

**Minutes of a Regular Meeting of the Board of Education  
of Community Consolidated School District 15  
Palatine, Cook County, Illinois  
Held on Wednesday, May 8, 2024  
at Walter R. Sundling Junior High School  
1100 N. Smith Street, Palatine, Illinois 60067  
Regular Meeting of the Board: 7:00 p.m.**

A regular meeting of the Board of Education of Community Consolidated School District 15, Palatine, Cook County, Illinois, was held on May 8, 2024, at Walter R. Sundling Junior High School, 1100 N. Smith Street, Palatine, Illinois. Board Members were notified by bulletin sent electronically on Friday, May 3, 2024.

**Roll Call**

Board President Szczupaj called the regular meeting to order at 7:05 p.m.

Board Members physically present: Ader, Khan, Hunt, Taylor, Szczupaj, Annerino, and Wang.

Board Members absent: None

Also present were Laurie Heinz, EdD, Superintendent of Schools; Deputy Superintendent Claire Kowalczyk, EdD; CSBO Diana McCluskey, Lisa Nuss, Assistant Superintendent for Human Resources; Lori Lopez, PhD, Assistant Superintendent for Teaching, Learning, and Assessment; Mindy McGuffin, EdD, Assistant Superintendent for Students Services; Thomas Edgar, PhD, Assistant Superintendent for Educational Services; and Director of Human Resources Shari Lazor, EdD.

**Closed Session**

Board President Szczupaj called the closed session to order at 6:35 p.m. Board Member Hunt made a motion, seconded by Board Member Khan, for the Board to convene in closed session to discuss the appointment, employment, discipline, performance, dismissal, and compensation of specific individuals of the public body, following 5 ILCS 120/2(c)(1).

**Roll Call vote:**

Ayes: Ader, Annerino, Hunt, Khan, Szczupaj, Taylor, and Wang

Nays: None

Absent: None

Motion Carried: (7-0)

**Reconvene in Open Session**

The Board returned to open session at approximately 7:01 p.m.

Motion to reconvene in Open Session made by Board Member Taylor, seconded by Board Member Annerino

**Roll Call vote:**

Ayes: Annerino, Hunt, Khan, Szczupaj, Taylor, Wang, and Ader

Nays: None

Absent: None

Motion Carried: (7-0)

### **Mission Statement**

Board President Szczupaj recited the new District's Mission Statement to open the meeting.

### **President's Welcome & Remarks**

Board President Szczupaj welcomed and thanked everyone for attending the meeting, especially those who attended the retirement reception, wishing the best of luck to all retirees. She added that with the end of the school year comes the ongoing construction season as part of the Moving 15 Forward plan.

### **Pledge of Allegiance**

Mr. Tomás Reyes, Winston Campus Junior High School Interim Principal, explained that all of the students who recited the pledge were selected by their teachers at Winston Campus Junior High because they embodied the Warrior Way. The Warrior Way was described as students who are kind, welcoming, accepting, respectful, and hard-working. It was shared that these students exhibit traits in and out of the classroom with their peers and staff every single day. He is very proud that they attend Winston Campus Junior High. **Warrior Way Students:** Mack S., Jazmyn L. M., Safaraz A., Guy M., Kayla J., Tymur T., and Bernice A.

### **Student Recognition: ILMEA Students**

District 15 students auditioned for and were selected to participate in our Illinois Music Educators Association (ILMEA) region's "district festivals." These honor ensembles bring together students from all over the area who have auditioned and been accepted for their instrumental skills and achievements. This year, through the hard work of their students and staff, they had several students participate in the various band, jazz band, and orchestra festivals. **ILMEA Students:** Robert L., ILMEA Junior Band Participant; Siona A., ILMEA Junior Band Auditionee; Eleanor L., ILMEA Junior Band Auditionee, Chloe K., ILMEA Junior Orchestra Participant, Erin S., ILMEA Junior Orchestra Auditionee, Ysabella F., ILMEA Junior Orchestra Auditionee, and Emmie K., ILMEA Junior Orchestra Auditionee.

### **Staff Recognition: Revised Nationally Board Certified Staff**

Director of Human Resources Shari Lazor recognized District 15's staff with National Board Certification. District 15 congratulated the following staff members: Jennifer Clarke, Marion Jordan-Gifted 5/6 Teacher Julie Davis, Marion Jordan- Grade 5 Teacher Kristen Eckman, Marion Jordan-Grade 3 Teacher Sue Faulhaber, Winston Campus- SP ED Hearing Impaired Teacher Minerva Milford, Plum Grove- Foreign Language Teacher Jill Schwartzers, Frank C. Whiteley- Library Innovation Teacher Allison Willis, Pleasant Hill- Grade 1 Teacher Andre Zielinski, Stuart R. Paddock- Art Teacher again this month as a few staff members were erroneously omitted from the previous month's Board Recognition. Congratulations to our NBC staff!

