

JANUARY 22, 2018
WILMETTE, IL
REGULAR MEETING

A regular meeting of the Board of Education was held on Monday, January 22, 2018 at the Mikaelian Education Center, 615 Locust Road, Wilmette, Illinois. President Mark Steen called the meeting to order at 7:00 p.m.

Members Present: Mark Steen, Jon Cesaretti, Tracy Kearney, Frank Panzica,
 Alice Schaff, Lisa Schneider-Fabes, Ellen Sternweiler

Members Absent: None

Administrators Present: Ray Lechner, Gail Buscemi, Heather Glowacki, Katie Lee, Denise Thrasher

PLEDGE OF ALLEGIANCE

Principal Kelly Jackson introduced Wilmette Junior High Student Council students to lead the Pledge of Allegiance.

ARTWORK

Mr. Steen noted Eric Willson's photography students provided the artwork in the Board room. These photographs were digitally edited in class using professional software. District 39 combines a cutting-edge experience in digital photography with a foundation on past history. Photography at Wilmette Junior High fosters an environment of innovation for students to thrive today and in the future. Photography is a powerful tool of communication and we see its impact in the everyday lives of young people all around the world.

APPROVE THE MINUTES

Mr. Panzica moved, seconded by Mrs. Schaff, to accept the minutes of the December 18, 2017 Regular and Executive Session Meetings. The minutes were approved as amended by **General Consent**.

PUBLIC COMMENTS

Stina Hawkinson, Wilmette, spoke as a senior at New Trier High School about proposed adjustment of sectionals and removal of grades for the band program. She noted her musical successes participating in Symphonic Wind Ensemble, Symphony Orchestra, Chamber Orchestra, AP Music Theory, and acting as the teacher's assistant for Varsity Wind Ensemble. She credited her achievements in music to the WJHS band program. She stated the existence of grades motivated her to succeed. She noted WJHS is the main feeder to New Trier band making it a necessity for the band program to be upheld. She said if the amount of time for sectionals were decreased students would not be well prepared for the New Trier programs.

BOARD COMMITTEE REPORTS

Facility Development Committee – Mrs. Schaff stated the committee met as part of the Committee of the Whole on January 8th. The committee received updates from Colby Lewis of STR Architects regarding the Highcrest renovation. Project drawings were ready for bidding process and would then be presented for Board approval at the February Board meeting. She noted the project manager reported the project costs continue to remain within the estimated budget range. The next meeting is February 14th.

School Finance Committee – Mr. Panzica stated the committee met as part of the Committee of the Whole on January 8th. The committee discussed exploring where revenues are spent as part of financial analysis. It was suggested an outside fiscal group do a financial analysis. Detailed discussion on reserve targets brought suggestions for a minimum and maximum target. He added the committee supported renewing the contract extension for Klein Hall Associates to conduct the financial audit as the group has met the needs of the District. The next meeting is February 14th.

Strategy – Mrs. Schaff stated the committee met as part of the Committee of the Whole on January 8th. She noted the three topics discussed were Kindergarten enrichment, Instructional Music, and Student Growth. The committee reviewed space needs for all four elementary schools along with initial ideas for renovations and additions needed to accommodate a kindergarten enrichment program. Ellen Crispino reviewed estimated operating costs for the program. The committee discussed estimated costs and how much these costs might be covered by tuition. Next step would be to survey parents to explore interest in kindergarten enrichment. Ms. Lee presented very preliminary results from the instrumental music survey that was sent to parents of fifth through eighth graders. The scope of the survey was to see who preferred a before school program or related arts option as well as parents’ thoughts on sectional practices. Ms. Lee presented advantages of the new MAP assessment used to evaluate student growth. She explained the four quadrants and how students would be identified. Ms. Lee stated the winter assessment results would arrive in late January and she would present a report for the February Board of Education meeting. Mrs. Schaff reported that Dr. Lechner presented nutrition and gender as topics for future consideration. The next meeting is February 14th.

Community Review Committee – Mrs. Schaff noted the committee met on January 8th. The topic this year is personalized learning. She reported the committee continued its work in subgroups. The next meeting is February 5th.

