

Board of Education
COMMUNITY HIGH SCHOOL DISTRICT 94
11/27/2012 – 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. Dirk Gunderson 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, and Mr. Saake.
5. Additions to Agenda:
None

PUBLIC PARTICIPATION (Agenda Items Only)

The Division Head of Humanities, Lisa Willuweit, gave Board Members a copy of the November/December 2012 issue of Social Education which featured Community High School’s government class and the mock election which was held on November 3, 2012. She said the magazine also featured Ms. Mary Ellen Daneels who teaches the class.

Mr. Nagel arrived at 7:02 p.m.

STUDENT RECOGNITION

Gary Saake recognized Isreal Malave as October, 2012 Student of the Month and Katie Krone as October, 2012 PeaceBuilder of the Month.

REPORTS AND INFORMATION

1. Mathematics Overview
Allister Scott, Division Head of Math and Science, presented an overview of the Mathematics Division:
 - Vision
21st Century Skills for All – Mathematical Problem Solving
 - Mission
 - To provide students with a comprehensive math education which prepares them for the 21st century.
 - To teach students how to use mathematics to problem solve.
 - Common Core Standards
 - Outline the skills and practices needed for the 21st century
 - Two parts to the standards
 - Math Practices

➤ Math Content

- Standards – Common Core
 - The Common Core State Standards provide a consistent, clear understanding of what students are expected to learn, so teachers and parents know what they need to do to help them. The standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills that our young people need for success in college and careers.” <http://www.corestandards.org/>
- Common Core Standards for Mathematical Practice
 - Make sense of problems and persevere in solving them.
 - Reason abstractly and quantitatively.
 - Construct viable arguments and critique the reasoning of others.
 - Model with mathematics.
 - Use appropriate tools strategically.
 - Attend to precision.
 - Look for and make use of structure.
 - Look for and express regularity in repeated reasoning.
- Common Core Standards for Mathematical Content

The high school standards are listed in conceptual categories:

 - Number and Quantity
 - Algebra
 - Functions
 - Modeling
 - Geometry
 - Statistics and Probability
- Seeing Structure in a Quadratic Equation
- Assessment Practices
 - An increase in the use of Assessment for Learning– information gathered and reported for the use in the development of knowledge and skills of the student
 - Both teachers and students should be users of Assessment for Learning.
- Summative Assessment Practices
 - Assessments that are used to benchmark student learning of course objectives.
 - All Teachers within each course administer the same assessments
- Standards Based Grading
 - Student is assessed on mastery of a specific learning objective linked to a standard and outlined to the student
 - Three different categories of questions are given on each learning objective:
 - Category 1 – basic mathematical concept
 - Category 2 – requires application of the basic concept
 - Category 3 – requires the synthesis of concepts and mathematical concepts
- Progress
 - Development of activities that require problem solving and higher order thinking aligned to the common core
 - Development and piloting of assessments aligned to the common core

- Expanding standards based grading to meet the needs of the common core
- Researching vertical and horizontal alignment to meet the needs of the common core

Mr. Nagel expressed concern that students with good math skills might have difficulty with math problems presented in verbal form. Mr. Scott said that is what it is believed common core assessments will look like. Mr. Nagel said that more emphasis will need to be placed on reading skills. Dr. Cheng stated that an initiative called Literacy Across the Curriculum had been implemented which is a broad-based understanding of how to read, but also how to read specific to the discipline.

Mr. Kotche asked where the Mathematics Division was in the evolutionary process of common core. Mr. Scott responded that administration made a decision last year to not worry about the mathematical piece for several reasons. The first reason is that West Chicago Middle School is aligning to the common core standards, and the high school is not receiving incoming freshmen who are common core algebra ready. Eventually the gap between middle school and high school will close. Mr. Scott stated the biggest change is teaching students to think like a mathematician. He said that the Math Division had made practice assessments over the previous summer, and that the Division is piloting those assessments in algebra this year.

Mr. Nagel asked how the school will address students with excellent math skills, but not reading skills and Dr. Cheng said that is why Literacy Across the Curriculum is being implemented, to teach teachers to understand what the specific strategies are to understanding how to read within each discipline.

Mr. Gunderson asked if classes would need to be broken up into different groupings to accommodate students who can see the application better than the math and vice versa. Mr. Scott said the two assessments are currently separated in the algebra grade book, one for practice and one for skill. Mr. Nagel asked how common core would change Advanced Placement classes, and Mr. Scott said he did not anticipate any change.

2. Board Policy Series 4000

This item was tabled and will be brought back to the next Board meeting on December 4, 2012

3. Budget Reports for 2012-2013

Mr. Cole stated he had nothing new to report.

