

LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
THURSDAY, FEBRUARY 4, 2021 AT **7:30 PM**

BOARD OF EDUCATION  
**Scott L. Anderson**, *President*  
**Kevin Daly**, *Vice President*  
**John P. Vranas**, *Secretary*  
**Jeffrey S. Evens**  
**Myra A. Foutris**  
**Elaina Geraghty**  
**Rupal Shah Mandal**

ADMINISTRATION  
**Dr. Kimberly A. Nasshan**, *Superintendent of Schools*  
**Dr. David Russo**, *Assistant Superintendent for Curriculum and Instruction*  
**Courtney Whited**, *Business Manager/CSBO*

*Agenda of the Regular Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, to be held in the Lincoln Hall Auditorium  
6855 North Crawford  
Lincolnwood, IL 60712,  
on Thursday, February 4, 2021.*

**Notice of Change in Meeting Location  
for the February 4, 2021,  
Meeting of the Board of Education of School District Number 74,  
Cook County, Illinois**

Public Notice is Hereby Given that the meeting of the Board of Education of School District Number 74, Cook County, Illinois, scheduled for 4th day of February, 2021, at 7:30 o'clock P.M., at the Village of Lincolnwood Council Chambers, 6900 North Lincoln Avenue, Lincolnwood, Illinois, has been relocated to the Auditorium of the Lincoln Hall Middle School Building, 6855 North Crawford Avenue, Lincolnwood, Illinois, and will also be accessible by video conference via ZOOM webinar, which connection information will be made available via the following electronic link: <https://meetings.boardbook.org/Public/Organization/1270>.

The Agenda for the Meeting is as follows:

**IN-PERSON PARTICIPATION:** Pursuant to the Governor's disaster proclamation issued on January 8, 2021, no more than 10 people may gather at this location for the meeting. Per Board Policy 2:230, anyone who wishes to address the Board during "Audience to Visitors" as indicated on the agenda may do so when recognized by the Board President. Typically each person is allotted three minutes. Members of the public may only participate by joining through ZOOM Conferencing. The ZOOM Tech Check will be at 7:15 p.m.

Join the meeting via ZOOM app (video and audio): Meeting ID: # 899 7901 8111  
(Link: <https://sd74-org.zoom.us/j/89979018111>)

or

Join the meeting via phone (audio only): Step #1: Dial 1-312-626-6799; Step #2: Enter Meeting ID: # 899 7901 8111

Bill reviewers for the month: John P. Vranas and Myra A. Foutris

**1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - (7:30 p.m.)**

- Scott L. Anderson
- Kevin Daly
- Jeffrey S. Evens
- Myra A. Foutris
- Elaina Geraghty
- Rupal Shah Mandal
- John P. Vranas

## ADMINISTRATIVE TEAM MEMBERS

\_\_\_ Dr. Kimberly A. Nasshan      \_\_\_ Dr. Dominick Lupo  
\_\_\_ Dr. David L. Russo            \_\_\_ Mark Atkinson  
\_\_\_ Courtney Whited            \_\_\_ Chris Harmon  
\_\_\_ Jennifer Ruttkay             \_\_\_ Erin Curry  
\_\_\_ Christopher Edman         \_\_\_ Christina Audisho  
\_\_\_ Renee Tolnai

## 2. AUDIENCE TO VISITORS

## 3. DISTRICT RECOGNITION

- a. 7th grade student, **Salwa M.**, won the Lincoln Hall Spelling Bee. Salwa will be moving on to the Regional Competition of the Scripps National Spelling Bee.

## 4. INFORMATION/ACTION: CONSENT AGENDA

(Any member of the Board wishing to vote separately on a Consent Agenda item should request removal of that item from the Consent Agenda.)

### a. Approval of Minutes

- I. Regular Board Meeting Minutes - **JANUARY 7, 2021**
- II. Regular Board Meeting - Closed Session Minutes - **JANUARY 7, 2021**

### b. Employment Matters

- I. Personnel Report

### c. Children's Care and Development Center (CCDC) Lease Agreement

The Finance Committee concurs to recommend to the Board of Education to enter into a new 5-year lease term at the initial annual rate of \$83,017 with 3.0% increases each fiscal year.

### d. 2021-22 School Fees

The Finance Committee concurs to recommend to the Board of Education to approve the 2021-22 School Fee Schedule, as presented.

### e. Post-Issuance Tax Compliance Reports

The Finance Committee concurs to recommend to the Board of Education to accept the findings contained in the Post-Issuance Tax Compliance Reports.

### f. Pitney Bowes Postage Meter Lease Renewal

The Finance Committee concurs to recommend to the Board of Education to approve the 60-month Agreement with Pitney Bowes in the amount of \$9,821.40 for postage meter leasing.

### g. Amendment No. 2 to Siemens Performance Contracting Agreement

The Facilities Committee concurs to recommend to the Board of Education to approve the Performance Assurance Service Program cancellation by signing Amendment No. 2 to the Performance Contracting Agreement with Siemens.

### h. Administrator Contracts

The Lincolnwood School District 74 Board of Education approves all Administrator Contracts.

- I. Dr. Kimberly A. Nasshan, Superintendent of Schools, through June 30, 2022
- II. Dr. David L. Russo, Assistant Superintendent for Curriculum and Instruction/Superintendent (2022-23)
- III. Dr. Dominick Lupo, Principal, Lincoln Hall Middle School/Assistant Superintendent (2022-23)
- IV. Mark Atkinson, Assistant Principal/Principal, Lincoln Hall Middle School (2022-23)

V. Erin Curry, Principal, Rutledge Hall  
VI. Chris Harmon, Principal, Todd Hall

i. POLICY

I. 2nd Reading/Adoption of Policy

1. 4:90 Student Activity and Fiduciary Funds

II. Consent Only - Policies Excluded from 1st Reading for Approval\*

\*These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.