Educational Foundation – Mrs. Sternweiler stated the committee met on January 17th. They began planning for the future board. She noted the work by the Educational Foundation is extremely valuable and encouraged the community to consider being a foundation member. Mrs. Sternweiler stated Trivia night sold out immediately and the foundation is accepting donations for raffle prizes. The committee also reviewed fund raising events for Gripp Grants. She said the committee added a paddle tennis tournament for all levels of ability. She added discussion ensued regarding potential topics and presenters for Math in the Real World. The next meeting is February 21st.

Board Agenda Items

Legislative Update

Mrs. Kearney reported legislature has not been in session and would not convene until January 30th.

INFORMATION ITEMS

A. Written Communication

Dr. Lechner noted the Board received written communication regarding the tax levy from Tracy Sommer, Ted Dabrowski, Art Gunther, Julie Hanahan, Scott Pool, Karen Goodman, Jennifer Manning, and Eve Subrin Williams. Written communication was also received regarding the 2018-19 school year calendar from Evita Vulgaris.

B. Administrative Announcements

Dr. Lechner stated Dr. Denise Thrasher and Gail Buscemi would be retiring at the end of June. He announced interim appointments for these positions for the 2018-2019 school year. Dr. Romy DeCristofaro would serve as Interim Administrator for Student Services and Ellen Crispino would serve as Interim Business Manager.

Dr. Lechner introduced Dr. DeCristofaro who has worked in the field of special education for 15 years. She began as a District 39 Learning Behavior Specialist for eleven years, was promoted to a Special Education Coordinator position, and now serves as Assistant Director of Student & Special Services. She earned two masters' degrees from Northern Illinois University, one in Special in Education and a second Educational Leadership. In 2016 Dr. DeCristofaro earned a Ph.D. in Curriculum and Instruction from University of Illinois at Chicago.

Dr. Lechner introduced Ellen Crispino who has a Bachelor of Science in Business Administration from Washington University in St. Louis and a MBA from Boston University. She recently received her Chief School Business Official Endorsement from Northern Illinois University in conjunction with the Illinois Association of School Business Officials. Mrs. Crispino served as Controller in District 39 for the last 4 ½ years. Prior to coming to Wilmette, she had more than 13 years of experience as a controller for several technology companies where she was responsible for accounting and financial operations.

Dr. Lechner announced that for over 40 years, Wilmette Junior High eighth graders have participated in the League of Women Voters Student and Government Leaders Program. In this program students learn about local government and civil service and are assigned a local elected official or department head to work with such as a Village Trustee, a School Board Member, or a District 39 administrator. The entire program culminates with a mock board meeting where students demonstrate their knowledge of current issues and debate the merits of each topic. The mock board meetings will be televised in March.

Dr. Lechner stated preparation for the 2018-19 school year is underway. He noted Kindergarten registration began last week and the District is preparing for the fourth to fifth grade transition. He explained that fourth graders would view a video highlighting the five world language classes offered, Academic Strategies, and What I Need (WIN). Academic Strategies and WIN are courses that students needing academic or executive functioning support and students with Individualized Education Plans (IEPs) take in place of a World Language or Related Arts class. In the past, these two classes were not included in the video. The revised video introduces alternate options to World Language, acknowledging that not all students pursue world language classes. Dr. Lechner stated the District would seek feedback from parents to evaluate the impact of this change.

Dr. Lechner stated the District received a FOIA from Emanuel Hernandez of Parent's Foundation for Education requesting name, position, grade level, certifications, address, emails, phone numbers, gender, race/ethnicity, hire date, years of experience, and current salary for District 39 teachers and staff.

C. Strategic Plan Updates

1. 2017-2018 Strategic Plan Updates: Continuing Strategic Initiatives and Annual Business

Dr. Lechner stated on October 23, 2017, the Board of Education approved the implementation of the 2017-2018 District 39 Strategic Plan. He noted this summary report would focus on mid-year updates of the action steps and a final report would be presented in June.

Ms. Lee along with Dr. Thrasher, Dr. DeCristofaro, Dr. Glowacki, Dr. Kick and Kelly Jackson presented the report, which encompassed diversity, student attendance, sustainability, learning commons, science and social studies curriculum, English language arts, related arts courses, and the new elementary schedule.

