

MARCH 20, 2017
WILMETTE, IL
REGULAR MEETING

A regular meeting of the Board of Education was held on Monday, March 20, 2017 at the Mikaelian Education Center, 615 Locust Road, Wilmette, Illinois. President Alice Schaff called the meeting to order at 7:00 p.m.

Members Present: Alice Schaff, Kimberly Alcantara, John Flanagin, Tracy Kearney, Cindy Levine, Frank Panzica, Mark Steen

Members Absent: None

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

PLEDGE OF ALLEGIANCE

Principal Kick introduced Harper's Green Team to lead the Pledge of Allegiance. Dr. Kick read why these students are committed to these efforts; to help the decline of global warming, to increase the wildlife population, and to help make the world a greener place.

ARTWORK

President Schaff noted the artwork on display this month is a wonderful sampling of 1st-8th grade student work from all six schools. Every March we observe "Youth Art Month" by showcasing the talented student artwork created across the District. "Youth Art Month" emphasizes the value of art education for all children and encourages quality school programs. while connecting to artists and their styles of art.

APPROVE THE MINUTES

Mr. Steen moved, seconded by Mr. Flanagin, to accept the minutes of the February 27, 2017 regular and executive session meetings. The minutes were approved as submitted by **General Consent**.

PUBLIC COMMENTS

Debbie Whalen, Wilmette, in support of the District's school climate initiative, commended the Board's efforts to include discussions about diversity, equity, and inclusiveness in schools. She noted this initiative allows children to recognize biases and communicates the importance of equality and acceptance.

President Schaff announced a slight change in the Board Agenda. The Board would attend to policy and business matters before getting to the reports on school schedules and start/end times.

President Schaff announced during the February Board of Education meeting political materials were placed on car windshields in the main office parking lot. She stated campaign regulations do not allow campaign materials on school property and hoped all candidates would adhere to this rule.

Board Committee/Liaison Reports

Strategy Committee – Ms. Levine stated the committee is scheduled to meet on April 10th as a Committee of the Whole combining with the School Finance and Facilities Development committees.

Facility Development and School Finance Committees – President Schaff stated a Committee of the Whole Meeting was held on March 13th to discuss facilities and finance. The committees discussed many issues including McKenzie roof removal and replacement awarded to Olsson Roofing Co. Inc., for \$424,875. It was noted the bids came in \$35,000 higher than projected budget. The increase was attributed to masonry costs that were shifted from the learning commons project to the related roof work at McKenzie.

The committee reviewed summer construction for Romona and McKenzie learning commons and related HVAC. As reported last month, the bids for the learning commons projects came in 50% over budgeted numbers. STR Architects has worked with these schools to redesign areas and simplify design details to reduce costs. The Board hopes to retain bids for HVAC as those bids came in slightly less than projected.

President Schaff reported the Highcrest Middle School space study included a very preliminary review of architectural drawings. She noted the planning committee objectives are to include additional classroom and small group spaces, add a more secure visitor entrance, centralize school offices, create larger and more centralized learning commons, better band and orchestra space, and more cohesive special education space. The committee discussed the time frame for construction and budget numbers. The very preliminary cost is estimated at \$7-9M.

President Schaff stated Mr. DeMonte reviewed the reason for phone system replacement in the District. The two options are a premise-based system with hardware installed at the District office and a cloud based system. The committee reviewed quotes received and pros and cons for both options. It was noted the premise based initial costs for hardware is less expensive as the cloud based system has ongoing operational costs. Mr. DeMonte would present further information at the next committee meeting.

Mrs. Buscemi presented the FY18 non-operating funds tentative budget to the committee for review. Ms. Buscemi would present this report later in this agenda.

President Schaff stated the committee discussed FY18 operating funds parameters. She noted with the proposed change to school start/end times, a review of busing options and further input from North Shore Transit would be required. Options discussed by the committee were reviewing bus routes, reducing the number of bus stops for more efficient routes, incurring additional costs to tighten schedules, or adding more buses. The committee considered ‘high-low’ end cost options for busing and the possibility of raising transportation costs per user.

President Schaff stated the committee was prioritizing capital projects for FY18-20. Given limited budget resources, the District is examining all proposed projects and creating a priority list. Dr. Lechner explained the four levels of prioritization; annual routine maintenance, must do projects, committed capital projects for FY18-19, and other strategic plan based initiatives that require capital investments. Mrs. Buscemi presented a spreadsheet of future fund sources provided by bond counsel. Mrs. Buscemi stated there would be \$7.8M available to apply toward these projects, which are estimated to cost \$16.5M.

President Schaff noted these discussions would continue at the next Committee of the Whole meeting April 10th.

Insurance Advisory Committee – Mrs. Kearney stated the next meeting is May 1st.