1. Policy 8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

j. Donation to Lincolnwood School District 74

The Administration recommends that the Lincolnwood School District 74 Board of Education approve the Donation from the Horner Family in the amount of \$2,250.

k. Baseball Fields Dressing

The Facilities Committee concurs to recommend to the Board of Education to accept the agreement from Sportsfields, Inc. for field dressing services using Mid Lo mix in the amount of \$26,850.

l. Rutledge Hall Stairwell Flooring Bid

The Facilities Committee concurs to recommend to the Board of Education to accept the bid from Johnson Floor Company in the amount of \$88,540 for the Rutledge Hall Stairwell Flooring project to begin and finish during the Summer 2021.

m. Todd Hall and Rutledge Hall Doors

The Facilities Committee concurs to recommend to the Board of Education to accept the bid from Stuckey with Alternate #1 in the amount of \$820,643 for the purpose of completing Health Life Safety interior and exterior door work at Todd Hall and Rutledge Hall during the summer of 2021.

Rationale: As part of the regular meeting, the Board of Education routinely approves minutes, personnel items, Board policies, and routine business matters.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.**

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

5. UNFINISHED BUSINESS

6. NEW BUSINESS

7. COMMUNICATION FROM BOARD MEMBERS

- a. NTDSE/District 807: **John P. Vranas/Kevin Daly**
- b. IASB (Illinois Association of School Boards): **Elaina Geraghty/Myra A. Foutris**
- c. Finance Committee: **Kevin Daly/John P. Vranas**
- d. Facilities Committee: **John P. Vranas/Elaina Geraghty**
- e. Policy Committee: **Rupal Shah Mandal/Myra A. Foutris/Jeffrey S. Evens**
- f. President's Report: **Scott L. Anderson**

I. INFORMATION/DISCUSSION/ACTION: Committee Appointments of Emily McCall (Facilities), Leah Brennan (Policy), Lidia Kaihara (Finance), and Reuben George (Finance)

II. INFORMATION/DISCUSSION/ACTION: 3-Month Review and Approval of the Resolution 2020-21 re: Reopening and Requirements for Use of Personal Protective Equipment (Including Face Coverings) and Symptom Screening During the Covid-19 Pandemic.

Rationale: The Lincolnwood School District 74 Board of Education approves all Resolutions.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approves the Resolution 2020-21 re: Reopening and Requirements for Use of Personal Protective Equipment (Including Face Coverings) and Symptom Screening During the Covid-19 Pandemic, as presented.**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

III. INFORMATION/DISCUSSION/ACTION: Bi-Annual Review of Closed Meeting Minutes

Rationale: The Board of Education semi-annually reviews closed session minutes per 5 ILCS 120/2(c)(21) and Board Policy 2:220.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education authorize the release of certain closed session minutes, as listed in the attachment between January 16, 2007 to August 6, 2020, which were reviewed by the Board of Education and recommended by the Secretary of the Board of Education, as no longer needing confidential treatment.**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

IV. INFORMATION/DISCUSSION/ACTION: Destruction of Closed Meeting Audio Recordings

Rationale: The Board of Education approves the destruction of particular closed meeting recording(s) that are at least 18 months old and for which approved minutes of the closed meeting already exist, per 5 ILCS 120/2(c)(21) and Board Policy 2:220.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education authorize the destruction of certain closed session audio recordings, as listed on the attachment, which were held prior to July 1, 2019, and for which approved minutes already exist, as reviewed by the Board of Education and recommended by the Secretary of the Board of Education.**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

#### 8. COMMUNICATION TO THE BOARD OF EDUCATION

- a. PTA (Parent Teacher Association): **Courtney Tucker (President)**
- b. LTA (Lincolnwood Teacher Association): **Travis DuPriest/Stacy Panoutsos/Jamie Schremser/Stephanie Shortell (Co-Presidents)**
- c. LSSU (Lincolnwood Support Staff Union): **Tammer Gad (President)**

#### 9. ADMINISTRATIVE REPORTS

- a. Superintendent's Report: **Dr. Kimberly A. Nasshan**
  - I. INFORMATION/DISCUSSION: District Updates
- b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David L. Russo**
  - I. INFORMATION/DISCUSSION: Spring Assessment Window Update
- c. Business and Operations, Business Manager/CSBO: **Courtney Whited**

I. INFORMATION/DISCUSSION: Finance Report - **November 2020**

II. INFORMATION/DISCUSSION/ACTION: Conduct a Public Hearing Concerning the Intent of the Board of Education to Sell \$7,000,000 Working Cash Fund Bonds for the Purpose of Increasing the Working Cash Fund of the District

Rationale: The Lincolnwood School District 74 Board of Education must hold a public hearing concerning the intent of the Board of Education of the District to sell \$7,000,000 Working Cash Bonds for the purpose of increasing the working cash fund of the District.

**PUBLIC HEARING**

**OPEN PUBLIC HEARING**

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education open the Public Hearing concerning the intent of the Board of Education to sell \$7,000,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of the District.**

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**AUDIENCE COMMENTS**

**CLOSE THE PUBLIC HEARING**

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education close the Public Hearing concerning the intent of the Board of Education to sell \$7,000,000 Working Cash Fund Bonds for the purpose of increasing the working cash fund of the District.**

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

III. INFORMATION/ACTION: Bills Payable in the Amount of \$598,862.37

**Bills reviewed this month by:** John P. Vranas and Myra A. Foutris

Rationale: The Board of Education routinely reviews and approves invoices and bills.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$598,862.37.**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

10. AUDIENCE TO VISITORS

11. RECESS INTO CLOSED SESSION

I move that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1), amended by P.A. 101-459 - Personnel** and **5 ILCS 120/2(c)(2) - Collective Negotiating**.