**Staff Recognition: Above and Beyond Dana Karnia (Stuart R. Paddock)**

Dana Karnia, First Grade Teacher at Stuart R. Paddock was selected for the Above and Beyond recognition following a nomination submitted by SRP’s administration on behalf of a group of Karnia’s classroom parents. Mrs. Karnia’s nominators shared that she is remarkably dedicated and is tireless in her efforts to foster a nurturing and inclusive learning environment that makes her an invaluable asset to their school community.

**Staff Recognition: Above and Beyond Laura Dudycha (Lincoln School)**

Laura Dudycha, Second Grade Teacher at Lincoln School, was selected for the Above and Beyond recognition following a nomination submitted by a parent of a student in her classroom. Mrs. Dudycha’s nominators shared that this is the second time they have been lucky enough to have her. as their child’s classroom teacher. It was shared that she creates a wonderful classroom environment that allows all children to thrive. Additionally, they have seen an increase in their child’s scores due to Mrs. Dudycha’s ability to engage students in their learning.

**Public Comments**

Board President Szczupaj opened Public Comments by stating the procedures to address the Board. Comment forms were shared with Board President Szczupaj and the following citizens addressed the Board:

- No Public Comments were submitted to the Board

**5.1 Superintendent’s Reports**

Dr. Laurie Heinz, Superintendent of Schools, presented to the Board the May Report that provides a brief update on the following topics:

**Superintendent’s Office**

- Administrative Hiring and Assignment Shifts
- Safety, Parents as Partners, Superintendent Communication Council, and DACEE meetings
- Elementary and Middle School New Parent Nights
- RISE Award celebration at Lincoln School - Way to go, Mr. Mario!
- Career Day Presentations at CSJH and PGJH
- Ongoing meetings with the Village of Arlington Heights

**Administrative Services**

- Worked with the Transportation Department to create routes for this summer and next year
- Interviewed Assistant Principal candidates with the Human Resources Department
- Graduation planning with JH Principals and local police departments to ensure a smooth and celebratory event is enjoyed by all

**Business and Operations**

- Wrapping up department meetings to finalize FY25 tentative budget
- Preparing to close out FY24 spending
- Continued vigilance on construction and mindfulness toward staying on time and on budget!

## **Communications**

- Working on migrating content to the new website
- Supported schools in branding efforts
- Supported the one-five Staff Tribute initiative for Staff Appreciation Week

## **Educational Services**

- Preparing for Title 1 Summer Program, starting June 3
- End-of-year intervention review and selection meetings
- Planning ATG program transition to single grades at Stuart R. Paddock and committee work supporting the expansion of Advanced ELA for sixth graders

## **Human Resources**

- Gathering and synthesizing data for end-of-the-year state reporting
- Planning end-of-the-year celebrations in appreciation of school staff
- Interviewing and Hiring for the 2024-25 school year

## **Multilingual Programs**

- Sent Dual Language kindergarten acceptance letters last week
- Hosted NASA Astronaut Jose Hernandez on May 7th with our BPAC!
- Planning for summer school and summer virtual book clubs

## **Student Services**

- Planning professional summer learning opportunities
- Wrapping up the LEAP program review
- Working on student records moves for the upcoming year
- Preparing for the Extended Summer Year program (ESY)

## **Teaching, Learning & Assessment**

- Providing professional learning for future middle school teachers
- Collaborating with Art & Music Teams to design courses for Full-Day K and Grade 6
- Planning for summer professional learning and curriculum writing projects
- Collaborating with Tech to format achievement data in PowerSchool Unified Insights

## **Technology**

- Continued rollout of 5th/6th-grade student Chromebooks at elementary schools
- Preparation of the initial phase of the laptop refresh rollout for the second week of May
- Continued configuration of PowerSchool SIS and action on the data migration plan
- Continued configuration of PowerSchool Unified Insights with spring assessment scores
- Response to district- and area-wide Internet Service outage to support the continuity of school and district operations on April 29, 2024

## **6.0 Discussion/Informational Reports**

### **6.1 Update: Strategic Plan Priority 1: Success and Belonging**

Tom Edgar, PhD, Assistant Superintendent for Educational Services; Lori Lopez, PhD, Assistant Superintendent for Teaching, Learning, and Assessment; and Laura Swanlund, PhD, Director of Comprehensive Mental Health and Related Services, presented an update on the district's Strategic Plan Priority 1: Success and Belonging. The Priority 1 in the District 15 Strategic Plan focuses on Success and Belonging and encompasses two main goals:

1. Attaining equitable growth and achievement for all students, and
2. Increasing a sense of belonging, engagement, and enjoyment for all students.