4. Principal's Report

Dr. Cheng updated the Board on the partnership between Community High School and College of DuPage. He stated the partnership is being formed to help bring the focus of college and careers to high school students. He reported that, since the presentation COD gave at the July 17, 2012 Board Meeting, representatives from CHS and COD had met again in November and the Vice President of Academic Affairs, Dr. Hartje, joined the group to replace one of the original representatives. Dr. Cheng said an after-school Speech class had already been introduced, and that another dual credit class would be introduced second semester, English 1101. He said that a Horticulture Vocational Skills class for Special Education Transition students would be added second semester, which would also be a dual enrollment class. Dr. Cheng reported that a presentation regarding the partnership had been given to the Education Foundation in November which was very enthusiastically received.

Dr. Cheng told the Board that Dr. Hartje from College of DuPage had asked if he would be willing to present to the COD faculty what common core is and what they can expect to see in incoming students.

5. Assistant Superintendent's Report

Dr. Chambers reported that she had met with Andy Glowaty to begin migrating information to the school's website for the transparency initiative. She said that they will work to make the site more user-friendly and efficient. Dr. Chambers stated she would present the website to the Board at a meeting in January.

Dr. Chambers then reported that she, Mr. Kotche, and Mr. Nagel have been working through the final stages of the Human Resources and Staff Development update of the Strategic Plan and plan to bring the proposed updates to the Board in December.

Dr. Chambers distributed the staffing calendar for the 2013-14 school year. She stated that students are currently going through course selection and sectioning numbers will be available in February. Dr. Chambers said she would bring the annual staffing report to the Board at its March 19, 2013 meeting.

6. Future Dates

- a. Regular Semi-Monthly Board of Education Meeting – December 4, 2012 – 7:00 p.m.
- b. Regular Finance Committee Meeting – December 12, 2012 – 7:30 a.m.
- c. Regular Semi-Monthly Board of Education Meeting – December 18, 2012 – 7:00 p.m.

Open Comment

Board Members

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. 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 – November 13, 2012
 Closed Session Board of Education Meeting – November 13, 2012
 At Table
RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of November 13, 2012, as listed above.

2. **Filing of Minutes - (Att. §C - pp. 9 - 11)**
 Finance Committee Meeting - November 14, 2012
RECOMMENDED MOTION: That the Board of Education approve for filing of the above minutes.
3. **Approval of Financials — (Att. §A – pp. 1 – 53)**
- a. Approve Current Expenditures
RECOMMENDED MOTION: That the Board of Education approve the expenditures from October 18, 2012 to November 14, 2012.
 - b. Imprest Fund Statement
 - c. Treasurer's Report
 - d. Statement of Position
 - e. Financial Report
 - f. Statement of Revenue/Expenditures YTD Ending October 31, 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)**
 There was no Personnel Report.
2. **Conference Affiliation – (Roll Call)**
 On Wednesday, November 14th, Community High School District 94 was notified by the Upstate Eight Conference that Community High School was unanimously accepted into their conference beginning with the 2013-2014 school year.
RECOMMENDED MOTION: That the Board of Education accept the Upstate Eight Conference's invitation to become a member of the Upstate Eight Conference effective July 1, 2013.
 Dr. Cheng reported that, since the November 13, 2012 Board meeting, the Upstate Eight had also extended invitations to Glenbard East and West Aurora. He said that, if they accept, the Upstate Eight would become a conference of 16 schools and that the realignment would be based upon locations and proximity.
MOTION: Mr. Campos
SECOND: Mr. Molinaro
 Mr. Molinaro asked if there were any assurances there would be realignment in 2 years even if Glenbard East and West Aurora did not join the conference; Dr. Cheng said it had been communicated to him that there would be realignment within the conference in 2 years. Mr. Gunderson stated that it was crucial that the realignment occur.
 Mr. Nagel said he was concerned by the process that was used to get into the Upstate Eight Conference. He stated that much due diligence and analysis had been done for the previous conference decision. Mr. Nagel shared his concern that there was no background information on the Upstate Eight. He said he did not

want a precedent set where administration comes to the Board with insufficient information or options.

Dr. Cheng responded that he was not happy with the process. He stated that he had indicated interest to the Upstate Eight earlier as a viable conference. Dr. Cheng said discussions had been held at the Board level regarding the Upstate Eight when the decision was being made to join the Metro Suburban Conference. He stated that administration would have been able to present the Board with options if the Metro Suburban Conference had not decided to rescind their invitation to Community High School.

Mr. Ponce said there had previously been feedback from Board members that the Upstate Eight would be a favorable conference to join. Mr. Nagel said the feedback had been anecdotal without the same type of information to analyze. Mr. Kotche said there had been a fair amount of information available regarding all of the schools in DuPage County, and that he had been aware of the Upstate Eight's enrollment; he said he didn't know what additional information would be needed to make the decision. Mr. Nagel said he did not question the decision, he questioned not having the ability to look at information and be comfortable with the decision. Mr. Kotche said the Upstate Eight was very comparable to the DVC as far as the breadth of sports and activities. He said there would not be a better match.

