

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION
MAERCKER SCHOOL DISTRICT NO. 60
HELD TUESDAY, JANUARY 23, 2018, 7:00 PM
WESTVIEW HILLS MIDDLE SCHOOL**

1.0 Call to Order and Roll Call: At 7:00 p.m., President Lisa Bishop called the meeting to order. The following members were physically present: Paul Kleppetsch, Cindy Bondlow, Tim Casey, Priya Linson, Mary Satchwell, Amy Sullivan, and Lisa Bishop.

District Personnel in Attendance: Sean Nugent, Superintendent; Cathy Fisher, Director of Teaching and Learning; Sue Caddy, CSBO; and Kathy Spina, Administrative Assistant/ recording secretary.

2.0 Presentation:

Instructional Technology Renewal: Teacher leaders who participated in the Technology Renewal shared their research from the touchscreen Chromebook pilot. The current lease expires June 30th. Tech resource advisors were provided resources, the group narrowed the field down to two choices before testing them with students.

- The WHMS pilot team shared that having a touch screen with a stylus was very helpful for annotative skills. They are able to make notes directly on the device, which assists in developing organizational skills. Students, who are very creative, were able to expand drawing skills within the program. In math, students are able to solve problems on the screen, and have the freedom to use a stylus to input symbols, which were previously unavailable.
- At Maercker School the piloting team said the dual camera which could be tented, and mobility for video recording gave much more flexibility of use and between students. Teachers were able to give assessments and give feedback on the screens, can also see student responses as they are occurring. It improves the speed of assessment so they can move on to individual instruction. Teachers are able to view students' screens as they are working on an assignment, and give ongoing direction/correction as the assignment is in process. It also eliminates the need for some of the paperwork associated with current grading methods.
- Holmes K-2 students are currently using iPads, with one device to every two students. Students were very excited about the touchscreen capability. Teachers shared that the trial boosted actual instructional time, because students don't have to individually log into apps. The one-to-one instruction instead of two-to-one, helped with increased independence and individual instruction. Chromebooks give the kids creativity options as well as the ability to develop keyboard skills, which will help prepare them for upper grade levels. Teachers piloting the program project more time for rigorous learning because of the time savings by younger students using keyboards as opposed to writing out answers. In the primary grades, one-to- devices would be for use at school only.

The HP and the Spin Chromebooks were both liked, but the tech team is in the final stages of working through which would be the preferred option.

Currently the district has 600 iPads. Some would be retained, particularly in kindergarten, but some would be sold. There was a recommendation by a Board member that the District look into partnering with senior citizens in the area to not only sell the remaining iPads to, but to also provide instruction.

3.0 Public Comment on Agenda Items Only: None

4.0 Consent Agenda:

4.1 Approval of Minutes: Open and Closed Minutes from November 14, 2017, and December 12, 2017

4.2 Approval of Treasurer's Report: for December 2017

4.3 Approval of Bills and Payroll: for January 2018

4.4 Accept Letter of Resignation: Kristi Shaheen, ESL teacher at Holmes School, effective June 1, 2018.

4.5 Approval of Employment: Catherine Cavoto, part-time PE teacher (.45 FTE at W), pending successful results of background checks, health examinations, and required paperwork.

4.6 Approval of Request for FMLA: Tim Strezo, Social Studies teacher (W) is requesting 3 weeks of paternity leave, with anticipated dates of April 3rd through April 20th, 2018.

4.7 Approval of Letters of Intent to Retire: Cathy Krupp, 2nd Grade teacher (H), effective at the end of the 2021-2022 school year; and Kim Picone, 2nd Grade teacher (H), effective June 1, 2018.

Motion: Bondlow moved, and Sullivan seconded to approve the Consent Agenda as presented. A roll call vote was taken. Voting Aye: Bondlow, Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Motion carried.

5.0 Reports:

5.1 Parent-Teacher Association: Here are a few of the upcoming PTA events over the next month: January 22nd through the 26th is benefit week at the Country House; the science fair is this Saturday, January 27th, at Westview Hills; Friday February 9th is the WHMS winter dance, and the next PTA meeting is Monday, February 26th at 7:00 p.m., at Holmes School.

