

BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64

Minutes of the Committee-of-the-Whole on Finance
held at 6:30 p.m. February 11, 2008
Raymond E. Hendee Educational Service Center
164 S. Prospect Ave., Park Ridge, IL 60068

President Sue Runyon called the meeting to order at 6:30 p.m. Other Board members present were Chris Mollet, Genie Taddeo, Ron James, Marty Joyce, and Ted Smart. Also present were Superintendent Sally Pryor, Assistant Superintendents Sandra Stringer and Diane Betts, Business Manager Bruce Martin, Director of Buildings & Grounds Jim Wuerffel, Director of Pupil Services Kathy Nelson, Director of Technology Planning & Assessments Larry Sorensen, Public Information Coordinator Bernadette Tramm, and one member of the public.

Ms. Runyon stated the purpose of the meeting was to discuss staffing needs for the 2008-09 school year. Dr. Pryor noted that tonight's meeting would be the second in a series of presentations regarding the administration's recommendations on staffing for the coming year. Dr. Pryor stated that during this committee meeting, she would preview the financial implications of a recommendation for additional staff to support District 64 goals. During the regular Board meeting, Dr. Pryor said she would discuss the broader implications of this recommendation on curriculum initiatives and student learning.

Dr. Pryor noted that at the last meeting on January 28, she had presented recommendations regarding additional administrative staff for 2008-09. She then described the three other areas where additional staffing is being recommended for the coming school year. First, Dr. Pryor stated the administrative team was recommending replacing the Jefferson Extended Day Lead Teacher with an administrative coordinator for the program. She noted that to provide a more immediate and comprehensive level of on-site management, it has become important to have a person with administrative training and certification as head of the program. The second recommendation is to add a psychologist to support the Early Intervening Services/Response to Intervention (EIS/RtI) initiative. Dr. Pryor noted that the role of the school psychologist in this new model would change from primarily testing to being a support to teachers and students throughout the EIS/RtI process. Dr. Pryor noted that the final recommendation would be to add 5 FTE literacy teachers at the elementary schools to support the EIS/RtI initiative.

Dr. Pryor reviewed the budget impact of the total package of recommendations being put forward by the administration for 2008-09. These have been grouped into four Scenarios, which show some variations in how the assistant principal recommendation from the January 28 meeting could be handled. The cost of the scenarios ranges from a high of almost \$1 million to a low of \$660,000. Business Manager Bruce Martin then reported that he had worked with Board member John Heyde to conduct a preliminary review of the impact of these recommendations on the District's long-range projections. Mr. Martin affirmed that even with the most costly scenario, the District should be able to achieve and sustain the Board's fund balance goal over an 8-10 year period utilizing the District's financial planning model based on the assumptions identified last year. Mr. Martin stated that the only change to the projections was to update the 2007 levy amount.

Dr. Pryor stated that the administration had carefully studied all the recommendations being brought forward for 2008-09, and was being particularly sensitive about asking for additional funding for staffing in light of its responsibility to be prudent with how the additional funds made available by the referendum are being spent. She stated that the recommended increased staffing is essential to meeting the goals of the District, particularly the mandated EIS/RtI program, which will add value to learning for all students. Therefore, Dr. Pryor stated that the administration would

recommend Scenario #2, which will provide: administrative support needed at the District level in the form of an EIS/RtI coordinator; assistance at the K-5 schools by maintaining a 10-month Assistant Principal position at Roosevelt and adding 4 full-time Building Assistant positions to the other elementary schools; assistance at Lincoln and for the summer school program by extending the Assistant Principal position to 12-months; assistance at Jefferson by replacing the team leader with a coordinator of extended day program; and, five elementary teachers and one psychologist to work directly with students and teachers. The total estimated cost of this package would be \$785,960 including salary and benefits. She noted that this represents the major staff increases the administration will propose for the 2008-09 school year.

In response to the Board's request from the January 28 meeting, Dr. Pryor reviewed a chart comparing District 64 pupil/administrative ratio with those of a standards comparison group of neighboring districts. She noted that District 64's current ratio of 273:1 is the second from the bottom of the group, and that Scenario #2 would lower the ratio to 243:1, which would elevate us only to the third from the bottom. Dr. Pryor also referred to 2008-09 enrollment projections given to the Board, which indicate that enrollment may cause the loss of six sections, which potentially might further reduce the overall budget impact of the proposed staffing increases.

In response to a question from Mr. Mollet, Dr. Pryor affirmed that Building Assistants would be effective in alleviating some of the day-to-day tasks of the principals, such as assessment scheduling, coordinating field trips, or overseeing entrance and dismissal, which would allow principals more time to focus on improving student performance and meeting school improvement goals. She stated that the recommendation to request building assistants rather than assistant principals is based on balancing budget realities against the expectations the District places on principals for student performance at their buildings. Responding to a question from Mr. Smart, Dr. Pryor noted the District will be sensitive to provide the community with a sound explanation and rationale for how the additional staffing fits into meeting the District's educational goals and will offer benefits for all students. She noted that Scenario #2 balances the staffing to provide more resources at all levels and primarily working directly with students to meet mandated state and federal goals of the EIS/RtI program. Mr. Mollet also suggested that the District continue to reaffirm for the community that this additional staffing will allow the Middle School Program Review and the Foreign Language in the Elementary Schools review, among other important learning initiatives, to go forward as planned as well.

Mr. Joyce noted that this type of staffing request spanning all levels was unprecedented in his memory, but that the District had been running very lean in terms of administrative oversight in recent years. Mr. James also noted that the District had had to bear many staffing cuts in previous years due to the financial constraints.

In response to a question from Mr. James, Dr. Stringer offered additional background about the Jefferson School Extended Day program, which has two full-time teacher assistants and 30 part-time staff. She noted that legal counsel highly recommends having a Type 75 administrator on site full-time. Dr. Nelson then confirmed that this administrator would not be responsible for the six early childhood classrooms at Jefferson, for which she is acting principal. Dr. Pryor noted that an Extended Day administrator would allow the District to enrich that kindergarten program further.

Ms. Runyon concluded the Committee-of-the-Whole on Finance meeting at 7:05 p.m., which was followed by a Committee-of-the-Whole on Strategic Planning before resuming the regular Board of Education meeting.

President

Secretary