

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF EDUCATION
MAERCKER SCHOOL DISTRICT NO. 60
HELD TUESDAY, APRIL 17, 2018, 7:00 PM
MAERCKER INTERMEDIATE 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, 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 Student Spotlight: Principal Giannoulis and Mrs. DeCarlo shared with the Board how the library and computer lab was converted into the CLZ or Creative Learning Zone in the fall of 2017. A variety of learning centers incorporating a green screen area, a soundproof recording area, a thinking/doing zone, a stop motion photography zone, a read and research zone, a coding zone, and even an area for teachers to collaborate have been established. Representing 3rd grade, Ms. Gregory and students shared several ELA projects completed. Mrs. Hoffman, Mrs. Wadler and 4th grade Peer Jury/Restorative Justice panel members explained how students, with adult supervision, are able to mitigate a good number of student conflicts in a way that brings positive conflict resolution. Fifth grade teacher Mrs. Hacker and several students demonstrated hands-on math fluency lessons, indicating steps followed in the learning process. Assistant Principal Nicole Counihan talked about progress being made in the area of social-emotional learning.

3.0 Presentation(s): Tammy Beckwith from PMA led the Board through information and processes for the sale of Maercker District 60 Bonds, laying out options for the \$28,000,000 in construction bonds. She reviewed the District's AA+ rating, and explained the difference between a Negotiated Sale and a Competitive Sale, stating the goal would be a stable debt rate. Board consensus was to proceed with a competitive sale as the preferred method. PMA will bring a recommendation to the May Board Meeting.

4.0 Public Comment on Agenda Items Only: Many Maercker teachers and parents were present. Teacher Keith Baar complimented presentations made by students, and credited the success of students to the dedicated efforts and ongoing work of Maercker teachers. He also recognized instructional assistant Margaret Kazanecki who will be leaving the district.

5.0 Consent Agenda:

5.1 Approval of Minutes: Open and Closed Minutes from March 13, 2018, April 9, 2018, and April 11, 2018

5.2 Approval of Treasurer's Report: for March 2018

5.3 Approval of Bills and Payroll: for April 2018

5.4 Acceptance of Letter of Resignation: Robin Demos, Holmes Food Server, effective April 20, 2018; Margaret Kazanecki, Maercker Instructional Assistant, effective April 20, 2018; Erin Christie, Teacher on Special Assignment, effective June 2018.

5.5 Approval of Recommendation for Hire: Tasneem Choughale, for Holmes Food Service Server, effective April 23, 2018, at the rate of \$10.70 per hour.

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

***9.12 Appointment to fill 1 year Board Vacancy:** (President Bishop moved up item 9.12 on the agenda for action.) The Board received 10 applications, and conducted 4 interviews to fill a one-year vacancy left by the resignation of Mrs. Bondlow in March. **Motion:** Satchwell moved, and Linson seconded that Michael Jones be appointed to fill the vacancy on the Maercker Board of Education. Voting Aye: Satchwell, Sullivan, Kleppetsch, Casey, Linson, and Bishop. Voting Nay: None. Motion carried.

6.0 Reports:

6.1 Parent-Teacher Association: Upcoming events include Culvers benefit night (4/17/18), PTA meeting (4/23/18), and the WHMS Spring Dance (4/20/18). April 24th is the Cultural Fair at Holmes School. The week of April 30th is a Nothing Bundt Cakes benefit week. The board will be seeking volunteers for the 2018-19 school year at its meeting on Monday, May 9th, at 7 p.m.

6.2 Maercker Education Foundation: MEF spring grant applications have just closed, there were 10 submissions. Foundation members will be reviewing applications and award grants at the May 17th Awards Evening at 7 p.m. at Westview Hills Middle School.

6.3 SASED: The meeting is next week.

6.4 Principals:

Mr. Sepich (H) written report: Mr. Sepich shared that preparations on the District-wide Cultural Fair are nearly complete thanks to the PTA and Mrs. Fisher. Author Amy Logan will be visiting at Holmes School this April. Holmes students participated in One-School One-Author using her book which is known for its positive message on changing the world for the better. Students will be treated to mini performances by visiting WHMS band members. Thanks to Mrs. Pine and students, the 2nd grade musical was a big hit. First grade student, Lauren LePenke, did a great job as the Holmes principal of the day on April 6th.

