

Board of Education
COMMUNITY HIGH SCHOOL DISTRICT 94
12/4/2012 – 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. Kotche, Mr. Molinaro, Mr. Nagel and Mr. Saake.
5. Additions to Agenda:
None

PUBLIC PARTICIPATION (Agenda Items Only)

None

REPORTS AND INFORMATION

1. Art Overview
Megan Dulkyns gave a PowerPoint presentation to the Board which highlighted the following:
 - Art Department’s Philosophy
 - Recent Changes (Instructional)
 - CRISS Strategies
 - New Rubric Format
 - Recent Changes (New Classes)
 - Studio Art
 - Advanced Ceramics
 - Growing NumbersMike Conroy presented a PowerPoint of the photography program which highlighted the following:
 - WeGo Digital & Film
 - Digital Photo using Adobe Photoshop
 - Computer Based Automatic Cameras
 - Image Manipulation
 - Thematic Assignments
 - Color Mode Changes
 - Film Photography which offers dual college credit (Photo 1 & 2=6 semester hrs. /COD)

- Hands On/No Computer
- Cooperative Learning
- Students Create With Raw Materials
- Analog Art Without Aid of a Program
- Film Developing
- Portraits
- Hand Color Black and White Prints
- Brookfield Zoo Field Trip
- Composition & Visual literacy
- History of Photography
- Reports on Photography Careers
- Iconic Images-Power of a Photograph
- Film Class Provides: Cost Savings/Tuition/Equivalency and an Opportunity/Incentive for College

Mr. Nagel asked how many art students pursue art in college or as a career. Mr. Exner replied that the national average is 2% to 5% of total enrollment.

Mr. Molinaro asked if there were any mediums the Art Department would like to work with. Ms. Dulkyns responded that she felt that jewelry making would be popular with students.

Mr. Exner said that Community High School's Mission Statement outlines the core values of Learning, Leadership and Living. He said that the Art Department incorporates all of these values. Mr. Exner also stated that the Art Department utilizes all technology offered by the school.

2. BWP and Associates Present Superintendent Profile

Dr. Philip Ehrhardt, Dr. Mark Friedman and Dr. Anne Noland from BWP and Associates distributed the Superintendent Needs Profile that was created for Community High School. The Profile outlined the results of the November 14, 2012 survey of Board members, staff, community representatives, and other focus groups identified by the school board to develop the superintendent profile. The results outlined:

- the significant strengths of the District
- the significant issues or concerns facing the District
- characteristics that the next superintendent needs to be successful
- other information that the Board should consider in selecting the superintendent.

The results were broken out by responses from:

- School Board Members
- Teachers
- Administration
- Parents and Business Community/Feeder Schools
- Students

An online survey was made available to the Community High School stakeholders as well. Dr. Noland reported that there were 219 respondents, including 17 responses from a Spanish-speaking parent meeting. The results outlined:

- Most significant strengths of the District
- Most important skills in a superintendent
- Most important characteristics superintendent should exhibit

- Experience desired in a superintendent
- Issues or concerns facing the district in the next five years

Dr. Ehrhardt summarized the attributes identified by stakeholders as being critical in the selection of the new superintendent:

- Effective Communicator
- Visionary Leader
- Collaborative Leader
- Instructional Leader
- Fiscal Manager
- Visible and Approachable Leader
- Transformational Leader
- Effective Decision Maker
- Relationship Builder
- Effective Leader in School Board Relations

Dr. Ehrhardt then asked the Board if they had any questions. Mr. Campos asked how many total Hispanic responses had been received. Dr. Ehrhardt said that there had been 17 who had responded in Spanish, but most likely many other Hispanics had responded in English.

Mr. Nagel asked what is unique about what Community High School is looking for in a superintendent compared to other districts. BWP and Associates consultants responded that the new superintendent would be working with a community that is very diverse, would be working in a school where academics are stagnant, would need to meet the needs of all students, leadership, and improving the image of the school through public relations.

BWP and Associates reported that more people completed the online survey than attended the focus groups. Mr. Gunderson said he would have liked to have seen the results divided by staff members who live in district and those who do not.