Community Review Committee – Mr. Flanagan stated the committee met on March 6th. He stated the audit subcommittee is refining guidelines on report writing and a template that will guide work for current and future CRC committees. The CRC has sent surveys inquiring about school climate to parents which resulted in a very strong response with an estimated 1,000 surveys obtained. Mr. Flanagan noted Northwestern graduate students are helping assess survey data. The school climate subcommittees are compiling research on current and best practices and are working to compile a report. The next meeting is April 17th.

Educational Foundation – President Schaff stated the Foundation met on March 15th. She noted the Science Olympiad open house was well attended and Math in the Real World would be held on April 6th. The Fine Arts Committee is hosting a Swiss artist in May to work with eighth grade students in 2D and 3D art classes. The artist will also work with social studies and German teachers. A community art show will take place at the junior high to showcase the final artwork on May 25th. The Foundation is preparing for their “Ten Everyday Heroes” ceremony on April 27th at the Kenilworth Club. This event replaces the Distinguished Citizen Event. The foundation board received four Gripp Grant requests; two from Highcrest and one each from Romona and the junior high. Three of the four proposals were approved for a total of over \$21,000. The next meeting is on April 19th.

WCSEA – Mrs. Kearney stated the committee met today at Marie Murphy. The committee approved the following: to establish 2018 fiscal year budget and budget calendar, WCSEA projected expenditures and annual summary of projected costs for FY18, and fiscal year to date activity through February, 2017. The next meeting is May 22nd at MEC.

Parent/Teacher Behavioral Advisory – President Schaff noted this committee is still in the formation phase so there has been no activity to report.

Board Agenda Items

Legislative Update

Mrs. Alcantara updated the Board and community regarding a proposed Grand Bargain bill debated by the Senate that refers to a series of 12 different bills interlinked for passage. Bills included in the series were related to income tax, tax credits, sales tax base expansions, school funding reform, changes to gaming laws, property tax freeze, and pension reform. She noted as of March 16th no bills were advancing regarding property tax freeze. Mrs. Alcantara also reported on the status of HB3082 proposed by Representative Fred Crespo which states school districts with a fund reserve of 50% or more of their operating expenses in a levy year, would have their extension limitations set at 0% or at a rate approved by voters in the next levy year. She also reported on HB2808 regarding the evidence based funding model and pension reform bills SB2172 and SB2173.

INFORMATION ITEMS

A. Written Communication

The Board received written communication from Beth Drucker regarding Go Green Wilmette’s environmental fair; written communications from approximately 38 community members regarding school start/end times, ten of which were supportive of the initial proposal; two written communications regarding orchestra, one of which had 30 parents’ names attached. All of these communications are posted online for your review.

B. Administrative Announcements

Dr. Lechner stated all District 39 schools were represented in the annual Go Green Wilmette event, held on Sunday, March 12th at Michigan Shores. Green Teams/Students, teachers, administrators and parents created displays of sustainability efforts, a mini-composting station and revealed a new sustainability webpage that can be found on the district website under “About D39”.

Dr. Lechner stated on March 15th Food Service Coordinator and Sustainability Liaison, Lisa Winter, hosted the Area School Environmental Group (ASEG) Spring Meeting at Highcrest Middle School. District 39’s lunchroom recycling, composting, and waste practices were showcased to all who attended. Lisa Winter answered many questions and shared our commitment to sustainability and environmental literacy.

Dr. Lechner announced the annual McKenzie variety show was held last week. He said this amazing event was supported by over 120 parents and staff. A tribute was held to honor Dr. Denise Welter who retires from McKenzie this June after 10 years of dedicated service.

Dr. Lechner reported the Fiscal Year 2018 administrative contracts are on the Consent Agenda for approval. He stated administrator salaries are recommended at Consumer Price Index plus 1.3% for a total aggregate increase of 2.0%.

The District received three FOIA requests: Ryan Nation of LocalLabs Media Services requesting a complete list of candidate filings for the 2017 consolidated elections and the most recently filed annual Treasurer’s and Budget report; an anonymous FOIA requesting the resolution and recorded filing with the local election authority placing the referendum question on the ballot for the April 5, 2011 Consolidated Election; the District also followed up with a second response to a FOIA received last month from Michael Day that was not resent or amended and was deemed a ‘voluminous request’.

C. Annual Business

1. Fiscal Year 2018 Non-Operating Funds Tentative Budget

Dr. Lechner stated this begins the start of the budget cycle for FY18. The non-operating funds comprised of the Debt Service Fund, the Capital Projects Fund, and the Life Safety Fund. The School Finance Committee has reviewed the tentative budgets. Mrs. Buscemi reviewed each of the following funds individually: Debt Service; Capital Projects; Fire Prevention and Safety; Non-Operating Funds.

2. Summer 2017 Construction Project Bid

Dr. Lechner stated the McKenzie roof replacement is a planned summer construction project ready for Board approval.