Mrs. Giannoulis (M) written report: Mrs. Giannoulis reported that the entire school has joined SASED in celebrating Autism Awareness Month. Students are participating in answering questions related to Autism with an interactive board in the school. STEM Seaperch underwater robotics students competed on Saturday, March 17 from 8:00 - 5:00 pm. STEM students conducted the Roller Coaster demonstration on April 5 at 2:15 p.m., which was live streamed by Mrs. DeCarlo and Mr. Baar. On Friday, April 20, Alex Quintero will be observing classrooms, and attending meetings as the Maercker Principal of the Day.

Mrs. Quirk (W) written report: After learning about empathy and communication through Advisory lessons, 6th, 7th and 8th grade Social Studies classes worked through questioning strategies, and 7th grade just completed presentations of the PSAs they created regarding Manifest Destiny. Students in all three grades continue to focus on book discussions during ELA, working through deepening questions for the group. The Chess Team had an impressive year, finishing in 2nd place in the SDEAA with a record of 11-3, with 5 Board Champions at the tournament! The team finished 15th at the IESA State Tournament with one silver medalist and two bronze medalists. Future Problem Solvers are currently competing and awaiting results. Spring sports have begun slowly since facing weather challenges. PARCC assessments concluded in March, and MAP assessments will be in May.

6.5 **Board of Education:** The Board reviewed the meeting effectiveness survey from February.

6.6 **Director of Teaching & Learning Cathy Fisher:** There is no report at this time.

6.7 CSBO:

Ms. Caddy indicated that she met with Gilbane to begin negotiations for estimates for construction, and discuss the scope of the project.

Food Service: At the end of this school year, the current Head Cook will be retiring. Ms. Caddy is recommending the use of a food service management company to insure compliance with all National School Lunch Program and USDA standards. A food service director would manage the program, and a nutritionist would help with menu development. To that end, an invitation to bid was conducted, with Arbor Management coming in as the low bid at a cost of \$253,699. This would include all oversight as well as consumables and current food server training. The Board requested more information about food offerings, and references.

6.8 Superintendent:

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

7.0 Closed Session to Discuss: **Not needed**

8.0 Election of Board of Education Officers:

8.1 **Nomination and Election of Board President for a 1 Year Term:** The following board member was nominated for the position of Board President: Lisa Bishop. **Motion:** Sullivan moved, and Kleppetsch seconded, to nominate Lisa Bishop as Board President for the term of one year. A roll call vote was taken. Voting Aye: Satchwell, Sullivan, Kleppetsch, Jones, Casey, Linson, and Bishop. Voting Nay: None. Motion carried.

8.2 **Nomination and Election of Board Vice President for a 1 Year Term:** The following board member was nominated for the position of Board Vice President: Amy Sullivan. **Motion:** Satchwell moved, and Casey seconded, to nominate Amy Sullivan as Board Vice President for the term of one year. A roll call vote was taken. Voting Aye: Sullivan, Kleppetsch, Jones, Casey, Linson, Satchwell, and Bishop. Voting Nay: None. Motion carried.

8.3 **Nomination and Election of Board Secretary:** The following board member was nominated for the position of Board Secretary: Mary Satchwell. **Motion:** Sullivan moved, and Kleppetsch seconded, to nominate Mary Satchwell as Board Secretary for the term of one year. A roll call vote was taken. Voting Aye: Kleppetsch, Jones, Casey, Linson, Satchwell, Sullivan, and Bishop. Voting Nay: None. Motion carried.