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

12. ADJOURNMENT

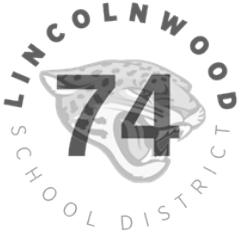
Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

***Dr. Kimberly A. Nasshan, Superintendent of Schools***

*Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.*

***DATED:*** *The 2nd day of February, 2021*

***John Vranas***  
***Secretary, Board of Education***  
***School District Number 74, Cook County, Illinois***



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
THURSDAY, JANUARY 7, 2021 AT **7:30 PM**

BOARD OF EDUCATION  
**Scott L. Anderson, President**  
**Kevin Daly, Vice President**  
**John P. Vranas, Secretary**  
**Jeffrey S. Evens**  
**Myra A. Foutris**  
**Elaina Geraghty**  
**Rupal Shah Mandal**

ADMINISTRATION  
**Dr. Kimberly A. Nasshan, Superintendent of Schools**  
**Dr. David Russo, Assistant Superintendent for Curriculum and Instruction**  
**Courtney Whited, Business Manager/CSBO**

*Minutes of the Regular Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Lincoln Hall Auditorium, 6855 North Crawford, Lincolnwood, IL 60712, with ZOOM Video Conferencing available for public participation on Thursday, January 7, 2021.*

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

President Anderson called the Regular Meeting to order at 7:33 p.m. Roll call was taken and the Pledge of Allegiance was recited:

MEMBERS PRESENT

Scott L. Anderson  
Kevin Daly  
Jeffrey S. Evens  
Elaina Geraghty  
Rupal Shah Mandal  
John P. Vranas (arrived via ZOOM at 8:04 p.m.)

MEMBERS ABSENT

Myra A. Foutris

ADMINISTRATORS/STAFF PRESENT

Dr. Kimberly A. Nasshan	Erin Curry (via ZOOM)	Dr. Dominick Lupo (via ZOOM)
Dr. David Russo	Mark Atkinson (via ZOOM)	Jennifer Ruttkay (via ZOOM)
Courtney Whited	Christopher Edman	Renee Tolnai
Chris Harmon (via ZOOM)	Christina Audisho (via ZOOM)	

President Anderson named Member Geraghty Secretary Pro Tem until Secretary Vranas arrived via ZOOM.

President Anderson recognized Lincolnwood School District 74 alumnus Judge Merrick Garland who was nominated as the United States Attorney General by President-elect Biden on January 6, 2021. Congratulations from the Lincolnwood Learning Community!

2. AUDIENCE TO VISITORS

None

3. CONSENT AGENDA

a. APPROVAL OF MINUTES

- I. Regular Board Meeting Minutes - **December 3, 2020**
- II. Regular Board Meeting - Closed Session Minutes - **December 3, 2020**

b. EMPLOYMENT MATTERS

- I. Personnel Report
- II. New Employment

1. **Sung Min Blades**, School Nurse, Todd Hall, effective January 4, 2021, \$30.48/hr

c. Policy

I. Consent Only - Policies Excluded from 1st Reading for Approval\*

\*These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.

1. 5:270 Employment At-Will, Compensation, and Assignment
2. 6:315 High School Credit for Students Who Qualify
3. 7:140 Search and Seizure
4. 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
5. 6:340 Student Testing and Assessment Program
6. 6:20 School Year Calendar and Day
7. 4:80 Accounting and Audits
8. 3:40 Superintendent

d. Upcoming Staff Development Opportunity

I. IASA School for Advanced Leadership VI (ISAL VI) Training Request

It is the Administrative recommendation to approve registration in the IASA School for Advanced Leadership VI (ISAL VI) cohort from April 2021 to June 2022 for Dr. David Russo, Assistant Superintendent for Curriculum and Instruction.

It was moved by Vice President Daly, and seconded by Member Evens that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Geraghty, Shah Mandal, Anderson

Nays: None

Absent: Foutris, Vranas

Motion passed.

4. UNFINISHED BUSINESS

None

5. NEW BUSINESS

None

6. COMMUNICATION FROM BOARD MEMBERS

a. NTDSE/District 807: **John P. Vranas/Kevin Daly**

Secretary Vranas reported that the NTDSE Governing Board did not meet in December 2020 and the next meeting will be Thursday, January 14, 2021.

b. IASB (Illinois Association of School Boards): **Elaina Geraghty/Myra A. Foutris**

No report.

c. Finance Committee: **Kevin Daly/John P. Vranas**

The Finance Committee last met on November 19, 2020.

The Finance Committee did not meet in December due to a light agenda.

The next Finance Committee meeting is scheduled for Thursday, January 21, 2021 at 6:30 p.m. The public is welcome.

d. Facilities Committee: **John P. Vranas/Elaina Geraghty**

The Facilities Committee last met on November 19, 2020.

The Facilities Committee did not meet in December due to a light agenda.

The next Facilities Committee meeting will be held on its new day of the week Tuesday, January 19, 2021 at 6:00 p.m. The public is welcome.

e. Policy Committee: **Rupal Shah Mandal/Myra A. Foutris/Jeffrey S. Evens**

The Policy Committee last met on Friday, December 11, 2020.

The Committee sent eight policies to the January 7, 2021 Consent Agenda, one policy to 1<sup>st</sup> Reading for Board



review and retained one policy in Committee for further review.

The next Policy Committee meeting is scheduled for Friday, January 22, 2021 at 8:30 a.m. The public is welcome.

