

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF EDUCATION
MAERCKER SCHOOL DISTRICT NO. 60
HELD TUESDAY, JUNE 12, 2018, 7:00 PM
MAERCKER INTERMEDIATE SCHOOL**

1.0 Call to Order and Roll Call: At 7:12 p.m., Vice President Amy Sullivan called the meeting to order. The following members were physically present: Paul Kleppetsch, Michael Jones, Tim Casey, Mary Satchwell, and Amy Sullivan. Priya Linson, and Lisa Bishop were absent due to personal family business.

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 Public Comment on Agenda Items Only: None.

3.0 Consent Agenda:

3.1 Approval of Minutes: Open and Closed Minutes from May 15, 2018, and June 6 (no Closed Minutes)

3.2 Approval of Treasurer's Report: for May 2018

3.3 Approval of Bills and Payroll: for June 2018

3.4 Approve Accounts Payable for July 2018: The Board authorized the approval of July 2018 accounts payable by the President and Secretary of the Board of Education by an independent review and approval of presented payment requests.

3.5 Approval of Recommendation(s) for Hire: Amy LeMieux Simon, 4th grade at Step 6-MA; Kathryn Markowski, 2nd grade teacher at Step 3-BA+16; and Elizabeth Orrico, Spanish/World Languages teacher (W) at Step 2-BA.

3.6 Adopt Resolution Adopting the Prevailing Rate of Wages : updates from IDOL were added

3.7 Adopt Certification of Hazardous Bus Routes Resolution: There are no changes to designations from the last several years

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

4.0 Reports:

4.1 Parent-Teacher Association: There were no updates. They are currently working to fill committees.

4.2 Maercker Education Foundation: 2018 MEF grant winners have been announced:

- Lissa Blake for Book Creator application for all Holmes classrooms
- Christina McElroy for 2nd grade instruction on math dimensions by the DuPage Children's Museum
- Sheri DeCarlo and Megan Flaherty for WeVideo subscription for Maercker and Westview Hills classrooms for Chromebooks to make high quality videos
- Lynn Gorey for green screen pop-up tents for classrooms to have ready access to green screen capability in their rooms for multiple projects.

4.3 SASED: SASED recently had their board re-organization meeting, appointing officers for the next school year, they also approved the FY19 Budget.

4.4 Principals:

Mr. Sepich (H) written report: Mr. Sepich said students used an ABC count down at the end of the year with a related daily activity. Field day was a great success, as was their first Holmes student awards. The staff participated in an end of year data review led by the Building Leadership Team (BLT) to prepare for future student progress.

Mrs. Giannoulis (M) written report: Students enjoyed an end of the year "Egg Drop" related to STEM classes regarding Newton's first law of gravity. Staff and students participated in an end of year awards assembly recognizing students at each grade level. Teachers participated in a deep dive of instructional practices related to student outcomes. Maercker is preparing for 2018 One Book, One School with The Harlem Charade book by a Chicago author.

Mrs. Quirk (W) written report: May began with teacher appreciation and closed with student awards and celebrations for reaching academic goals. The Fine Arts Department hosted an evening of student talent displays along with a spring concert. A final data review took place to plan for improvements.

4.5 Board of Education:

Tri-Conference: Board members and administration have been registered for the November 2018 conference. A final count of all participants is needed by September 1, 2018.

4.6 Director of Teaching & Learning Cathy Fisher: Mrs. Fisher presented an overview of the K-8 achievement and growth progress along with spring benchmarking. She shared that with the new math instructional resources, students have been able to apply concepts earlier in the school year.

Mrs. Fisher and Superintendent Nugent introduced the possibility of developing an optional dual language program at the lower primary level. Students would gradually add Spanish to their vocabulary and instruction with the goal of eventually becoming proficient in English and Spanish. There was consensus to study possible program designs during the 2018-19 school year for potential implementation for the 2019-20 school year.

4.7 CSBO: Ms. Caddy shared that the contract with Gilbane has been finalized. Construction management costs will be approximately 2% of the total costs. Preconstruction costs are estimated at \$135,000, with an additional \$1,623,339 for construction, for a total of approximately \$1,758,339.

5-Year Financial Projections: The projections reflect near final FY18 numbers, FY19 Tentative Budget, and 4 years of projections through FY23.