Mr. Molinaro observed that the Board's interview questions should be derived from the survey results. Dr. Noland said that BWP and Associates would be meeting with the Board at a future date to provide sample interview questions.

Mr. Saake asked if the items which are unique to District 94 would weigh heavily in BWP's process of filtering candidates. BWP and Associates responded that they would.

Dr. Ehrhardt shared with the Board that there are 38 candidates who have completed the application process.

Dr. Ehrhardt said that, after the application deadline closes on December 7th, BWP and Associates will be interviewing a pool of candidates the week of December 17th, and will come back to the Board with a slate of candidates, sample interview questions and training on January 10th.

3. Board Policy Series 4000 (Att. §B - pp. 1 – 36)

Mr. Ponce directed the Board's attention to handouts in their folders. He reported that some additional edits had been made to Board Policy Series 4000 by Attorney Boyle and Mr. Nagel since the packets had been sent to Board members, and that administration would incorporate those changes into the policy.

Mr. Saake said he would like to have Policy 4108 expanded to allow for the addition and phasing out of clubs through a periodic review process.

- Mr. Nagel questioned including the Board-approved Policy 4204 and 4207 in Series 4000 as it had been approved at the last Board meeting. Mr. Saake said these should be included as the Board is approving the entire series.
- Mr. Ponce stated Maura Bridges would attend the next Board meeting when Policy Series 4000 is brought back for first reading.
4. National School Boards Association Annual Conference & Exposition
This item was tabled.
 5. Budget Reports for 2012-2013
Mr. Cole distributed the Budget report for November 2012.
Mr. Cole then reported that legislation had been signed which changed the last day of the petition filing period for the upcoming school board election from December 24th to December 26th at 5:00 p.m. Mr. Cole said this then pushes the last day to conduct the lottery from January 2nd to January 3rd. He stated that the lottery for initial filing would be held at 8:00 a.m. on December 17th.
Mr. Cole informed the Board that a telecommunications kickoff meeting with staff had been scheduled for Tuesday, December 11th. Mr. Cole said a series of emails had been sent inviting selected staff members, feeder districts and board members to attend the meeting.
 6. Principal's Report
Dr. Cheng reported there had been cursory discussions regarding One to One Computing at the building level. He stated the topic is one which many school districts are currently reviewing. Dr. Cheng said that Leyden Township High School and Stevenson High School had both gone to One to One Computing. He said that the topic of technology arises as textbook allocation is discussed. Dr. Cheng stated technology will have huge ramifications in the future and is worth discussion.
 7. Assistant Superintendent's Report
Dr. Chambers reported that she and Dr. Cheng will meet with Division Heads next week to discuss non-tenured teachers' progress toward tenure. She said they will also discuss any programmatic changes or recommendations that they may have.
Dr. Chambers told the Board the Director of Technology interview process is well underway. She said that she and Dr. Cheng had reviewed 15 applications. First round interviews of seven candidates were conducted last week, and Dr. Chambers reported second round interviews would be conducted December 5th. She stated there should be a recommendation to hire at the December 18th Board of Education meeting.
 8. Strategic Plan Update (Att. §B - pp. 37 – 40)
Dr. Chambers distributed a memo outlining the revised plan for Human Resources and Staff Development. Dr. Chambers reported that she, Mr. Kotche and Mr. Nagel had created a small number of measurable goals which would be indicators of success utilizing a SMART Goals format. Four goals are being recommended:
 - Annually, by November 1, gather comparable salary and benefit data for certified, non-certified, and administrative positions from benchmark districts and the US Department of Labor, as applicable, and present to the Board
 - Annually by June 30, determine rates of:
 - voluntary attrition – personal/family/medical

- voluntary attrition – career-related
- involuntary attrition (RIF, release, termination for performance, resignation to avoid termination)
- retirement, disability death
- By July 1, 2013, identify and recommend for purchase software to gather certified staff performance data on the *Complete Growth and Evaluation Framework* evaluation plan components
- By September 1, 2016, facilitate the development and adoption of a PERA-compliant teacher evaluation model utilizing student growth data as a significant factor in the summative rating including a pilot of the program for the 2015/2016 school year

Mr. Saake asked if information would be available concerning attrition for the past several years, and Dr. Chambers stated she had begun gathering some past data and would have at least 4 years of previous information.