9.0 Action Items:

9.1 **Approval of 2nd Reading and Adoption of Policies 2:260 Uniform Grievance Procedure; 4:40 Incurring Debt; 5:20 Workplace Harassment; and 5:170 Copyright:** The first reading of policies was approved at the March 21, 2018 Board of Education meeting and are now recommended for adoption. **Motion:** A motion was made by Linson and seconded by Satchwell that the Maercker

School District 60 Board of Education approve the second reading and adoption of policies as presented. A roll call vote was taken. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.2 Adopt Resolution to Prohibit Sexual Harassment (Related to Policy 5:20 E): The State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a), amended by P.A. 100-554, requires school districts to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment. It must include: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); and (4) the consequences of a violation of the prohibition on sexual harassment and the consequences for knowingly making a false report. **Motion:** A motion was made by Satchwell and seconded by Sullivan that the Maercker School District 60 Board of Education approve the Resolution to Prohibit Sexual Harassment as presented. A roll call vote was taken. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.3 Approval of District Treasurer – Treasurer’s Bond: The appointed treasurer is required to be bonded at an amount equal to 25% of the projected highest fund balance in the treasurer's custody at any given time. Additionally, a copy of the surety bond is attached and the accompanying resolution approving the surety bond is now required by the State Board of Education. As also required by school code 105 ILCS 5/19-6 and 105 ILCS 5/8-2, a surety bond shall be issued that is equal to 25% of the General Obligation Bonds sold by the District. The resolution and special surety bond will be brought to the Board for approval once issued. Sue Caddy has served in this capacity and is properly bonded. **Motion:** Linson moved and Sullivan seconded that the Maercker School District 60 Board of Education appoint Susan Caddy as Treasurer for Maercker School District 60, and further move to approve the Resolution approving the Surety Bond for the District treasurer. Voting Aye: Linson, Satchwell, Sullivan, Kleppetsch, Casey, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.4 Reemployment of First, Second, and Third-Year Full Time and Part Time Teachers: The following are first, second, and third-year full time and part-time probationary teachers who are being recommended for re-employment for the 2018-2019 school year: Courtney Benfield, Shayla Bowers, Peggy Casey (PT), Leanne Clark, Kelly Cook, Rachel Douglas, Grace Espinosa, George Huff (PT), Brittany Iasielo, Stephanie Konidaris, Beth Krause, Mary Krause, Aimee Lujano, Christina McElroy, Greg Micek, Lauren Miller, Lauren Parello, Tim Strezo, Jennifer Vujanovic, Kevin Wardzala, and Sarah Waters. **Motion:** A motion was made by Sullivan and seconded by Linson that the Maercker School District 60 Board of Education re-employ first, second, and third-year full time, and part-time probationary teachers, as presented, for the 2018-19 school year. A roll call vote was taken. Voting Aye: Satchwell, Sullivan, Kleppetsch, Casey, Linson, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.5 Re-Employment and Recommendation for Tenure of Full-time Fourth Year Probationary Teachers: The following are fourth-year full time probationary teachers who are being recommended for continued contractual employment in Maercker School District 60: Kathleen Alquist, Barbara Crum, Megan DiCianni, Tess Hereema, Rachel Lebensorger, Karen Constantine, Elizabeth Ojeda, Sheila Priebe, and Amanda Gregory. **Motion:** A motion was made by Satchwell and seconded by Sullivan that the Maercker School District 60 Board of Education re-employ and grant tenure to fourth year full-time probationary teachers, as presented, for the 2018-2019 school year. A roll call vote was taken. Voting Aye: Sullivan, Kleppetsch, Casey, Linson, Satchwell, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.6 Approval of Job Description: The current job description for Gifted Specialist / Differentiation Coach was last updated in 2012. The revisions better align this position with the current certified teacher job description, and include certification updates. **Motion:** A motion was made by Casey, and seconded by Linson to approve the updated job descriptions for Gifted Specialist - Differentiation Coach as presented. A roll call vote was taken. Voting Aye: Kleppetsch, Casey, Linson, Satchwell, Sullivan, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.7 Approve FY19 SASSED Classroom Lease: The agreement is recommended for one classroom at Maercker School for the FY19 School Year beginning August 11, 2018 through August 10, 2019, in the amount of \$23,000. **Motion:** A motion was made by Casey and seconded by Linson that the Maercker School District 60 Board of Education approve the lease of one Maercker School classroom for the 2018-2019 School Year to SASSED in the amount of \$23,000. A roll call vote was taken. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.8 Approve Resolution to Participate in the Illinois Trust: By approving the recommended Resolution, the Board will be authorizing the CSBO to invest funds in the Illinois Trust as an option. Participation in the Illinois Trust will grant the district an alternative investment vehicle to encourage healthy competition when seeking high yield investments. Upon receipt of large cash deposits (i.e., tax distributions and upcoming bond proceeds), the district will have the enhanced ability to seek competitive quotes on investment instruments, thus improving overall yield and reduced investment fees. The fund is managed by PFM Asset Management LLC who currently manages public funds for many school districts, municipalities, and park districts in Illinois.