I. 1st Reading

I. 4:90 Student Activity and Fiduciary Funds

f. President's Report: **Scott L. Anderson**

I. Appointment of Zade Tagani to the Facilities Committee from the Finance Committee

President Anderson appointed community member Zade Tagani to the Facilities Committee from the Finance Committee without Board of Education objection.

- President Anderson thanked the staff for their hardwork during the recent Adaptive Pause.
- Plans for the 2021-22 school year are beginning with the formation of internal committees, as well as, the Back to School Committee. For families planning purposes, the Back to School Committee will present their 2021-22 School Year Plan presentation at either the May 4, 2021 or June 3, 2021 Board of Education meetings. Watch for future communications.
- Should the vaccine become available, the Village of Lincolnwood, through its Fire Department, has offered to help coordinate so that District staff members can receive.
- President Anderson asked the Board of Education to approve the appointment of community member Reuben George to the Finance Committee, effective January 7, 2021. (This will be added to the February 4, 2021 Board of Education agenda for official Board of Education ratification.)

7. COMMUNICATION TO THE BOARD OF EDUCATION

a. PTA (Parent Teacher Association): **Courtney Tucker (President)**

PTA President Tucker reported the next PTA meeting is scheduled for January 21, 2021 at 5:30 p.m. via ZOOM.

b. LTA (Lincolnwood Teacher Association): **Travis DuPriest/Stacy Panoutsos/Jamie Schremser/Stephanie Shortell (Co-Presidents)**

On behalf of the LTA, Co-President Travis DuPriest wished the Lincolnwood Learning Community a very Happy New Year. Also, the LTA thanked the Board of Education and Administration for their work on trying to secure vaccines for the staff.

c. LSSU (Lincolnwood Support Staff Union): **Tammer Gad (President)**

No report.

8. ADMINISTRATIVE REPORTS

a. Superintendent's Report: **Dr. Kimberly A. Nasshan**

I. District Updates

- Superintendent Nasshan wished the Lincolnwood Learning Community a very Happy New Year.
- Superintendent Nasshan expressed her pride, on behalf of the District, for Judge Merrick Garland's recent nomination as the United States Attorney General by President-elect Biden.
- With regards to the historic moments we currently are living through, Superintendent Nasshan encourages the Lincolnwood Learning Community to add their own family values to the critical thinking and problem-solving skills being taught by the District.
- To begin planning for the 2021-22 school year, Superintendent Nasshan asked staff and families to watch for an email survey asking for input on this past 2020-21 school year. More detailed information is forthcoming.

b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David L. Russo**

I. Curriculum Department Update

Dr. Russo introduced members of the Todd Hall staff to share their Second Grade Learning Platform Pilot Program.

II. Second Grade Learning Platform Pilot Program

Todd Hall Principal Chris Harmon shared a brief overview of the changes in one of the learning platforms,

while Second Grade teachers Liz Golden and Hannah Rudman shared a more detailed report on the Second Grade Learning Platform Pilot Program.

### III. Fall 2020 MAP Administration Assessment Report

Assistant Superintendent for Curriculum and Instruction Russo provided the Fall 2020 MAP results presentation. The data presented and reviewed suggested the performance of Lincolnwood SD 74 students showed reading scores to be similar with years past while math performance was lower at some grades. This was consistent with the performance of students nationally as researched by NWEA, publishers of the MAP testing program. The data suggested that Lincolnwood SD 74 students did not experience a precipitous COVID “slide” since the pandemic created restrictions for schools in mid-March 2020.

As the District moves forward, staff will need to continue to evaluate students’ individual mastery of grade level skills and standards as they always do. There is ongoing necessity to have conversations across grade levels and buildings to address the best way to pace and sequence the curriculum.

Member Geraghty questioned the scores in the early elementary grades as to why there was such a large discrepancy between in-person to remote learners. The Administration will continue to work on testing protocols to ensure the validity of scores for both in-person and remote learners.

### c. Business and Operations, Business Manager/CSBO: **Courtney Whited**

#### I. Finance Report - **OCTOBER 2020**

Business Manager/CSBO Whited presented the October 2020 Finance Report.

#### II. Resolution Declaring the Intention to Issue \$7,000,000 Working Cash Fund Bonds of the District for the Purpose of Increasing the District’s Working Cash Fund, and Directing that Notice of Such Intention be Published in the Manner Provided by Law.

It was moved by Vice President Daly, and seconded by Secretary Vranas that the Lincolnwood School District 74 Board of Education approve the resolution declaring the intention to issue \$7,000,000 Working Cash Fund Bonds of the District for the purpose of increasing the District’s Working Cash Fund, and directing that notice of such intention be published in the manner provided by law.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Geraghty, Shah Mandal, Vranas, Anderson

Nays: None

Absent: Foutris

The motion passed.

#### III. Resolution Calling a Public Hearing Concerning the Intent of the Board of Education of the District to Sell \$7,000,000 Working Cash Bonds for the Purpose of Increasing the Working Cash Fund of the District.

It was moved by Vice President Daly, and seconded by Secretary Vranas that the Lincolnwood School District 74 Board of Education approve the resolution calling a public hearing concerning the intent of the Board of Education of the District to sell \$7,000,000 Working Cash Bonds for the purpose of increasing the Working Cash Fund of the District.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Geraghty, Shah Mandal, Vranas, Anderson

Nays: None

Absent: Foutris

The motion passed.

IV. Bills Payable in the Amount of \$3,197,581.15

**Bills reviewed this month by:** Kevin Daly and Jeffrey S. Evens

It was moved by Vice President Daly, and seconded by Member Evens that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$3,197,581.15.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Geraghty, Shah Mandal, Vranas, Anderson

Nays: None

Absent: Foutris

The motion passed.