Dr. Chambers asked Board members if she should continue to move forward and they responded yes.

9. 2013-2014 School Calendar (Att. §B - pp. 41 – 41)

Mr. Ponce directed the Board's attention to the Draft 2013-2014 School Calendar. He stated he would like to bring the calendar to the December 18th Board meeting for approval. Mr. Ponce told the Board that he and Kristina Mallon, president of the West Chicago High School Teachers Association, had both reviewed the document and had then passed it along to others to review. Mr. Molinaro asked if there were any significant changes. Mr. Ponce responded that parent conferences were adjusted to Thursday and Friday before spring break. Mr. Saake asked if the calendar had been shared with the feeder districts and Mr. Ponce responded that it had been shared. Mr. Nagel asked if a date had been established for commencement in 2014. Dr. Cheng responded that it had not yet been set.

10. Future Dates

- a. Regular Finance Committee Meeting – December 12, 2012 – 7:30 a.m.
- b. Regular Semi-Monthly Board of Education Meeting – December 18, 2012 – 7:00 p.m.
- c. Winter Break – December 24, 2012 – January 4, 2013 (No School)

Open Comment

Mr. Saake reported that the Booster Club had distributed over \$13,000 from fall concessions to sports and activities. Mr. Saake said the Boosters had done an amazing job of bringing things back together, and that they are using the same structure for indoor concessions.

Mr. Kotche reminded everyone that the Education Foundation was holding its fundraiser Saturday, December 8th.

Ms. Doremus reminded everyone that the Open Meetings Act Training was due.

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: None
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. Saake
SECOND: Mr. Gunderson
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 November 27, 2012
 Closed Session Board of Education Meeting – November 27, 2012
 At Table
RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of November 27, 2012, as listed above.

NEW BUSINESS

1. **Personnel Reports – (Roll Call)**
 There was no Personnel Report.
2. **Proposed 2012 Property Tax Levy – (Roll Call)**
 The District receives approximately 80% of its revenues from local property tax. The Levy for 2012, collected in 2013, by Statute, must be filed by the third Tuesday of December. At the November 13 Board meeting the levy was discussed and staff was given direction for the development of the documents. The levy as submitted utilizes the 3% CPI factor and includes a one half of one percent balloon. This will have the potential to generate over \$700,000 from the 2011 extension level.
RECOMMENDED MOTION: That the Board of Education approve the Resolution Establishing the 2012 Tax Levy, the Resolution to Levy Certain Taxes, to waiver their full reading, to authorize the Board President and Secretary to execute the requisite documents and all of said documents as shown on (Att. §B - pp. 42 – 49) to be made a part hereof.
MOTION: Mr. Saake
SECOND: Mr. Campos
 Mr. Saake emphasized that he was voting in favor of the levy with the understanding the Board will abate approximately half of the increase.
VOTE: Unanimous Approval on Roll Call Vote 7 - 0

OLD BUSINESS - None

PUBLIC PARTICIPATION

Alexis Handelman, a sophomore at Community High School, addressed the Board and said that she was concerned about interaction at school. She said she had been threatened at school and would like someone to respond to the threat and the negative interaction with school personnel.

Ms. Doremus thanked Ms. Handelman and said that the Board would take this under consideration. She told Ms. Handelman that the Board does not respond at the Board table, but that the Superintendent would get back to her.

Mrs. Handelman, Alexis' mother, addressed the Board and stated that her daughter was not happy in the school.

Ms. Doremus said someone would respond to her the next day.

EXECUTIVE SESSION – None

ADJOURNMENT

RECOMMENDED MOTION: That the Board of Education meeting
be adjourned at 8:48 p.m.

MOTION: Mr. Saake

SECOND: Mr. Campos

VOTE: Unanimous Approval on Voice Vote 7 – 0

Katherine M. Doremus, President

ATTEST:

Ruben Campos, Secretary