Motion: A motion was made by Satchwell and seconded by Linson that the Maercker School District 60 Board of Education adopt the resolution approving participation in Illinois Trust as presented. A roll call vote was taken. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.9 Approve Food Service Management Contract with Arbor Management for the 2018-19 School Year: Due to the retirement of Head Cook Kathy Debo in June, administration is recommending a Food Service Management Company (FSMC). Arbor Management, Inc. was the low bidder on the Invitation for Bid. **Motion:** A motion was made by Sullivan and seconded by Satchwell to approve a contract with Arbor Management, Inc. for the 2018-19 school year. A roll call vote was taken. Voting Aye: Linson, Satchwell, Sullivan, Kleppetsch, Casey, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.10 Award Bid to Cut Above Landscaping for Grounds Care/Snow Removal: Bids were received from three companies, with the lowest overall bid submitted by Cut Above Landscaping. They have been providing services to the District for many years and have been reliable. **Motion:** Kleppetsch moved and Casey seconded to approve a contract with Cut Above Landscaping for the 2018-19 school year. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.11 Award Construction Management Contract: Nine firms responded to the district's request for qualifications for construction management services. Nine firms were evaluated, and four firms were invited to an interview on April 11, 2018. Tim Casey, Priya Linson, Sue Caddy and Sean Nugent participated in the interview. Gilbane was determined to be the most qualified firm. **Motion:** Casey moved and Linson seconded to approve a construction management contract with Gilbane Building Company subject to attorney review and approval and subject to the negotiation of fees acceptable to the Chief School Business Official. Voting Aye: Linson, Satchwell, Sullivan, Kleppetsch, Casey, and Bishop. Voting Nay: None. Abstaining: Michael Jones. Motion carried.

9.12 Appointment to Fill Board Vacancy: (President Bishop moved up item 9.12 on the agenda just after the Consent Agenda for action.)

9.13 Appointment of Committee Members and Board Representatives: Board members discussed and volunteered to participate on multiple committees as required. **Motion:** Satchwell moved and Casey seconded to approve the committee and board representative appointments as presented. Voting Aye: Sullivan, Kleppetsch, Jones, Casey, Linson, Satchwell, and Bishop. Voting Nay: None. Motion carried.

9.14 Approve 2018-19 Board of Education Meeting Calendar: A draft calendar was presented to the Board for discussion. **Motion:** Sullivan moved and Satchwell seconded to approve the 2018-19 Board Meeting Calendar as presented. Voting Aye: Kleppetsch, Jones, Casey, Linson, Satchwell, Sullivan, and Bishop. Voting Nay: None. Motion carried.

10.0 Public Comment on Agenda or Non-Agenda Items:

11.0 Agenda Items for May: At the May meeting the Board will approve the non-certified staffing plan, any non-renewals of non-certified staff, administrator contracts, and any necessary curriculum revision recommendations. The Board is invited to the May 17th student and staff awards evening at WHMS at 7 p.m.

12.0 Consensus for Communication Items on Twitter: Maercker student presentations and new Board member, Mr. Michael Jones, Jr.

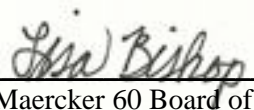
13.0 Adjournment:

13.1 Meeting Effectiveness Exit Slip: President Bishop reminded Board members to complete the meeting survey.

13.2 Motion to Adjourn: President Bishop declared the meeting adjourned at 9:18 p.m. **Motion:** A motion was made by Casey and seconded by Satchwell. A voice vote was taken, and unanimously approved. Motion passed.

Respectfully submitted,
Kathy Spina, Recording Secretary


Secretary, Maercker 60 Board of Education


President, Maercker 60 Board of Education