5.2 Maercker Education Foundation: No report at this time.

5.3 SASED: Mr. Nugent said a search committee is in the process to find a new Executive Director and Business Manager for the 2018-2019 school year. With the SASED office moving from Southeast Alternative School, additional classrooms will be created at the Southeast Alternative School for student programs.

5.4 Principals:

Mr. Sepich (H) written report: Mr. Sepich reported that parents and staff have been excited about the use of Seesaw in classrooms with over 44,713 interactions between parents and students. Jump Rope for Heart has been taking place in class and at recess and has raised over \$7,000. Staff are preparing for Data Intervention Day to be led by Ms. Stanko to discuss reading and math interventions for students. Specialists will work together to get well-timed services to all students. This week Holmes will host its annual Preschool and Kindergarten tour, and the following week registration will begin for those classes for next school year.

Mrs. Giannoulis (M) written report: Math teachers are working hard in Eureka Math within their professional learning groups to implement tiered interventions, which are based on their SMART goals. Mrs. Hallin, intervention specialist, will be leading the charge on Data Day at Maercker School. Ms. Gregory, Ms. Douglas, and Mrs. Reinert were videotaped on January 16th for Executive Functioning videos to be produced in an on-line video workshop for teachers and schools in under-resourced areas, as well as schools outside of the Chicago area. Fifth grade teacher Ms. Parello recently designed two Donors Choose funded projects, "*Inspire today's future leaders by developing a love for literature*" and "*Flexible seating for individual learning within classrooms*". Ms. Gregory was also funded by the Donors Choose organization for her project, "*Flexible seating to help students come alive with reading*".

Mrs. Quirk (W) written report: Westview Hills students have had several assemblies including a guest poet in the “Louder than a Bomb Poetry Assembly.” Winter MAP Math and Reading was completed in December, and Mrs. Hallin led a Data Review Day this week with teachers to plan for student supports. Teachers are also participating in professional development which will help them determine best ways to challenge high achieving students as well as those needing assistance. Teacher continued with part two of “PEACE De-escalation Training. School Improvement Action Plans will be discussed at the upcoming Teacher Institute Day. ACCESS testing is underway for the next few weeks to evaluate how much student speaking, reading, and writing skills have grown since last year and whether students may be reclassified.

5.5 Board of Education: The Board reviewed the meeting effectiveness survey from December.

The spring DuPage Division meeting of the IASB will be held March 6th at York Community High School in Elmhurst.

Student recognitions at Board meeting: Administration is considering an alternate method of student recognitions, with perhaps one dedicated district-wide event in the fall and a second in the spring for recognition of students.

Mr. Nugent presented a handout created by HLERK attorneys of “Do’s and Don’ts of Referendum” for staff and board members, and reminded board members that they are always able to direct community members to the Maercker website.

Wednesday, Jan 31st, the Board Self-Evaluation Workshop will be in the Wildcat Den at WHMS.

5.6 Director of Teaching & Learning: Cathy Fisher reviewed the School Improvement process that occurs throughout the year in the category of math and reading at each grade level.

Winter Assessment Results: Assessments were completed in December, data was reviewed by leadership teams in early January, and at the Institute Day teachers will be led through a review and have opportunity to develop student interventions and differentiations in their greatest areas of need (GAN). Instructional teams will meet together to collaborate on specific strategies.

School Improvement Goals and Action Plans: Mrs. Fisher led the Board through data results and target goals for the upcoming spring cycle.

5.7 CSBO:

5 Year Financial Projections:

Summary of assumptions; CPI – 2.1%; new growth for the past 10 years 2.8 million; local revenue increased slightly. 2020 would be the target date to move to full day kindergarten. Based on rental quotes for additional mobile classrooms, the District would not likely be able to move forward with full day kindergarten if the March 2018 referendum question fails.

