transparency Initiative is moving forward and is currently at 94 points out of 100. She said that the system will go live in January; she will demonstrate the site to the Board and invite the IPI to come in and do their formal audit.  
Dr. Chambers reported that a Board member had inquired about staff attendance. She distributed a handout and gave a brief overview of how Human Resources tracks staff attendance on a monthly basis. Dr. Chambers explained that attendance numbers were a little lower than usual this fall due to a greater than normal number of leaves of absence. It was clarified that the numbers included all staff members and partial days. Mr. Gunderson asked if this information could be tracked by Division; Dr. Chambers stated she would look into providing that information.
5. Superintendent Search Update  
This item was moved to closed session.
6. Student Attendance and Discipline Report  
Mr. Ponce reported that student attendance for the month of November was 92.37%, which was slightly lower than previous years. He also reported that student discipline/suspension numbers were better than last year.  
Mr. Saake asked if the data could be displayed differently so that trends and anomalies would be easily apparent. Dr. Cheng responded that the information could be put into charts. Mr. Ponce stated that the information would be displayed differently in the future.  
Mr. Campos said that he would like better information regarding the reasons for student tardiness so that possible solutions could be discussed.

## 7. Curriculum Donation

Mr. Ponce asked the Board to review some ideas which had been raised at the November 13, 2012 Board meeting. One idea had been to purchase science equipment. He said those needs had been addressed with general fund money. Another idea was to redesign some classrooms. Mr. Ponce said the sum of the gift was not sufficient for this purpose.

Mr. Ponce said that he would like to come to the next board meeting for approval to make purchases as outlined in (Att. §B - pp. 4 – 5). Mr. Ponce said that administration is recommending that the iPad pilot project be put aside for now so more research can be done.

Mr. Gunderson said that the donation had been made to further curriculum, and that updating the building was not curriculum-driven. He also said that he would prefer to look at items which would have a long-term benefit. Mr. Gunderson said he did not agree with spending the gift on the ACT Support Preparation as this was not curriculum-driven and was a short-term benefit. Dr. Cheng said that the books purchased would be kept and would be supplemental materials. He further explained that administration would like to have Cambridge come in so that knowledge could be increased and applied in the future.

Mr. Gunderson said that he agreed with the purchase of document cameras which would have a long-term use and would benefit many students. He also said he agreed with the purchase of books for Career Education and Foods. Dr. Cheng explained that Curriculum Writing was related to the Common Core and would give teachers time to re-write curriculum.

It was clarified that the donor had requested the money be spent on curriculum initiatives. Mr. Nagel said that he thought curriculum writing fit the request. He suggested that the money be spent on curriculum writing over a period of several years. Mr. Kotche said items used for the instruction of curriculum also fit the request.

Mr. Gunderson said that money for the iPad pilot project should be earmarked to be used for a tablet project.

Mr. Saake stated that he would like to move forward on all of the recommendation made by administration.

Mr. Ponce asked if administration could move forward on purchasing the recommended items. It was agreed that all items could be purchased, but that the iPad project should be renamed Tablet Pilot Project.

## 8. Technology Committee Update

Mr. Ponce stated that, with the hire of the new Technology Director, it was time to establish an instructional technology committee which would be focused on instruction and embedding technology in the instructional program. He explained that this committee would facilitate the integration of existing and emerging technologies in all aspects of our educational and instructional community. Mr. Ponce said the committee would enhance learning for students and faculty. Mr. Ponce further explained that this committee would determine where the school currently stands in regard to technology and where the school wants to be. He stated that the committee would have a representative from each division, administrators, and a Board member, with the new Technology Director serving as a co-chair. Mr. Ponce said he hoped the

committee would be functioning so the first meeting would be held in January or February 2013.

Board members raised questions about the current technology committee and the difference between the two. Mr. Ponce said that the new Director of Technology should be asked to formalize a concept of what was needed and then bring a recommendation to the Board.

Mr. Molinaro said the committee needed to be comprised of people who would focus on strategy and people who focus on tactics.

The current technology committee has met only a few times recently. Mr. Ponce wants a broad-based group processing this issue.

#### 9. Future Dates

- a. Winter Break – December 24, 2012 – January 4, 2013 (No School)
- b. Regular Semi-Monthly Board of Education Meeting – January 8, 2013 – 7:00 p.m.
- c. Special Closed Session Board of Education Meeting – January 10, 2013 – 6:30 p.m.
- d. First Round Interviews for Superintendent Conducted Week of January 14, 2013. Date and Time to Be Determined.
- e. Second Round Interviews for Superintendent Conducted Week of January 21, 2013. Date and Time to be Determined.
- f. Regular Semi-Monthly Board of Education Meeting – January 22, 2013 – 7:00 p.m.