This school year, efforts to attain equitable growth and achievement for all students have focused on creating a collaborative process for establishing rigorous goals and planning for instruction. Their teacher leadership committees have designed lessons for all middle school students to support executive functioning and a successful start to the school year. In addition, curriculum maps, pacing guides, common assessments, and report card assessment guides are being developed for all subject areas at each grade level.

## **6.2 Update: Electric Buses in District 15**

*NOTE: This item has been postponed to the next Board Meeting scheduled for June 12, 2024*

## **6.3 Transportation Update: Drivers, Tiered Busing, Next Year and Transition Planning**

Claire Kowalczyk, EdD, Deputy Superintendent, and Mr. Tom Bramley, Director of Transportation, presented an update on drivers, tiered busing, the busing for next school year, and planning for Mr. Bramley's retirement/succession planning in 2025.

## **6.4 Update: Resource for Middle School Health Units: Emotional & Mental Health; Nutrition & Physical Activity; Tobacco, Alcohol, and Other Drug Prevention; and Violence & Injury Prevention**

The Middle School Health Committee reviewed the resources to support four units of instruction: Emotional & Mental Health; Nutrition & Physical Activity; Tobacco, Alcohol, & Other Drug Prevention; and Violence & Injury Prevention.

The Committee recommends the adoption of ETR HealthSmart to support these four units. This curricular resource offers updated health materials available in both English and Spanish. The lessons are aligned to Illinois Learning Standards and Mandates. In addition, the ETR HealthSmart teacher presentation materials will support consistent instructional experiences for students across all middle schools.

## **6.5 First Reading of PRESS 114**

The Board of Education conducted its first reading of PRESS 114. The following policies were updated as part of PRESS 114:

- 2:40 - Board Member Qualifications

- 2:60 - Board Member Removal From Office
- 2:140 - Communications To and From the Board
- 2:260 - Uniform Grievance Procedure
- 2:270 - Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited
- 4:20 - Fund Balances
- 4:165 - Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- 4:190 - Targeted School Violence Prevention Program
- 7:10 - Equal Educational Opportunities
- 7:20 - Harassment of Students Prohibited
- 7:180 - Prevention of and Response to Bullying, Intimidation, and Harassment
- 5:10 - Equal Employment Opportunity and Minority Recruitment
- 5:20 - Workplace Harassment Prohibited
- 5:100 - Staff Development Program
- 5:120 - Employee Ethics; Code of Professional Conduct; and Conflict of Interest
- 5:300 - Schedules and Employment Year
- 6:60 - Curriculum Content
- 6:185 - Remote Educational Program

There will be a second reading and action taken on the policy updates from PRESS 114 at the next Board of Education meeting scheduled for June 12, 2024.

### **7.0 Acceptance of Minutes**

Board Member Hunt made a motion, seconded by Board Member Taylor, to approve the Regular Board of Education, and the Closed Session Meeting Minutes from April 10, 2024, placed on file:

Roll Call Vote

A voice vote was taken and the vote was unanimous.

The motion carried (7-0).

### **8.0 Board Committee Reports**

#### **8.1 ED-RED Committee**

Board Member Annerino shared that the legislature is nearing the end of its spring session on May 24, 2024. They are still negotiating House Bill regarding funding for newcomers. They are also still working on the equalized reimbursement of high-cost special education; this bill has passed out of the Senate and will be going to the House for a vote.

#### **8.2 one-five Foundation**

Board Member Taylor shared that the one-five appreciates everyone who purchased a chocolate bar for the Staff Tributes. Additionally, they are still looking for new trustees for next school year.

#### **8.3 Finance Committee**

Board Members Wang and Hunt shared that they met on May 7 and discussed administrative salaries and retaining talent in District 15.

#### **8.4 Equity Committee**

Board Members Khan and Ader shared there is nothing new to report regarding the equity committee. Samantha Ader gave a shout-out to Mr. Mario for winning the RISE award. She also thanked the District for hosting José Hernández, Astronaut, a Bilingual Parent Advisory Committee (BPAC) event with over 800 students and family members in attendance.

#### **9.0 Action Items**

##### **9.1 Approval of Personnel Report: Administration, Certified, and Non-Certified**

Board Member Hunt made a motion, seconded by Board Member Ader, motion to approve the Personnel Report: Administration, Certified, and Non-Certified, as presented.