Major assumptions:

- 2.1% CPI for each of the levy years
- Increased investment earnings based on improving short term rates
- No increase in state revenue; however, EBF may result in new funds.
- Staffing updated to reflect FY19 staffing plan and assumes same plan through FY23
- Additional staff for all-day K in FY20 (3.5 FTE)
- Retirees and replacements accounted for in each respective fiscal year
- Funds for furniture for new classrooms and renovations
- Funds in O&M FY20 and beyond to address facility maintenance and upkeep needs as identified on facility assessment
- New custodial staffing for FY20

Facility Rental with YMCA: The District has entered into a facility rental agreement with the YMCA to run their Y-Kids program at Holmes School next year. The program will be run entirely by the YMCA and will exclusively benefit the families of Holmes and Maercker students, who are losing their after school care options because of the church closing its child-care program. Thanks goes to Dominic Sepich for initiating the conversations to help our families with flexible after-school care.

4.8 Superintendent:

Monthly Reports: Mr. Nugent made enrollment, FOIA, student suspension, staff attendance, and residency reports available to the Board. He stated that administration is working closely with the union to raise awareness on the topic of staff absence.

Construction Update: Administration and architects have been working closely to finalize design plans, and mechanical systems. There will be minimal asbestos abatement required, with some abatement beginning this summer. The remainder will take place in June 2019.

Communications Audit: Superintendent Nugent presented a final report of the communications audit.

Communications Recommendations: New goals and steps were outlined as a result of the recent communications audit:

1. Create a seamless brand image that is used consistently across all communication methods.
2. Develop and maintain consistent communications with Maercker District 60 parents and guardians to build a positive two-way relationship with all families in the district.
3. Create and position the website as the ideal location for all district and school information.
4. Develop and maintain regular communications with the Maercker District 60 community to strengthen support and build a positive image of the school district.
5. Build a media relations program to increase positive coverage of Maercker District 60's accomplishments, events and academic excellence.
6. Establish and maintain effective internal communication with staff to foster pride and community among all Maercker District 60 staff.

Administration is exploring contract services on a limited basis for help in this area.

Village News: The Village of Westmont has approved redevelopment plans for the NE corner of 63rd and Cass Avenue.

5.0 Presentations: There were none.

6.0 Closed Session to Discuss: **Motion:** At 8:15 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 exception(s) set forth in 2(c)(1)(the appointment, employment,

compensation, discipline, performance, or dismissal of specific employees); and 2(c)(21) (Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06). A roll call vote was taken. Voting Aye: Casey, Satchwell, Kleppetsch, Jones, and Sullivan. Voting Nay: None. Motion carried.

Move Out of Closed Session: ***Motion:*** At 8:25 p.m., it was moved by Casey, and seconded by Satchwell to move out of closed session. A voice vote was taken, and passed unanimously. Motion carried.

7.0 Action:

7.1 First Reading of Policies: 4.30, 4.80, 6.60, 6.135, 6.220, 6.240, 6.250, 7.50: The following policies were reviewed by the Board Policy Committee on June 6th, and are now recommended for first reading.

Section	Policy	Description
Operational Services	4.30 Revenue and Investments	Updated to include Illinois Trust (Local Investment Pools) information.
	4.80 Accounting and Audits	Policy, footnotes, and Legal References updated in response to ISBE best practice recommendations.
Instruction	6.60 Curriculum Content	New policy text provides a broad timeframe for a unit of cursive writing offering.
	6.135 Accelerated Placement Program. NEW	NEW. The policy is created in response to 105 ILCS 5/14A, amended by P.A. 100-421.
	6.240 Field Trips	A reference to 4:140, Waiver of Student Fees, added to the policy text. 4:140, Waiver of Student Fees, and 7:10, Equal Educational Opportunities, added to the Cross References.
	6.250 Community Resource Persons and Volunteers	Changes to the text of the policy reflect a long-standing School Code provision that schools may use resources persons and volunteers for crisis intervention services. Statutes added to the Legal References. 4:175, Convicted Child Sex Offender; Screening; Notifications, is added to the Cross References.
Students	7.50 School Admissions and Student Transfers To and From Non-District Schools	The policy, footnotes, Legal References, and Cross References are updated in response to 105 ILCS 5/14A, amended by P.A. 100-421. ISBE special education rules added to the Legal References.

Motion: Casey moved, and Jones seconded to approve the 1st Reading of Policies as presented. A roll call vote was taken. Voting Aye: Satchwell, Kleppetsch, Jones, Casey, and Sullivan. Voting Nay: None. Motion carried.

7.2 Second Reading and Adoption of Policies: 4.30, 4.80, 6.60, 6.135, 6.240, 6.250, 7.50: Seeing that there were no additional recommended changes to the first reading of these policies, they are presented for adoption. ***Motion:*** Kleppetsch moved and Casey seconded to approve the second reading and adoption of policies as presented. A roll call vote was taken. Voting Aye: Kleppetsch, Jones, Casey, Satchwell, and Sullivan. Voting Nay: None. Motion carried.