Ms. Doremus pointed out that January 8<sup>th</sup> is the first Board meeting in January. Board packets would need to be sent Friday, December 21<sup>st</sup>. She asked if Board members would want to push the meeting back to the third Tuesday in January. Ms. Doremus reminded Board members of the upcoming interviews and the Joint Board meeting on January 28<sup>th</sup>.

It was agreed that the January 8<sup>th</sup> Board packet would be sent to all Board members via email. Board members also asked that Friday updates no longer be sent to their homes, but sent via email.

#### Open Comment

Mr. Gunderson reported that Special Olympics participated in a game over the weekend, and that Kerry Doremus made her first basket in four years. He stated there was a fundraiser on January 12<sup>th</sup> and that support would be appreciated.

#### Public Participation

Ms. Doremus stated that public participation had already been held but that she would make an exception and re-open it to accommodate the request of two individuals to speak. She informed them that they would each have up to 5 minutes per person to address the Board.

Ms. Guadalupe Velazquez told the Board she would like to address them in Spanish. Mr. Ponce said that he would translate.

Ms. Velazquez told the Board that Community High School is one of the lowest achieving schools in DuPage County. She asked what the school was doing to address this critical issue. Ms. Velazquez also asked what the school was doing to ensure that the faculty was encouraging students? She asked how the school prepares and communicates with the community to help the students. Ms. Velazquez stated that students are taught to

prevent crime and drugs at school. She asked what the school was doing to educate parents on the same topics so they could encourage their children.

Ms. Doremus said that the Board was happy to see these parents at the Board meeting showing an interest in their student's education. She said that Mr. Ponce would be happy to meet with them and address their concerns.

Ms. Rocio Velazquez addressed the Board and asked for assurance that her son would receive an excellent education from the school. Ms. Velazquez said that she knows parents are the main key, and that she encourages her son to study and be something. She said that teachers are not babysitters. Ms. Velazquez said her son was robbed in P.E. and that she had talked to the teacher. The teacher said he was sorry, but that there was nothing he could do. She said the teacher told her to go to the police station and fill out a report. Ms. Velazquez said that she was concerned about safety and whether there was enough supervision in the school. She said that there was an increase in drug use in the school. Ms. Velazquez also stated that she would like to see staff wearing identification so she would know who to ask for help. Ms. Doremus told Ms. Velazquez that Mr. Ponce would contact her and respond to her questions and concerns.

#### Open Comment

Mr. Gunderson said that topics raised by the parents brought up concerns regarding the Student Attendance and Discipline Reports. He said the report showed three thefts for the entire year, and yet Ms. Velazquez said that theft had increased. Mr. Gunderson said that the school should be keeping a record of all thefts, even when students and parents reported them to the police department.

Mr. Campos said that he knew of several meetings which had been held recently in conjunction with the Regional Office of Education to reach all parents. He said he knew that interventions were in place to reach out to all parents. Mr. Ponce said that 100 parents had attended the last ESL Parent Meeting. He said that there had been 3 activities focused on Latino parents last week, and that there was a meeting this week for Title 1 parents. Mr. Ponce said he would check to see if drug incidents were up. He also said some of the incidents mentioned could have occurred outside of school.

Ms. Doremus asked Mr. Ponce to report on his discussions with the parents at the next Board meeting.

#### **CONSENT AGENDA (Roll Call)**

Action items considered routine and/or which have been previously discussed by the Board will be enacted under one roll call motion unless removed for separate action upon Board request. They are enumerated under the heading "Recommended Action".

1. Items Removed from Consent Agenda for Separate Action:  
Finance Committee Minutes
2. Consent Agenda Action for All Items Except those Listed in 1. Above.  
**RECOMMENDED MOTION:** That the Board approve all items on the Consent Agenda which have not been specifically removed for separate action as shown on line 1. immediately above.  
**MOTION:** Mr. Campos  
**SECOND:** Mr. Saake  
**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

**CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):**

1. **Approval of Minutes — (Att. §C – pp. 1 - 8 )**  
 Board of Education Meeting – At Table December 4, 2012  
**RECOMMENDED MOTION:** That the Board of Education approve the minutes of the meeting of December 4, 2012, as listed above.
  