VOTE: Ayes: Campos, Doremus, Gunderson, Kotche, Molinaro, Saake

Nays: None

Abstain: Nagel

Motion Carried: 6 – 0, 1 Abstain

3. **Board Policy 4204 Medication in School and 4207 – Allergens – (Roll Call).** Public Act 97-0361 allows schools to voluntarily maintain a supply of emergency epinephrine auto-injectors (EpiPens) for students who have forgotten their EpiPen at home or who do not have a known allergy. A school nurse may administer an EpiPen to any student that he or she, in good faith, professionally believes is having an anaphylactic reaction and who does not have an Emergency Action Plan in place. Children with life-threatening allergies must have immediate access to emergency epinephrine when anaphylaxis occurs. Epinephrine can save a child's life by opening his or her airways until emergency personnel arrive. Administration is recommending the adoption of revised policy 4207 to allow the school registered nurse to administer an EpiPen to a student in the event of an allergic reaction even if the student has not been previously diagnosed with an allergy. Board policy 4204 will be revised to allow the District to assert the protection from liability afforded by the school code when a school district maintains a supply of EpiPens.

RECOMMENDED MOTION: That the Board of Education approve the adoption of Policy 4207 – Medication in School and 4204 – Allergens on second reading.

MOTION: Mr. Molinaro

SECOND: Mr. Saake

Mr. Nagel questioned the inclusion of a paragraph in Policy Series 4204 which states "A student's parent/guardian must indemnify and hold harmless the District and its employees, agents, and the prescribing physician, against any claims,

except a claim based on willful and wanton conduct, arising out of: a student's self-administration of medication or EpiPen; the storage of any medication by school personnel; or, the use of an EpiPen regardless of whether authorization was given by the pupil's parents or guardians or by the pupil's health care provider." He stated that the policy was unenforceable. Mr. Ponce responded that Attorney Dan Boyle said it was the new law and needed to be included.

VOTE: Unanimous Approval on Roll Call Vote 7 - 0

4. **Installation of Chiller Crossover System – (Roll Call)**

After last summer's outage of the main chiller, administration is recommending the installation of a crossover system which would enable a portable unit to be connected within hours of a major breakdown. The work is to be performed by Voris Mechanical for a cost of \$6912.00 as shown on (Att. §B - pp. 31 – 39).

RECOMMENDED MOTION: That the Board of Education approve the installation of a chiller crossover system with the work to be performed by Voris Mechanical.

MOTION: Mr. Saake

SECOND: Mr. Campos

Mr. Nagel asked how the use of this system will be documented so future employees will know it has been put in place and how it operates. Mr. Gunderson said the system and valves would be labeled. Mr. Saake said the maintenance staff would know how to operate the system. Mr. Cole said that the system will have a maintenance contract.

Mr. Molinaro clarified that the Board was voting on the first document, and the second document was backup information

VOTE: Unanimous Approval on Roll Call Vote 7 - 0

5. **Phone System Consultant – (Roll Call)**

The existing analog phone system is nearing the end of its useful life. Staff has interviewed consultants to assist in the development of an RFP for a replacement system for installation next summer. Administration is recommending Technical Design Services, Inc. from Naperville to perform this service. Most likely, the recommendation will be for a voice over internet system. The cost is not to exceed \$15,550.00

RECOMMENDED MOTION: That the Board of Education approve the hiring of Technical Design Services, Inc. pursuant to proposal, with a cost not to exceed \$15,550.00 as shown on (Att. §B - pp. 40 - 46).

MOTION: Mr. Saake

SECOND: Mr. Campos

Mr. Cole clarified the purpose of hiring Technical Design Services, Inc. was to help identify a replacement system and to put the RFP to bid. Mr. Kotche said there will most likely be some synergy between the phone replacement system and security. Mr. Cole said Technical Design Services, Inc. also specializes in security.

VOTE: Unanimous Approval on Roll Call 7 - 0

OLD BUSINESS - None

PUBLIC PARTICIPATION - 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 8:16 p.m. for the purpose collective negotiating matters.

ADJOURNMENT

RECOMMENDED MOTION: That the Board of Education meeting be adjourned at 8:52 p.m.

ACTION AFTER RETURN TO OPEN SESSION - None

ADJOURNMENT

RECOMMENDED MOTION: That the Board of Education meeting be adjourned at 9:32 p.m.
MOTION: Mr. Saake
SECOND: Mr. Campos
VOTE: Unanimous Approval on Roll Call Vote 7 – 0

Katherine M. Doremus, President

ATTEST:

Ruben Campos, Secretary