Board discussion ensued regarding initial feedback from the scheduling committee; the status for the review of Second Step program; parent feedback about early dismissal; number of parents utilizing the hour of supervision offered on early dismissal days; how students are selected for student advisory board; if the activities for school climate are making a difference; if a peer jury exists; how investigations are conducted and who determines consequences; if interviews with children were individual or as a group; when parents are notified about an investigation; if monthly updates to parents help with chronic attendance; parent feedback regarding the new progress reports; clarification on progression of pathways to learning.

D. Annual Business

1. 2019 Fiscal Year Budget Calendar and Resolution

Annually the Board is required to establish its fiscal year and appoint a person to prepare a tentative budget. In addition, a budget calendar is developed and shared with the public.

Mrs. Buscemi noted the budget calendar is developed to ensure all publications, hearing, and formal adoption of the annual budget in accordance with state statute. The budget calendar presented meets all state requirements.

Mrs. Kearney questioned the budget calendar noting there is no acknowledgement from the state about payments to the District. Mrs. Buscemi said the funds are available in the fund balance. Dr. Lechner stated the projects are based on financial projections and fiscal analysis. Mrs. Kearney said the capital projects would be approved in February and the final budget is approved in August, questioning the calendar flow.

2. January Special Education Child Count

Dr. Lechner stated each January a Child Find Count report is generated and provided to the Illinois State Board of Education (ISBE) to be used for special education funding and for monitoring trends in disability identification. The overall number of students who qualify for special education services is the same as last year at 504. He noted this represents just under 14% of students with disabilities and is on par with the state average.

Dr. DeCristofaro noted the report reviewed historical data for learning disabilities, speech and language, developmental delayed, autism, other health impaired and intellectual disability.

Dr. Thrasher reported the number of autistic students increased as families move to this District for services offered to students with more complex needs. She added the numbers of students with autism are in line with national statistics. She stated Intellectual Disability numbers have increased in this category for the past three years. Students are successful in District 39 due to high quality programs for these students. Dr. Thrasher reviewed gender differences for each disability and out of district students who receive services in District 39.

Board discussion ensued regarding whether there was any increase in costs/resources; interest in breakdown of students enrolled in Academic Strategy, inclusion, and self-contained classes; clarification of the relationship between speech and language and developmental delay; autism numbers; anticipating more move-ins for services offered; amount of money spent per category; receiving state funding for special education; funding and expenditures as part of the financial analysis review.

3. 2018-2019 School Calendar

Dr. Lechner stated based on input from administration, teachers and the township, the proposed 2018-2019 school calendar is ready for final approval by the Board of Education and then ISBE.

4. Financial Auditing Firm Contract Extension

Dr. Lechner noted audit firm contract extension was discussed at the School Finance Committee. He added that in December 2014, the Board of Education approved a three-year contract with Klein Hall CPAs with the option to extend the contract annually, for up to five years (total). The administration recommended the District extend the contract for an additional year for the FY 2018 audit.

E. Board Policy Review

1. First Reading of Revised Board of Education Policies 6:150,6:160, 6:170, 6:180, 6:190, 6:200, 6:220 and 7:180

Dr. Lechner stated the first set of policies are typical first reads that will go to a second reading in February.

Board members made suggested edits to policies for second read.

2. Resolution Prohibiting Sexual Harassment and Revised Policies

Dr. Lechner stated the second set of policies includes a resolution. On November 16, 2017, the governor signed PA 100-554 into law, which requires school districts (and other government bodies) to review/update policies related to sexual harassment. Additionally, a resolution prohibiting sexual harassment is also part of this new law. Due to having sixty days to implement this new law, district attorneys suggested reviewing and approving these policy revisions with just as first read. The two revised policies include 2:260 Uniform Grievance Procedure and 5:20 Workplace Harassment Prohibited.

Mrs. Kearney questioned whether these policies pertained to students.

PUBLIC COMMENTS

Beth Drucker, Wilmette, stated she continues to work with District on bicycle and sustainability issues. She said other districts are modeling D39 sustainability practices. She commended the District for its leadership and progress. She recommended appointing a District-wide sustainability coordinator.