9. AUDIENCE TO VISITORS

District parent Emily McCall also questioned the scores in the early elementary grades as to why there was such a large discrepancy between in-person to remote learners. Ms. McCall requested the District consider that all assessment testing be required to be completed in-person as long as it can be done in accordance with current State of Illinois Covid-19 safety protocols.

10. RECESS INTO CLOSED SESSION

It was moved by President Anderson, and seconded by Vice President Daly that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1)**, *amended by P.A. 101-459 - Personnel* and **5 ILCS 120/2(c)(2) - Collective Negotiating**.

President Anderson submitted the motion to a voice vote and the motion passed.

11. ADJOURNMENT

It was moved by President Anderson and seconded by Vice President Daly to adjourn the regular meeting of the Lincolnwood School District 74 Board of Education.

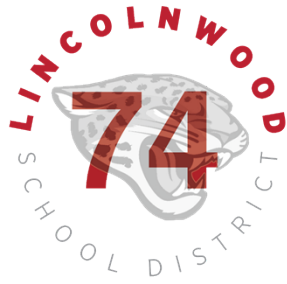
President Anderson submitted the motion to a voice vote and the motion passed at 9:09 p.m.

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Scott L. Anderson, President

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John P. Vranas, Secretary



## Executive Summary Board of Education Meeting

DATE: February 4, 2021

TOPIC: Children's Care and Development Center (CCDC) Lease Agreement

PREPARED BY: Courtney Whited

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

The two-year extension on the Children's Care and Development Center (CCDC) five-year lease agreement ends on June 30, 2021. On October 27, 2020, CCDC submitted a letter to the District expressing an interest to discuss a new lease and its terms. The District values its partnership with CCDC. This tenant has exclusive access to classrooms 404, 405, 406, 407, 409 and the office/lounge in the western wing of Todd Hall. Other areas of the building are occupied by CCDC on a non-exclusive basis that does not interfere with the Landlord's space requirements. Legal counsel is in possession of the previous contract in order to develop a new five-year lease contract. The following page contains a draft of the potential payout schedule.

**Fiscal Impact:**

The first table indicates the fiscal impact:

<b>New Lease</b>	<b>Annual Rate</b>	<b>% Increase</b>
<b>2025-26</b>	\$93,436.37	3.0%
<b>2024-25</b>	\$90,714.92	3.0%
<b>2023-24</b>	\$88,072.74	3.0%
<b>2022-23</b>	\$85,507.51	3.0%
<b>2021-22</b>	\$83,017.00	Initial 5-Yr
<b>\$440,749 total for 5-year duration</b>		

<b>Original</b>	<b>Annual Rate</b>	<b>% Increase</b>
<b>2020-21</b>	\$80,598.53	3.0%
<b>2019-20</b>	\$78,251.00	3.0%
<b>2018-19</b>	\$75,971.84	3.0%
<b>2017-18</b>	\$73,759.07	3.0%
<b>2016-17</b>	\$71,610.75	3.0%
<b>2015-16</b>	\$69,525.00	3.0%
<b>2014-15</b>	\$67,500.00	Initial 5-Yr
<b>\$517,216 total for 7-year duration</b>		

**Recommendation:**

The Finance Committee concurs to recommend to the Board of Education to enter into a new 5-year lease term at the initial annual rate of \$83,017 with 3.0% increases each fiscal year.

**LEASE AGREEMENT BY AND BETWEEN  
LINCOLNWOOD SCHOOL DISTRICT NO 74, COOK COUNTY, ILLINOIS  
AND CHILDREN’S CARE & DEVELOPMENTAL CENTER**

THIS LEASE, made as of this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between Lincolnwood School District No. 74, Cook County, Illinois (hereinafter called “Landlord”) and Children’s Care & Development Center, an Illinois not-for-profit corporation (hereinafter called “Tenant”).

WITNESSETH

WHEREAS, Landlord is the legal titleholder to the facility and adjoining grounds, commonly known as Todd Hall School located at 3925 Lunt Avenue, Lincolnwood, Illinois (hereinafter referred to as the “Premises”); and

WHEREAS, Landlord has the authority, pursuant to Section 10-22.11 of The School Code (105 ILCS 10-22.11) to lease buildings, rooms, grounds, and appurtenances for appropriate purposes, when such facilities are not required for its own educational programs; and

WHEREAS, Landlord has determined that certain portions of the Premises are temporarily and occasionally unnecessary for its educational programs; and

WHEREAS, Tenant has expressed its interest in leasing a portion of the Premises from Landlord to operate an Early Childhood program.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and in consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of Tenant to be observed and performed, Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, that portion of the Premises more specifically described in Exhibit A attached hereto and incorporated herein by reference, on either an exclusive or occasional and

intermittent basis and upon the terms and conditions and agreements hereinafter set forth, and Landlord and Tenant hereby agree as follows:

1. LEASE TERM. The term of this Lease shall commence on the 1st day of July, 2021 (the “Commencement Date”) and end on the 30th day of June, 2026, which period shall be referred to herein as the “Lease Term”. This Lease shall remain in effect for the Lease Term, unless earlier terminated in the manner specified in subsequent Sections of this Lease.

2. USE. The Premises shall be used by Tenant for the operation of an early childhood preschool program by Tenant's employees for children age six weeks through grade five, which program shall be licensed by the Illinois Department of Children and Family Services (the “Permitted Use”) and no other use of the Premises shall be permitted, unless otherwise specifically addressed herein or authorized by Landlord.

