

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF EDUCATION
MAERCKER SCHOOL DISTRICT NO. 60
HELD TUESDAY, AUGUST 14, 2018, 7:00 PM
MAERCKER DISTRICT OFFICE**

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, Michael Jones, Priya Linson, Mary Satchwell, Amy Sullivan, and Lisa Bishop. Tim Casey arrived at 7:19 p.m.

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 Closed Session to Discuss: **Motion:** At 7:02 p.m., pursuant to section 2a of the Open Meetings Act 5 ILCS 120/1.01, 120/2(c) a motion was made by Linson and seconded by Sullivan 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). A roll call vote was taken. Voting Aye: Jones, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Motion carried.

Tim Casey arrived at 7:19 p.m.

Move Out of Closed Session: **Motion:** At 8:50 p.m., it was moved by Casey, and seconded by Linson to move out of closed session. A voice vote was taken and passed unanimously. Motion carried.

3.0 Hearing for Proposed 2018-19 Budget, Including Opportunity for Public Comment: Ms. Caddy reviewed highlights and changes to the FY19 School Year Budget.

- Budgeted operating deficit of \$245,254

REVENUES:

- Revenues budgeted to increase overall by 1%
- Short-term interest rates are rising; budget reflects expected increased returns
- EBF Funding – Tier funding of \$34,118 increased the EBF funding to \$1,353,325.
- State reimbursement for Special Ed Transportation increased due to increase in our costs

EXPENDITURES

- Salaries budgeted to increase 1% overall; teacher salaries decreased by .22%
- 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 the repair and replacement of the cafeteria floor at Maercker, replacement of VCT and ceramic tile floors in student washrooms at Westview and Maercker, replacement of the booster pump at Maercker, and repair of broken/heaved concrete at Maercker to eliminate trip hazards. The budget also was increased to account for partition replacements in the student washrooms at Westview Hills that had floors replaced.

NEAR FINAL FY18

- Anticipated EOY operating surplus of \$54,353.
- 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.

4.0 Public Comment on Agenda Items Only: There was no public comment.

5.0 Consent Agenda:

5.1 Approval of Minutes: Open and Closed Minutes from June 12, 2018

5.2 Approval of Treasurer's Report: for June and July 2018

5.3 Approval of Bills and Payroll: for July and August 2018

5.4 Accept Letters of Resignation: Tasneem Choughale, Food Server; Monica Kritikos, BIL aide; Vesna B-Zahereiva, aide; Rose Doyle, Food Server; Nicole Counihan, AP (M)

5.5 Approval of Employment: Amanda Reif, (.5) EC SpEd (H); Sarah Beglen, Elementary Music (H/M); Catherine Sanders (.5) Gifted Differentiation Coach(M); Tamara Kohout, BIL-SPAN & EL (M); Amanda Sheridan, Breakfast Server; Dawn DeGraff, (.5) Kindergarten SpEd; Michael Stawski, part-time bus driver.

5.6 Request for Paternity Leave : Chris Lin, assistant principal for Westview Hills Middle School, with anticipated dates of October 16 through November 4, 2018.

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

6.0 Reports:

6.1 Parent-Teacher Association: August 16th is PTA supply kit pick-up and calendar distribution, followed by a meeting for anyone interested in learning about volunteering with the PTA. This year's slate of officers is: Shirley Myers, President; Lesley Wright, Vice President; Jen Tekkey, Treasurer; and Cathy Vroom, Secretary. September 28th is the Wildcat Dash at 6 p.m. at Ty Warner Park. More info will be out soon.

6.2 Maercker Education Foundation: No report.

6.3 SASED: Mrs. Satchwell reported that the SASED board approved their FY19 Budget, and are in the final stages of hiring a new director.

6.4 Principals:

Mr. Sepich (H) written report: Preparations are underway for the beginning of construction. The first New Family Orientation is set to take place August 16th. Teachers are busy readying rooms, and Holmes BLT is getting started on the new year School Improvement planning.

Mrs. Giannoulis (M) written report: New parent orientation will be August 20th to kick-off the school year. Teachers will be using SeeSaw to keep parents connected to the classroom, and are preparing new ELA Benchmark resources, as well as customizing their Eureka Math programs for students. PBIS will begin with a student assembly on the first Friday of student attendance, August 24th. Curriculum night will be August 27th, and coffee with the principal will be held in the a.m. and p.m. for parent convenience on September 24th.

Mrs. Quirk (W) written report: Westview Hills Middle School is hosting their new parents and students the evening of August 15th, with Curriculum night being held on August 28th. The BLT has been meeting to finalize plans and prepare for an all-school assembly on August 24th. Cross country teams are in full swing, and other student activities will begin soon.

6.5 Board of Education:

Tri-Conference: Conference speaker and session information is now available for the Tri-Conference to be held November 16th through the 18th in Chicago.

DuPage Division Fall Dinner: October 2nd will be the DuPage Region IASB Fall dinner with Max McGee speaking on the topic of "From Distress to Success: Policies and Practices to Strengthen Student Wellbeing". Reservations are required.