Food Service Program Management: With the retirement of the District’s head cook, new options beginning next year are under consideration. One option is to hire a food service director who meets the professional standards set forth by the National School Lunch Program, and another option is to contract with a food service management company. It was recommended that Ms. Caddy also research recent changes in Butler School District’s healthier food program.

Facilities Projects for Summer 2018: Ms. Caddy shared projects targeted for the upcoming summer:

- **Maercker School:** Repair large crack in concrete floor and replace flooring in the gym and multipurpose room; replace VCT flooring in 2nd and 3rd floor student bathrooms; patch sidewalks and parking lots; and potentially a roof membrane replacement over the gym area because of blistering.
- **Westview Hills Middle School:** Replace 1’ x 1’ ceramic tile floors in student bathrooms with poured epoxy flooring, and patch surrounding sidewalks.

5.8 Superintendent:

Monthly Reports: Mr. Nugent made enrollment, FOIA, student suspension, certified staff attendance, and residency reports available to the Board.

Articulation Committee: Mr. Nugent outlined three concerns identified in the most recent articulation meeting:

1. **ELA Curriculum Adoption:** ELA teams will be formed and begin research for a curriculum materials renewal.
2. **EL staffing equity based on better projections:** Administration has been working with Wilma Valero as a consultant for EL services. She is helping the District to develop a model for determining how services for bilingual and other languages are delivered, assessment plans, student progress expectations, and staffing level determinations.
3. **Climate and Culture Survey:** The 5 Essentials Survey is given annually with results available in March. The MEA is proposing a school-based data review process as a follow-up to results. They would like an anonymous progress monitoring tool to collect data mid-October and late spring. With the identified greatest area of need, a plan would be developed.

Staffing Plan: Mr. Nugent asked for the Board’s opinion on guidance for planning. He made four options available for the Board to consider. The Board requested more specific information regarding options that address both class size and the number of specialists.

6.0 Closed Session to Discuss: Motion: At 8:50 p.m., pursuant to section 2a of the Open Meetings Act 5 ILCS 120/1.01, 120/2(c) a motion was made by Casey and seconded by Satchwell to close the meeting to the public relying upon exceptions set forth in 2 (c)(1) (the appointment, employment, compensation, discipline, performance, or dismissal of specific employees); and 2(c)(10) (the placement of individual students in special education programs and other matters relating to individual students). A roll call vote was taken. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, Bondlow, and Bishop. Voting Nay: None. Motion carried.

Move Out of Closed Session: Motion: At 9:26 p.m., it was moved by Casey, and seconded by Bondlow to move out of closed session. A voice vote was taken, and passed unanimously. Motion carried.

7.0 Action Items:

7.1 Second Reading and Adoption of Policies: 2.210, 2.260, 4.10, 4.15, 4.70, 4.110, 4.170, 5.90, 5.200, 5.220, 5.240, 5.290, 5.330, 6.50, 6.60, 6.80, 6.150, 6.180, 6.210, 6.330, 6.340, 7.15, 7.20, 7.70, 7.80, 7.160, 7.180, 7.250, 7.260, 7.270, 7.275, 7.305, 7.340, 8.70: After the first reading of policies on December 19th, 2017, the Board recommended updates and additions of the following policies:

Section	Policy	Description
School Board	2:210, Organizational School Board Meeting	Policy is unchanged other than the addition of a comma.
	2:260, Uniform Grievance Procedure	Policy, Cross References, and footnotes updated in response to legal changes.
Operational Services	4.10 Fiscal and Business Management	
	4.15 Identity Protection	Policy, Cross References, and footnotes updated in response to legal changes.