3. OCCUPANCY AND RENT. Tenant shall be permitted to occupy and utilize those portions of the Premises described in Exhibit A. In general, Tenant shall be permitted to occupy and use the designated classroom areas of the Premises on an exclusive basis and certain other designated common areas of the Premises between the hours of 6:00 a.m. and 6:00 p.m., Monday through Friday on days when Landlord shall also be operating its own public educational program on the Premises. In addition, Tenant may be permitted to utilize other classrooms and common areas of the Premises on a limited basis when such areas are not otherwise required by Landlord for its own exclusive use, when adequate prior notice is provided to Landlord, and Landlord specifically consents to such use. The specific details of such occupancy may be renegotiated between the parties during the Lease Term and Exhibit A to the Lease may be revised and amended accordingly upon mutual agreement of the parties.

During the initial year of the Lease Term, Tenant agrees to pay Landlord an annual rental fee of Eighty-Three Thousand Seventeen Dollars (\$83,017) for its use of the designated areas of the Premises. Such rental fee shall be paid to Landlord in twelve equal monthly installments commencing on or before the commencement of the Lease Term and by the first day of each month thereafter during the Lease Term. During each subsequent year of the Lease Term, the annual rental fee shall increase by three percent (3.0%).

4.     CONDITION OF PREMISES. Tenant acknowledges that neither Landlord nor any agent or employee of Landlord has made any representation or warranty concerning the designated areas of the Premises, with respect to the suitability, condition, or repair thereof, and Tenant accepts possession of the designated areas of the Premises in “as is” condition. No promise of Landlord to alter, remodel, improve or repair Premises, or any part thereof has been made. Any modifications to the Premises, which may be required by applicable federal or state law or local ordinance to permit Tenant to conduct its programs, as more specifically identified above as the Permitted Use, shall be undertaken at Tenant's sole expense. All damage or injury to the Premises caused by the acts or negligence of Tenant, its agents, employees, licensees, invitees, permittees, students, or visitors, shall be promptly repaired, to the satisfaction of the Landlord, by Tenant or at Tenant's election, by employees of the Landlord with the Tenant paying all direct labor, material and overhead costs within thirty (30) days of Tenant's receipt of an appropriate invoice from Landlord.

5.     ALTERATIONS AND IMPROVEMENTS. Tenant shall not have the right, at any time during the term hereof, except with the prior written consent of the Landlord, to make additions, alterations, changes or improvements to the Premises or any part thereof. All improvements resulting from such work shall, upon completion thereof, become the property of



the Landlord unless the written consent of the Landlord contains an express provision to the contrary. Tenant agrees, as a condition of its occupancy of the Premises, to pay all expenses applicable to any necessary modifications to the existing School security system, installation of new locks and keypad systems, which may result from Tenant's occupancy of certain portions of the Premises pursuant to the Lease.

6. TENANT'S IMPROVEMENTS. Before commencement of any work or delivery of any materials onto the Premises, Tenant shall furnish Landlord with plans and specifications, names and addresses of contractors, copies of contracts, necessary permits and indemnification in form and amounts satisfactory to Landlord and waivers of lien against any and all claims, costs, damages, liabilities and expenses which may arise in connection with the additions, alterations, changes and improvements.

Before commencing any work by an outside contractor Tenant shall furnish Landlord with general comprehensive liability insurance satisfactory to Landlord. The coverage and limits under the policies of insurance shall be subject to Landlord's decision and approval, and shall name Landlord, its agents, officers and employees, their successors and assigns, as named insureds. Additionally, Tenant shall furnish Landlord with certificates of insurance from all outside contractors performing labor or furnishing materials that insure Landlord against any and all liabilities which may arise out of or be connected in any way with said additions, alterations, changes and improvements. If work is to be performed when students may be present on school grounds, Landlord may require proof of fingerprint-based criminal history record checks, checks of the Statewide Child Murderer and Violent Offender Against Youth Database, and/or checks of the Illinois State Police Sex Offender Registry for any individual who may be present, without cost or charge to the Landlord.

7. MAINTENANCE, CUSTODIAL AND FOOD SERVICE. During the term of this Lease, Tenant agrees to maintain those portions of the Premises that it shall utilize as more fully described in Exhibit A, in a clean, safe and orderly manner and in full compliance with all State and local laws and regulations. Tenant agrees to provide custodial services in connection with its use of the designated classrooms of the Premises and timely repair all equipment or appurtenances placed upon the Premises by Tenant. In addition, Tenant agrees to lock the designated classrooms of the Premises when they are not in use by Tenant and to lock all exterior doors of the Premises if Tenant's use of the Premises extends beyond the normal working hours of Landlord's employees. Finally, Tenant shall be responsible for all food service for and related to the operation of its program.

Landlord shall be responsible for providing custodial services for the remainder of the Premises as well as all landscaping and snow removal. In addition, Landlord shall be responsible for all maintenance and repair of roof, windows, exterior, plumbing, and mechanical systems of the Premises as well as the playground equipment and parking area.

8. UTILITIES. Landlord shall be responsible for all water, sewer, electricity, natural gas and refuse disposal charges ("Utility Charges") for the Property, including the Premises, during the Lease Term. The rental fee paid by Tenant shall include an amount equal to Landlord's estimated cost of paying those Utility Charges applicable to that portion of the Premises occupied and used by Tenant.

Tenant shall be solely responsible for all charges and costs of installation for telephone and technology hardware, wiring and service charges applicable to the Premises and Tenant's use of the Premises.

9. LIABILITY INSURANCE. Tenant agrees during the term hereof to carry general comprehensive liability insurance or public liability insurance, in the joint names of Landlord and Tenant, covering the Premises for injury or death to any person or persons, and property damage, in such amounts and with such insurance companies licensed to do business in Illinois as are satisfactory to Landlord, and with policy limits not less than those specified on Tenant's Certificate of Insurance, attached hereto and incorporated herein as Exhibit B, and to pay the premiums therefore and to deliver said policies or certificates thereof to Landlord. Each insurer under the policies required hereunder shall agree by endorsement on the policy issued by it, or by independent instrument furnished to Landlord, that it will give Landlord thirty (30) days prior written notice before the policy or policies in question shall be altered or canceled.