E. Board Policy Review

1. Second and Final Reading of Revised Board of Education Policies 7:240; 7:260; 7:270; 7:280; 7:285; New Policies 7:250 and 7:275; Delete Policy 7:265

Dr. Lechner stated Policy 7:285 Food Allergy Management Program is now cross referenced with Policy 7:270 Administering Medicines to Students. No other changes were made and policies are ready for Board approval.

ACTION ITEMS

Consent Agenda

Mr. Steen moved, seconded by Mr. Flanagin, to approve the personnel report dated March 20, 2017, which included licensed full-time employment of **Randall Stotz**, effective March 10, 2017; educational support personnel full-time employment of **Karolina O'Malley**, effective April 3, 2017; temporary employment of **Donna Eckert**, effective March 13, 2017; licensed resignation of **Suzanne Gayle**, effective March 1, 2017; **Sonya Morgan**, effective the end of the 2016-17 school year; **Elizabeth Parent**, effective March 1, 2017; educational support personnel resignation of **Cristina Castro**, effective the end of the 2016-17 school year; administrative retirement of **Susan Kick**, effective June 30, 2019; tenured leave of absence for **Emily Vaughn**, for the 2017-18 school year: to approve the resolution dated March 20, 2017 authorizing the honorable dismissal of teachers due to reduction in force: to award the base bid package, per bid specifications for the McKenzie Elementary School roof removal and replacement to the following contractor for a total cost of \$424,875. The contract value below indicates base bid only. McKenzie Elementary School Roof Replacement to Olsson Roofing Co., Inc. for an amount not to exceed \$424,875; total McKenzie Elementary Project Cost: \$424,875: to approve as second and final reading Revised Board of Education Policies 7:240 Conduct Code for Extracurricular Activities; 7:260 Exemption from Physical Activity; 7:265 Pediculosis; 7:270 Administering Medicines to Students; 7:280 Communicable and Chronic Infectious Disease; 7:285 Food Allergy Management Program; and New Policies 7:250 Student Support Services and 7:275 Orders to Forgo Life-Sustaining Treatment: to approve the administrators 2017-2018 contractual salaries with aggregate increases at 2.0%: to approve the accounts payable for bills listed between February 28, 2017 – March 20, 2017 in the following amounts: Educational Fund \$266,856.29; O & M Fund \$166,565.42; Debt Service Fund \$1,500.00; Transportation Fund \$153,834.77; total all funds: \$588,756.48: to approve the manual checks issued between February 28, 2017 – March 20, 2017 in the following amounts: Educational Fund \$443,968.93; O & M Fund \$31,527.94; Transportation Fund \$44.94; total all funds: \$475,541.81.

On a roll call vote on the motion, voting “yea” – Kimberly Alcantara, John Flanagin, Tracy Kearney, Cindy Levine, Frank Panzica, Mark Steen, and Alice Schaff; voting “nay” – none; absent –none: **Motions Carried.**

STRATEGIC PLAN UPDATES

A. Revised K-4 School Day Schedule Update

Dr. Lechner stated these next two reports are updates from last month’s Board meeting. He stated the teacher meetings and parent forums were arranged prior to the February Board meeting and were especially helpful in giving solid direction to the design of the initial proposal. He added it was both teacher and community feedback that fine-tuned the focus. Dr. Lechner said the second proposal was sent to parents and teachers last Friday. Feedback for the second option was very positive. He noted while no plan accomodates everyone’s wishes, the new options meet the needs of many.

Dr. Glowacki stated with the addition of 20 minutes to the student school day, the scheduling committee was established to engage teachers and administrators to improve K-4 schedule. The committee consisted of two teachers from each school as well as building and district level administration. The priorities identified were uninterrupted blocks of core content instructional time, having both morning and afternoon plan time for classroom teachers, dedicated intervention time, and common planning time for grade level staff.

Ms. Lee reported District 39 curricula indicates 90 minutes of English Language Arts and 60 minutes of math instruction are necessary to address student learning goals. Currently special classes such as music, art, physical education, and Spanish interrupt these instructional times. Having uninterrupted blocks of instruction allows teachers the opportunity to personalize learning for students and/or small groups, lessens transition times, allows more instructional time, and flexible learning environments. Ms. Lee stated having dedicated intervention time provides learning opportunities for students needing additional support, students needing continuation of grade level learning, and students requiring enrichment for advanced skill development. A sample of the revised schedule was reviewed.

Ms. Rodas reported the committee initially recommended Thursdays for early dismissal, however, due to parent feedback, the members revisited this option and made two recommendations: having early dismissal on Fridays for first through fourth grades, and early childhood and kindergarten would not have early dismissal. Ms. Kennedy stated the early dismissal would be used for collaborative planning time and training.