Roll Call Vote

Ayes: Khan, Szczupaj, Taylor, Wang, Ader, and Annerino

Nays: None

Abstain: Hunt

Absent: None

Motion carries (6-0)

##### **9.2 Approval of Bid Award #24-015 Milk**

Board Member Taylor made a motion, seconded by Board Member Wang motion to award a one-year contract for Milk to Prairie Farms (Crestwood, IL) in the amount of \$334,236.00, as presented.

Roll Call Vote

Ayes: Khan, Szczupaj, Taylor, Wang, Ader, Annerino, and Hunt

Nays: None

Abstain: None

Absent: None

Motion carries (7-0)

##### **9.3 Approval of Bid Award #24-017 Fresh Produce**

Board Member Wang made a motion, seconded by Board Member Hunt motion to award a one-year contract for Fresh Produce to Prime Produce (Chicago IL), for a total bid award of \$254,906.25, as presented.

Roll Call Vote

Ayes: Szczupaj, Taylor, Wang, Ader, Annerino, Hunt, and Khan

Nays: None

Abstain: None

Absent: None

Motion carries (7-0)

#### **9.4 Approval of Bid Award #24-016 Double Deck Natural Gas Convection Ovens**

Board Member Annerino made a motion, seconded by Board Member Khan motion to award the bid for Double Deck Natural Gas Convection Ovens to Boelter in Waukesha, WI, for a total bid award of \$25,108.52, as presented.

Roll Call Vote

Ayes: Taylor, Wang, Ader, Annerino, Hunt, Khan and Szczupaj

Nays: None

Abstain: None

Absent: None

Motion carries (7-0)

#### **9.5 Approval of Middle School Health Curricular Resource**

Board Member Ader made a motion, seconded by Board Member Hunt motion to approve the Middle School Health Curricular Resource, as presented.

Roll Call Vote

Ayes: Wang, Ader, Annerino, Hunt, Khan, Szczupaj, and Taylor

Nays: None

Abstain: None

Absent: None

Motion carries (7-0)

#### **10.0 Consent Calendar**

Board Member Annerino made a motion, seconded by Board Member Ader, to approve the Consent Calendar items, as presented:

10.1 Approval of Consent Calendar

10.2 Budget Report

10.3 Investment Report

10.4 Report of Payroll Vouchers and Invoices

10.5 Student Activities Fund Report

10.6 Treasurer's Report

10.7 Agreement for Professional Therapy Services - LMK Speech-Language Therapy, LLC.

10.8 Agreement for Professional Therapy Services - KELLEY J SEAFIELD, SLP PLLC

10.9 Nonpublic Facility Contract for Parkland Prep Academy South Intensive of Oak Lawn

10.10 Nonpublic Facility Contract for the School of Expressive Arts and Learning in Lombard

10.11 Nonpublic Facility Contract for Allendale Stepping Stones in Lake Villa

10.12 Professional Therapy Services Contract - PediaStaff

10.13 Agreement for Professional Therapy Services - Reber Consulting, LLC

10.14 EMBRACE Direct Service Contract for 2023-2024

10.15 EMBRACE IEP and 504 Contract for 2023-2024

10.16 Agreement for Professional Therapy Services - MMC Educational Consulting & Staffing - CG

10.17 Agreement for Professional Therapy Services - MMC Educational Consulting & Staffing- JM

10.18 Agreement for Professional Speaker Services and Professional Development - Easter Seals DuPage and Fox Valley

10.19 Donation for Lincoln School. The Turoff Family has graciously donated \$ 1,000 in honor of their late family member, Arlene Turoff. Arlene was a Program Assistant at Lincoln School and loved working there.

10.20 Agreement for Field-Based Clinical Education Program - Loyola University Chicago School of Education

10.21 Agreement for Professional Therapy Services - 3Chords Inc and Therapy Travelers LLC DBA Epic Special Education Staffing

Roll Call Vote

Ayes: Ader, Annerino, Hunt, Khan, Szczupaj, Taylor, and Wang

Nays: None

Abstain: None

Absent: None

Motion carries (7-0)

### **11.0 Correspondence**

Dr. Heinz included a summary of Freedom of Information Act requests and the Impact Fees.

### **12.0 Adjourn Closed Session**

At 9:01 p.m. Board Member Taylor made a motion, seconded by Board Member Annerino to approve the adjournment of the meeting.

Roll Call Vote

A voice vote was taken and the vote was unanimous.

Motion carries (7-0)

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Lisa Beth Szczupaj, Board President  
Board of Education

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Anthony Wang, Secretary  
Board of Education