10. FIRE AND EXTENDED COVERAGE INSURANCE. Landlord shall secure and provide adequate fire and extended coverage insurance for the Premises. Such fire and extended coverage insurance shall not cover any items of personality, other than permanent fixtures, which Tenant or its employees, licensees, permittees, or invitees may install on the Premises. Furthermore, Landlord shall have no liability for, nor any responsibility to insure against, the loss, theft, damage or destruction of any personal property brought onto the Premises by Tenant or its employees, licensees, permittees or invitees.

11. INDEMNIFICATION. Tenant will defend, indemnify and hold harmless Landlord and its officers, the board, members of the Board of Education, employees, and agents or their successors or assigns, and save them harmless from and against any and all claims, actions, damages, liability and expense in connection with the occupancy or use by Tenant of the Premises or any part thereof, or occasioned wholly or in part by any act or omission of Tenant, its agents, contractors, employees, servants, or their successors or assigns. In case Landlord or its officers,

employees or agents or their successors or assigns shall, without fault on their part, be made a party to any litigation commenced by or against Tenant or its officers, employees, agents, or students, or their successors or assigns, then Tenant shall protect and hold Landlord and its officers, employees and agents or their successors or assigns harmless and shall pay all costs, expenses and reasonable attorney's fees incurred or paid by them in connection with such litigation.

12. UNTENANTABILITY. If the Premises or Todd Hall School are rendered untenable by fire or other casualty, Landlord may elect (a) to terminate the Lease as of the date of the fire or casualty by notice to Tenant within thirty (30) days after that date, or (b) to repair, restore or rehabilitate the Premises at Landlord's expense within forty-five (45) days after Landlord is able to take possession of the damaged Premises and undertake reconstruction or repairs, in which latter event the Lease shall not terminate but Rent payments shall be abated on a per diem basis while the Premises are untenable. If Landlord elects so to repair, restore, or rehabilitate the Premises and does not substantially complete the work within the forty-five (45) day period, either party can terminate the Lease as of the date of the fire or casualty by notice to the other party not later than ninety (90) days after Landlord is able to take possession of the damaged Premises and undertake reconstruction or repairs. In the event of termination of the Lease pursuant to this Section 12, Lease payments shall be apportioned on a per diem basis and be paid to the date of the fire or casualty.

13. DEFAULT. Tenant agrees that any one or more of the following events shall be considered events of default as said term is used herein:

- (a) Tenant shall vacate the Premises or abandon the same during the term hereof; or

- (b) Tenant shall make default in any payment of Rent or any other payment required to be made by Tenant hereunder when due as herein provided; or
- (c) Tenant shall use or suffer the use of the Premises for other than the Permitted Use;  
or
- (d) Tenant shall attempt to sell, assign, sublet, hypothecate or transfer this Lease or its interests hereunder; or
- (e) Tenant shall suffer any mechanics lien or lien by any revenue or other government officer to be placed against the Premises; or
- (f) Tenant shall default in any of the other covenants and agreements herein contained to be kept, observed and performed by Tenant.

Upon the occurrence of any one or more of such events of default, it shall be lawful for Landlord, at its election, to declare the term of this Lease ended, and to reenter and expel, remove and put out Tenant and all persons occupying the Premises under Tenant, using such force as may be necessary in so doing, and again to repossess and enjoy the Premises, without such reentry and repossession working a forfeiture of any rental obligation to be paid and the covenants to be performed by Tenant during the full term of this Lease.

If Tenant shall default in the performance of any covenant required to be performed by it by virtue of any provision in this Lease, Landlord may, but is not required to, perform the same for the account and at the expense of Tenant. If Landlord at any time is compelled to pay, or elects to pay, any sums of money, or do any act which will require the payment of any sum of money, by reason of the failure of Tenant to comply with any provision hereof or, if Landlord is compelled to incur any expense, including reasonable attorney's fees, in instituting, prosecuting or defending

any action or proceeding instituted by reason of any default of Tenant hereunder, all sum or sums so paid by Landlord, with all interest, penalties, costs and damages, shall be due from Tenant to Landlord immediately, together with interest at the then statutorily permitted rate.

14. ASSIGNMENT. SUBLETTING OR DISASSOCIATION OF CURRENT DIRECTOR. Tenant shall not sell, assign, hypothecate, sublet, or transfer this Lease or Tenant's interest hereunder under any circumstances, without the prior written consent of the Landlord. Further, Tenant acknowledges that if the current Director/Owner of Tenant who is the signatory to this Lease shall, for any reason, cease operating Tenant's program on a direct daily basis or shall sell, assign, hypothecate, sublet or transfer her interest in Tenant's program, this Lease may be immediately terminated by Landlord, or at Landlord's sole option, be permitted to continue for such additional time and upon such additional condition as Landlord may, in its sole discretion, approve.

15. ADVERTISING. On any and all literature describing and/or advertising Tenant's program, it shall be clearly stated that Tenant is an Illinois not-for-profit corporation and that Tenant's organization and program are in no way connected to or related to Landlord. Subject to Landlord's prior written approval, Tenant may install, at its sole expense, a sign on the Premises identifying its program.

16. LAWS. ORDINANCES AND REGULATIONS. Tenant will, as required by law, comply with all applicable federal and state statutes and regulations, with all local village ordinances, with all applicable rules and orders of health officers, with the orders and requirements of the police department, and with the rules and orders of the fire department, with respect to any matter coming within their jurisdiction. Tenant specifically acknowledges that smoking (including the use of e-cigarettes or vaping devices), or the possession, use and consumption of alcoholic

beverages or controlled substances on the Premises or on school property generally is prohibited by law.