2. **Approval of Financials — (Att. §A – pp. 1 – 46 )**
  - a. Approve Current Expenditures  
**RECOMMENDED MOTION:** That the Board of Education approve the expenditures from November 15, 2012 to December 12, 2012.
  - b. Imprest Fund Statement
  - c. Treasurer’s Report
  - d. Statement of Position
  - e. Financial Report
  - f. Statement of Revenue/Expenditures YTD Ending November 30, 2012
  - g. 3-Year Budget/Actual Report
  - h. Grant Reports
  - i. Cash Fund
  - j. Activity Account Fund Balance
  - k. Vendor Activity Report
  - l. Outstanding State Revenue Payments
  - m. Quarterly Financial Report (Oct, Jan, Apr, July ONLY)
  - n. FY13 Budget Report

**NEW BUSINESS**

1. **Personnel Reports – (Roll Call)**  
 This item was moved to closed session.
  
2. **Board Policy Series ¶4000 – (Roll Call)**  
**RECOMMENDED MOTION:** That the Board of Education approve on 1<sup>st</sup> Reading Policy Series ¶4000, Support Services, Health and Student Activities as shown on (Att. §B - pp. 6 – 41 ).  
**MOTION:** Mr. Molinaro  
**SECOND:** Mr. Saake  
 Mr. Molinaro asked if everyone approved of page 4-15.  
**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0  
 Mr. Ponce stated that he would like to bring this policy back to the next meeting for 2<sup>nd</sup> reading. It was agreed that all policies which have been approved at 1<sup>st</sup> reading should be brought back for 2<sup>nd</sup> reading.
  
3. **Proposed 2013-14 School Calendar – (Roll Call)**  
 Administration is recommending the adoption of the 2013-2014 School Calendar. It has been reviewed by members the Support Employees and Teachers Associations, parents and representatives of the three elementary feeder districts.  
**RECOMMENDED MOTION:** That the Board of Education approve the proposed 2013-2014 School Calendar as shown on (Att. §B – pp. 42 – 42 ).  
**MOTION:** Mr. Saake  
**SECOND:** Mr. Kotche

**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

4. **Resolution Supporting Governmental Self-Insurance Pooling and in Opposition to Non-Productive Legislative Restraints – (Roll Call)**

During the last two spring sessions of the Illinois General Assembly, legislation was proposed which would effectively eliminate the ability of units of government in Illinois to join together in co-ops or pools for jointly purchasing insurance and other commodities. There is concern that this will be pushed again in the final days of the lame duck session in January. Intergovernmental cooperation was greatly expanded in the 1970 Illinois Constitution. Since then many purchasing and insurance co-ops and pools have been established which most of the nearly 7,000 units of government participate. District 94 is part of three pools for workers comp, health insurance and liability insurance. These pools, as a form of self-insurance, when combined with 80 other districts for health insurance and 170 for liability allow the District to dramatically reduce its costs as opposed to purchasing individually. Several state wide associations are asking their members to take action opposing such legislation and informing their legislators of their position.

**RECOMMENDED MOTION:** That the Board of Education approve the resolution supporting Governmental self-insurance pooling and in opposition to non-productive legislative restraints as presented in the packet \ (Att. §B - pp. 43 – 46).

**MOTION:** Mr. Saake

**SECOND:** Mr. Campos

**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

**OLD BUSINESS - None**

**EXECUTIVE SESSION – Only if needed and with the understanding that possible action could be taken on matters discussed in closed session.**

**RECOMMENDED MOTION TO**

**MOVE TO CLOSED SESSION:** That the Board of Education hold a Closed Session at 9:15 p.m. for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and collective negotiating matters.

**ACTION AFTER RETURN TO OPEN SESSION:**

1. **Personnel Reports – (Roll Call)**

**RECOMMENDED MOTION:** That the Board of Education approve the Personnel and Supplemental Contract reports as presented in the packet and at table. (Att. §D – pp. 1 – 4).

**RECOMMENDED MOTION:** That the Board of Education accept the resignation of Kathleen Shackelford, Personal Care Assistant in the Special Education Division, effective January 11, 2013 and James Moore, Custodian, effective December 21, 2012.

**MOTION:** Mr. Saake

**SECOND:** Mr. Molinaro

**VOTE:** Unanimous Approval on Roll Call Vote 7 – 0

**Superintendent Search Report:**

BWP, the consulting firm assisting the Board to identify a new superintendent, has asked for a salary range the Board is willing to pay the new superintendent. The Board stated the range should be established based on the finalists selected. If the salaries of the finalists are known, it will help the Board establish a range. The range will depend on who is selected as the superintendent. The Board will need to be convinced of the value of the person selected. The Board will seek additional information from BWP. The Board will want to know how much the finalists are currently earning.

**ADJOURNMENT**

**RECOMMENDED MOTION:** That the Board of Education meeting  
be adjourned at 10:13 p.m.

**MOTION:** Mr. Saake

**SECOND:** Mr. Campos

**VOTE:** Unanimous Approval on Roll Call Vote 7 – 0

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Katherine M. Doremus, President

ATTEST:

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Ruben Campos, Secretary