ACTION ITEMS

A. Consent Agenda

Mrs. Kearney pulled the 2018-2019 interim administrators' contracts for Student Services and Business Manager from the Consent Agenda.

Mr. Panzica moved, seconded by Mrs. Schaff to approve the personnel report dated January 22, 2018 which included educational support personnel full-time employment of **Lisa McGinnis**, effective January 8, 2018; **Jody Nelson**, effective December 21, 2017; educational support personnel part-time employment of **Kaitlan Johnson**, effective December 20, 2017; licensed resignation of **Helen Cole Hampson**, effective December 22, 2017; educational support personnel resignation of **Michael Madden**, effective January 11, 2018; **Lisa McGinnis**, effective January 16, 2018; release of a probationary employee **Todd Neuhauser**, effective January 19, 2018; educational support personnel dismissal **Teresa Madura**, effective January 16, 2018: to adopt the resolution dated January 22, 2018 establishing the school district 2019 fiscal year and direct the superintendent to prepare a tentative budget; and approve the budget-planning calendar dated January 22, 2018 as written: to approve the 2018-2019 District 39 School Calendar: approve the FY18 year-end audit services from the financial auditing firm of Klein Hall CPAs for a fee not to exceed \$25,500: to approve as first reading revised Board of Education Policies 6:150 *Home and Hospital Instruction*; 6:160 *English Language Learners*; 6:170 *Title I Programs*; 6:180 *Summer School*; 6:190 *Co-Curricular Clubs and Activities*;

6:200 *Emergency Drills*; 6:220 *Instructional Materials*; and 7:180 *Preventing Bullying and Other Aggressive Behaviors*: to approve the attached resolution prohibiting sexual harassment and revised Policies 2:260 *Uniform Grievance Procedure* and 5:20 *Workplace Harassment Prohibited*: to approve the accounts payable for bills listed between December 19, 2017– January 22, 2018 in the following amounts: Educational Fund \$532,725.04; O&M Fund \$266,763.64; Debt Service Fund \$120,830.00; Transportation Fund \$150,006.82 total all funds: \$1,070,325.50: to approve the manual checks issued between December 19, 2017– January 22, 2018 in the following amounts: Educational Fund \$382,986.75; O&M Fund \$6,233.18; Transportation Fund \$187.39; Tort Fund \$690.00; total all funds: \$390,097.32.

On a roll call vote on the motion, voting “yea” – Jon Cesaretti, Tracy Kearney, Frank Panzica, Alice Schaff, Lisa Schneider-Fabes, Ellen Sternweiler, Mark Steen; voting “nay” – none; absent –none:

Motions Carried.

Mr. Panzica moved, seconded by Mrs. Schaff to approve the 2018-2019 interim administrators’ contracts for Student Services and Business Manager.

Mrs. Kearney stated while she is wholly supportive of administrators recommended to these positions, she did not agree to the benefit terms of the contract. Dr. Lechner noted that she was on the Board last April when the revised contracts were approved. He noted administrators benefits mirror teachers’ contracts. Mrs. Schaff agreed this was the standard contract that was approved last year for all administrators.

On a roll call vote on the motion, voting “yea” – Jon Cesaretti, Frank Panzica, Alice Schaff, Lisa Schneider-Fabes, Ellen Sternweiler, Mark Steen; voting “nay” – Tracy Kearney; absent –none:

Motion Carried.

CONFERENCE ITEMS

Old Business

None

New Business

None

Good and Welfare

None

Mr. Panzica moved, seconded by Mrs. Schaff to adjourn to executive session to discuss specific personnel.

On a roll call vote on the motion, voting “yea” – Jon Cesaretti, Tracy Kearney, Frank Panzica, Alice Schaff, Lisa Schneider-Fabes, Ellen Sternweiler, Mark Steen; voting “nay” – none; absent – none: **Motion Carried.**

The meeting adjourned to executive session at 8:58 p.m. and returned to the regular meeting of the Board of Education at 9:46 p.m.

Being no further business, Mr. Panzica moved, seconded by Mrs. Sternweiler, to adjourn the regular meeting of the Board of Education. It adjourned at 9:48 p.m. by **General Consent.**

President

Secretary