17. RIGHTS AND REMEDIES. The various rights and remedies herein granted to Landlord shall be cumulative and in addition to any other remedies Landlord may be entitled to by law, and the exercise of one or more rights or remedies shall not impair Landlord's right to exercise any other right or remedy.

18. NOTICES. Any notice required or permitted to be given hereunder shall be in writing and may be given personally or by registered or certified mail, postage prepaid, return receipt requested, addressed to Tenant or to Landlord at the address noted below the signature of the respective parties, as the case may be. Either party may by written notice to the other specify a different address for notice purposes.

19. TAXES. If the Premises, or any part thereof, are determined to be used for non-exempt purposes and become subject to taxation, Tenant shall be responsible for the payment of any taxes assessed for the Lease Term and said taxes shall constitute additional rent due hereunder and shall be payable at the time said taxes are due. Tenant and Landlord shall each have the right to challenge, at their own expenses, any loss of tax exempt status of the Premises.

20. TERMINATION. Notwithstanding any provisions herein to the contrary, Landlord may terminate this Lease on any anniversary of the Commencement Date, for any reason and without cause, by providing Tenant with prior written notice of such termination on or before November 1st of the then applicable Lease Year. In addition, Landlord may partially terminate this Lease and reclaim a classroom or classrooms from Tenant's portion of the Premises, at any time, by providing Tenant one hundred and twenty (120) days prior written notice of such partial

termination. If Landlord reclaims any portion of the Premises, the annual rental fee shall be reduced accordingly, in an amount mutually agreed upon by the parties. This Lease may also be terminated by Landlord for the reasons set forth in Section 12 above. Finally, Tenant may terminate the Lease upon five (5) days prior written notice to Landlord, in the event that the Illinois Department of Children and Family Services does not grant a permit to Tenant by August 15 of any year, to operate its program.

21. RENEWAL. At least one hundred and twenty (120) days prior to the expiration of the Lease Term, Landlord and Tenant shall meet to determine whether to renew the Lease and to establish the terms and conditions applicable to such renewed lease of the Premises.

22. PARTIAL INVALIDITY. Any provision of this Lease which shall prove to be invalid, void, or illegal shall in no way affect, impair, or invalidate any other provision hereof and such other provisions shall remain in full force and effect.

23. ENTIRE AGREEMENT. This Lease constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and no prior agreement or understanding with regard to any such matter shall be effective for any purpose. No provision of this Lease may be amended or added to except by an agreement in writing signed by the parties hereto.

24. GOVERNING LAW AND VENUE. This Lease has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The parties agree that venue for all actions between the parties shall lie solely in the state court having jurisdiction over Cook County, Illinois, and the Tenant hereby submits to the jurisdiction of that court.



25. COUNTERPARTS. This Lease, and any extension or amendment thereto, may be executed in multiple counterparts, and a set of counterparts bearing the signatures of both parties constitutes the Lease as if the parties had signed a single document..

IN WITNESS WHEREOF, the parties hereto have signed and sealed this Lease on the date first above written.

**LANDLORD**

**TENANT**

BOARD OF EDUCATION OF  
LINCOLNWOOD SCHOOL DISTRICT  
NO. 74, Cook County, Illinois

CHILDREN'S CARE & DEVELOPMENTAL  
CENTER, an Illinois not-for-profit corporation

By: \_\_\_\_\_  
Its President

By: \_\_\_\_\_  
Its Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:: \_\_\_\_\_  
Its Secretary

Attest:: \_\_\_\_\_  
Its

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Address:

Address:

Lincolnwood School District No. 74  
6950 East Prairie Road  
Lincolnwood, IL 60712  
ATTN: Dr. Kimberly Nasshan

Children's Care & Developmental Center  
3925 W. Lunt Avenue  
Lincolnwood, IL 60712  
ATTN: Susan Fahey

## EXHIBIT A

### DESCRIPTION OF PREMISES

Tenant shall have exclusive use of Rooms 404, 405, 406, 407, 409 and the Office/Lounge in the West Wing of the Todd Hall School facility. In addition, Tenant shall be authorized to utilize on a shared basis with Landlord the West corridor hallway and the custodial closet located in that hallway.

Tenant shall also be authorized to utilize the following areas of the School facility and grounds on a non-exclusive basis:

1. The playground equipment West of the School and other play areas during school days when they are not in use by Landlord.
2. The multi-purpose room between the hours of 6:30 a.m. and 8:45 a.m. and at such other time agreed upon in advance by the School principal.
3. The gymnasium between the hours of 3:00 p.m. and 6:00 p.m.
4. Additional classrooms (art room, music room and two classrooms) between the hours of 3:00 p.m. and 6:00 p.m., subject to the Landlord's approval when available and when not reserved for use by Landlord.

Executive Summary  
Board of Education Meeting

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DATE: February 4, 2021

TOPIC: 2021-22 School Fees

PREPARED BY: Courtney Whited

**Recommended for:**

- - Action
- - Discussion
- - Information

**Purpose/Background:**

To recommend no changes to the School Fee schedule for the 2021-22 fiscal year.

Description	2019-20 Fees	2020-21 Fees	2021-22 Proposed
K-5 Registration	\$145	\$160	\$160
Gr. 6-8 Registration	\$245	\$260	\$260
Registration for Child #4 and Beyond in Family	\$0	\$0	\$0
Pre-K Tuition	\$3,000	\$3,200	\$3,200
Bus Fees	\$0	\$0	\$0
Lunch Program	\$2.50 per meal	\$2.50 per meal	\$2.50 per meal

**Recommendation:**

The Finance Committee concurs to recommend to the Board of Education to approve the 2021-22 School Fee Schedule, as presented.















































