	4:70, Resource Conservation	The policy is unchanged. Minor continuous improvement updates made to the footnotes.
	4.110 Transportation	Policy, Cross References, and footnotes updated in response to legal changes regarding Hazardous Routes.
	4.170 Safety	Policy, Cross References, and footnotes updated in response to legal changes regarding Lead Testing in Water.
General Personnel	5.90 Abused and Neglected Child Reporting	Policy, Cross References, and footnotes updated in response to additional hotline numbers.
	5.200 Terms and Conditions of Employment and Dismissal	Policy, Cross References, and footnotes updated with 2 additional sub topics.
	5.220 Substitute Teachers	Policy, Cross References, and footnotes updated to reflect clarification of substitute requirements.
	5.240 Professional Personnel, Suspension	Policy, Cross References, and footnotes updated in response to additional subhead.
	5.290 Educational Support Personnel, Employment Termination and Suspensions	Policy, Cross References, and footnotes updated to align with policy changes in 5.240.
	5.330 Educational Support Personnel, Sick Days, Vacation, Holidays, and Leaves	Policy, Cross References, and footnotes updated to align with policy 5.250 Leaves of Absence.
Instruction	6.50 School Wellness	Policy, Cross References, and footnotes updated in response to smart snack regulations.
	6.60 Curriculum Content	Policy, Cross References, and footnotes updated to allow for case-by-case excusals for student participation in interscholastic or extracurricular programs.
	6:80, Teaching About Controversial Issues	Policy and footnotes are updated with minor corrections
	6.150 Home and Hospital Instruction	The policy and footnotes are updated to reflect that a physician, physician assistant, or advanced practice nurse may provide written permission for home or hospital instruction of a student.
	6:180, Extended Instructional Programs	Policy, footnotes, and Legal References updated to reflect language in relevant provisions of the School Code.
	6:210, Instructional Materials	Policy, footnotes, and Legal References updated to move optional language previously within footnote 4 into the body of the policy.
	6:290, Homework	Policy is unchanged. Minor continuous improvement updates are made
	6:330, Achievement and Awards	Policy is unchanged. Minor continuous improvement updates are made
	6.340 Student Testing and Assessment Program	The policy and footnotes updated in response to legal changes.

Students	7.15 Student and Family Privacy Rights	The policy and footnotes updated in response to legal term changes.
	7.20 Harassment of Students Prohibited	The policy and footnotes updated in response to legal requirements.
	7.70 Attendance and Truancy	The policy, footnotes and legal references updated in reference to students whose parent is on active military duty.
	7:80, Release Time for Religious Instruction/Observance	The policy and footnotes are updated with minor corrections
	7:160, Student Appearance	Policy is unchanged but for one minor (s) inserted at the end of the policy's last sentence.
	7.180 Prevention of and Response to Bullying, Intimidation, and Harassment	Policy and footnotes updated to align with 7.20 Harassment of Students Prohibited.
	7.250 Student Support Services	Policy and footnotes clarify student support service providers and certification requirements.
	7.260 Exemption from Physical Education	Updated to align with 6.60 Curriculum Content.
	7.270 Administering Medicines to Students	Policy and footnotes updated to allow for optional undesignated opioid antagonist program.
	7:275, Orders to Forgo Life Sustaining Treatment	OPTIONAL
	7.305 Student Athlete concussions and Head Injuries	Minor updates made to align with all student health policies.
	7.340 Student Records	Change in Legal reference updates
Community Relations	8:70, Accommodating Individuals with Disabilities	Policy and footnotes updated to clarify that Title II of the ADA applies to website accessibility.

Motion: A motion was made by Sullivan and seconded by Casey that the Maercker School District 60 Board of Education approve the adoption of policies as presented. A roll call vote was taken. Voting Aye: Satchwell, Sullivan, Kleppetsch, Bondlow, Casey, Linson, and Bishop. Voting Nay: None. Motion carried.

8.0 Public Comment on Agenda or Non-Agenda Items: There was no comment.

9.0 Agenda Items for Future Consideration: Next month the meeting will be at Holmes School and will include student spotlight presentations; a review of enrollment projections, educational programming changes and tentative certified staffing plan for 2018-2019 school year; and review of major building projects and technology plans.

10.0 Consensus for Communication Items on Twitter: There were none.

11.0 Adjournment: President Bishop declared the meeting adjourned at 9:30 p.m. ***Motion:*** A motion was made by Casey and seconded by Kleppetsch. A voice vote was taken, and unanimously approved. Motion passed.

Respectfully submitted,
Kathy Spina, Recording Secretary