7.3 Action on Semi-Annual Review of Closed Session Written Minutes: ***Motion:*** Casey moved, and Kleppetsch seconded, that the need for confidentiality still exists as to all written minutes of closed meetings of the Board of Education from the period of April 18, 2017 through March 21, 2018, with the exception of the closed minutes of January 31, 2018; and, further, that the need for confidentiality remains for all other closed session minutes prior to this period not previously released by the Maercker School District 60 Board of Education. A roll call vote was taken. Voting Aye: Kleppetsch, Jones, Casey, Satchwell, and Sullivan. Voting Nay: None. Motion carried.

7.4 Action on Semi-Annual Review of Verbatim Closed Session Recordings: ***Motion:*** Kleppetsch moved, and Satchwell seconded, to authorize the destruction of verbatim recordings of the closed meetings of the Maercker School District 60 Board of Education from September 15, 2015 through June 21, 2016. A roll call vote was taken. Voting Aye: Jones, Casey, Satchwell, Kleppetsch, and Sullivan. Voting Nay: None. Motion carried.

7.5 Approval of Tentative Budget for the 2018-2019 School Year. Highlights of the tentative FY19 budget are:

- Budgeted operating deficit of \$180,553

REVENUES:

- Revenues budgeted to increase overall by 1%
- Short-term interest rates are rising; budget reflects expected increased returns
- State revenue budgeted at same level as FY18; adjustments will be made once FY19 EBF allocations are finalized
- State reimbursement for Special Ed Transportation increased due to increase in our costs

EXPENDITURES

- Salaries budgeted to increase 1% overall; teacher salaries decreased by .1%

- 3 contingent instructional assistant positions are budgeted
- Benefits are budgeted to decrease by 1%.
 - Health Insurance – PPO premium decrease of 2.1%;
 - HMO premiums remain the same
- Increased out of district tuition costs for special education students (SASED programs)
- New student Chrome books leased at an annual payment of \$150,901; increase of \$64K over previous lease
- New curriculum adoption for ELA and Social Studies; increased line item by \$65,000
- Facility projections include repair and replacement of cafeteria floor at Maercker and replacement of VCT and ceramic tile floors in student washrooms at Westview and Maercker. Replace booster pump at Maercker and repair broken/heaved concrete at Maercker to eliminate trip hazards.

NEAR FINAL FY18

- Anticipated EOY operating surplus of \$80,128.
- Estimated based on anticipated receipt of revenues and payment of final bills
- O&M exceed budget by just under \$150,000 primarily due to payment of architect fees related to construction. Also, unanticipated large expenses related to water heater replacement at Maercker School. The water heater corroded, causing major leaks and no hot water available in the building.

Motion: Satchwell moved, and Casey seconded, that the Maercker School District 60 Board of Education approve the 2018-19 Tentative Budget as presented. A roll call vote was taken. Voting Aye: Casey, Satchwell, Kleppetsch, Jones, and Sullivan. Voting Nay: None. Motion carried.

7.6 Approve Rental Agreement with Christian Church of Clarendon Hills: The District would like to rent the preschool wing at the Christian Church from July 15, 2018 to May 31, 2019 for additional Holmes School classroom space while construction is completed. The agreement covers a rental beginning July 15, 2018 through May 31, 2019 for a total cost of \$27,750 (a charge of \$3,000 per month, with the exception of July 2018 and May 2019 being \$1,500 each). **Motion:** Satchwell moved, and Casey seconded, that the Maercker School District 60 Board of Education approve the Facility Rental Agreement with the Christian Church of Clarendon Hills, as presented. A roll call vote was taken. Voting Aye: Satchwell, Kleppetsch, Jones, Casey, and Sullivan. Voting Nay: None. Motion carried.

8.0 Public Comment on Agenda or Non-Agenda Items:

9.0 Agenda Items for August: The Board will receive construction updates, and review tentative school improvement plans and professional development activities for 2018-19.

10.0 Consensus for Communication Items on Twitter: MEF Grant Awards

11.0 Adjournment:

11.1 Meeting Effectiveness Exit Slip: Mrs. Sullivan reminded Board members to complete the meeting survey.

11.2 Motion to Adjourn: Vice President Sullivan declared the meeting adjourned at **8:55** 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

Secretary, Maercker 60 Board of Education

President, Maercker 60 Board of Education