Mr. Panzica asked how many substitute teachers hours were saved per year. Mr. Steen thanked the committee for the flexibility demonstrated by teachers and administrators and he felt the schedule would be well received by the community. President Schaff also thanked the committee for their hard work on the proposals.

B. Revisions to Proposed School Start/End Times

Dr. Lechner reviewed the background leading to school schedules and start and end times changes, which included CRC research on teenage sleep patterns, Highcrest's lengthy before school wait time, added k-4 instruction time, and early release. He also reviewed the impact of these changes, changes in bus runs, before school care, after school activities, park district after school programs, and effects on band and orchestra schedules. Dr. Lechner then reviewed the initial proposal presented in February which included maintaining a cost-effective bus schedule. He noted the challenges brought forth from parent feedback especially related to kindergarten scheduling. He then reviewed the second proposal, which met the original proposal objectives and resolved the kindergarten schedule by eliminating early release at that grade level, offering a later K-4 start time, maintaining the K-4 end of day time, earlier end time for Highcrest, keeping after school care intact, and changing the early dismissal day to Friday.

Dr. Lechner reported on changes to Band and Orchestra schedules noting the junior high band has a later start time to align with later school start time. As orchestra is hosted at Avoca, the start time could not be changed. Dr. Lechner stated the orchestra schedule would be reviewed again next fall.

Dr. Lechner reported that geographically Wilmette is small enough that transportation is not required. In the past, the District has used a three-tier busing system designed to save money. He noted user fees have been the tradition, having parents pay one-third of bus costs. In the new proposal, additional bus solutions were considered. Parents strongly suggested to do away with the three-tier system. The new proposed bus configuration offers a two-tiered bus system requiring nine buses for Highcrest and Wilmette Junior High. The K-4 elementary schools would have their own bus system requiring five buses. This change also allows more bus options for PTA/PTO enrichment activities.

Dr. Lechner reported the new bus proposal is the most cost efficient option estimated at \$265,000. The next challenge is how to fund this additional cost. Four funding scenarios were offered: District 39 assumes all costs, parents assume all costs, split the cost in half between parents and the District, or parents pay one-third the cost and the District pays two-thirds.

Dr. Lechner explained the next steps would be to solicit feedback, develop Board reports for final recommendations, choose a fee option to fund the bus proposal and vote on these options at a Special Board of Education meeting to be held April 3, 2017. Once approved, administration would work on logistics to develop a plan for implementation.

Board discussion ensued regarding the difference in bus fees for Romona fee compared to other elementaries for afterschool busing to the recreational center. The Board also discussed utilizing extra time in the mornings at Avoca for band sectionals to eliminate pulling students from core classes. The Board discussed at length the four bus funding options and the effects on the fund reserves.

Mr. Panzica requested area bus fees be reviewed. Mr. Steen requested the scenarios be presented with fund balances and assumptions to estimate savings for the next five years. Mr. Flanagan asked about the length of the recently approved bus contract and percentages of increases. President Schaff requested the bus fees be broken down by dollar per day per student.

AUDIENCE RESPONSE TO START/END TIMES

Julie Hanahan of Glenview, clarified the bus pricing differences for Kindergarten enrichment at Romona. She noted Romona and Highcrest are eligible for a discount but the discount must be requested. Details are in the park district brochure. She had questioned how many people may decide not to use the bus due to costs and how that would affect prices for those choosing to ride the bus. She suggested an ‘across the board’ fee increase to everyone.

Tracy Knudson of Wilmette, thanked the administration for their work and supported the second proposal.

Don Schwarz of Wilmette, in favor of the first proposal with an 8:00 am elementary start due to expensive before school care costs.

Michael Lieber of Wilmette, thanked the administration for their time and consideration of parents opinions in the proposals and stated regarding bus fee options, he favors options three and four.

Rebecca Lieber of Wilmette, in favor of second proposal regarding school start/end times, asked if the April 3rd vote failed what changes would be made to the school schedules.

CONFERENCE ITEMS

Old Business

None

New Business

None

Good and Welfare

President Schaff commented that a large, enthusiastic group of District 39 students participated in the Go Green Wilmette event at Michigan Shores Club.

Mr. Steen moved, seconded by Mr. Flanagin, to adjourn to executive session to discuss specific personnel, review executive session minutes and executive session recordings for disposal in accordance to Policy 2:250.

On a roll call vote on the motion, voting “yea” – Kimberly Alcantara, John Flanagin, Tracy Kearney, Cindy Levine, Frank Panzica, Mark Steen, and Alice Schaff; voting “nay” – none; absent –none: **Motion Carried.** The meeting adjourned to executive session at 8:13 p.m.

Being no further business, Mr. Flanagin moved, seconded by Ms. Levine to adjourn the regular meeting of the Board of Education. The regular meeting adjourned at 9:21 p.m. by **General Consent.**

President

Secretary