6.6 Director of Teaching & Learning Cathy Fisher: Mrs. Fisher gave a review of multiple training sessions on the new literacy programs, as well as associated curriculum writing in ELA that took place over the summer, STEM training for grades 3 through 5 to enable launch of the new Project Lead the Way curriculum, special education math training, instructional shifts in literacy required by the new standards, in grades 6-8, review of the newly required acceleration program, and a look into full-day kindergarten planning and the potential of a dual language program. New teacher orientation took place on July 31st. Plans are being made for informational sessions for parents regarding the new literacy curriculum, and staff will create talking points which may be made available to parents.

6.7 CSBO: Ms. Caddy asked if there were further questions about the proposed budget approval, but there were no further questions.

6.8 Superintendent:

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

Construction Update: Bids are out now for Holmes School, there will be a meeting on August 22nd. Bids will be opened on September 6th. Superintendent Nugent presented two options to address parking requirements at the middle school, with the primary target of desired separation between vehicle and bus traffic. One cheaper plan involves the removal of the forested area on the southeastern portion of the campus. The Board indicated that this site option was acceptable. The plan is to go out to bid at Westview in late September.

BLT Big Picture: Teachers are now co-facilitating with administration on opening Institute Days. Many teachers will be involved in the training process for staff at large.

7.0 Closed Session to Discuss: Not Needed.

8.0 Action:

8.1 Policy 7:60 Residence (first and second reading and adoption): Recommended revisions to Policy 7:60 allow for admission to district schools for soon-to-be residents who are closing on a home or anticipating completion of construction on a new home close to the start of the school year. The revisions for non-resident admissions mirror D86 and D99 policies to ensure consistency for our families with high school aged children. **Motion:** Casey moved, and Satchwell seconded to approve proposed changes to policy 7:60 Residence as presented. A roll call vote was taken. Voting Aye: Kleppetsch, Jones, Casey, Linson, Satchwell, Sullivan, and Bishop. Voting Nay: None. Motion carried.

8.2 Approval of FY19 Budget: Ms. Caddy entertained questions regarding the proposed budget.

Motion: Satchwell moved and Linson seconded to approve the 2018 – 2019 Budget as presented. A roll call vote was taken. Voting Aye: Jones, Casey, Linson, Satchwell, Sullivan, Kleppetsch, and Bishop. Voting Nay: None. Motion carried.

8.3 Approve the 2018-19 Student-Parent Handbook: Mr. Nugent shared a redline copy of all changes made to the handbook for the current school year which is based on the recommended Illinois Principals' Association Model Student Handbook and in line with legislative changes made in the last year. **Motion:** Kleppetsch moved, and Sullivan seconded, to approve the 2018-19 Parent/Student Handbook as presented. A roll call vote was taken. Voting Aye: Casey, Linson, Satchwell, Sullivan, Kleppetsch, Jones, and Bishop. Voting Nay: None. Motion carried.

8.4 Approve the Revised 2018-19 School Year Calendar: The district has been working with architects and the construction manager to devise a realistic schedule for the renovations at Holmes Primary School and Westview Hills Middle School during the summer of 2019. Construction needs to begin on Saturday, June 1, 2019. As such, the 2018-19 school year needs to close on Friday, May 31, 2019. If Emergency Days are declared throughout the 2018-19 school year, school will be held on previously scheduled holidays instead of at the end of the school year. The revised calendar calls for classes to be held on February 18, 2019 and April 19, 2019 if needed. This is consistent with Hinsdale D86's handling of Emergency Days. **Motion:** Sullivan moved, and Satchwell seconded, that the Maercker School District 60 Board of Education approve the Revised 2018-19 School Year as presented. A roll call vote was taken. Voting Aye: Linson, Satchwell, Sullivan, Kleppetsch, Jones, Casey, and Bishop. Voting Nay: None. Motion carried.

8.5 Approval of the 2019-2020 School Year Calendar: Because of the extensive amount of work at two schools, and the district's desire is to begin the 2019-20 school year during the first week of September 2019, rather than the typical August start time, it will necessitate a later dismissal schedule for the end of the 2019-20 school year. Given the unique start and end date for the 2019-20 school year, Administration would like to provide early notification to parents and staff. This draft calendar will come back for formal adoption in December 2018. Mr. Casey indicated a need for a correction in the November Parent Conference dates. **Motion:** Casey moved, and Jones seconded, that the Maercker School District 60 Board of Education approve the tentative 2019-2020 school year calendar as amended. A roll call vote was taken. Voting Aye: Satchwell, Sullivan, Kleppetsch, Jones, Casey, Linson, and Bishop. Voting Nay: None. Motion carried.

9.0 Public Comment on Agenda or Non-Agenda Items: No comment.

10.0 Agenda Items for August: The Board will be given updates on construction, and Superintendent Goals, as well as a review of tentative school improvement plans and professional development activities for 2018-19.

11.0 Consensus for Communication Items on Twitter: None at this time.

12.0 Adjournment:

12.1 Meeting Effectiveness Exit Slip: Ms. Bishop reminded Board members to please complete the meeting survey.

12.2 Motion to Adjourn: President Lisa Bishop declared the meeting adjourned at 10:15 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