

AUGUST 27, 2018
WILMETTE, IL
REGULAR MEETING

A regular meeting of the Board of Education was held on Monday, August 27, 2018 at the Mikaelian Education Center, 615 Locust Road, Wilmette, Illinois. President Mark Steen called the meeting to order at 7:14 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, Ellen Crispino, Romy DeCristofaro, Heather Glowacki,
 Katie Lee

APPROVE THE MINUTES

Mr. Panzica moved, seconded by Mrs. Schaff, to accept the minutes of the June 18, 2018 Regular and Executive Session Meetings. The minutes were approved as submitted by **General Consent**.

PUBLIC COMMENTS

None

Board Reports

School Finance Committee – Mr. Panzica reported the committee met as part of the Committee of the Whole on August 20th. He stated the committee discussed Fiscal Year 2018 expenditures and Fiscal Year 2019 District 39 budget as well as Fiscal Year 2019 Wilmette Community Special Education Budget. He noted with the committee’s ongoing effort to review expenditures and budget, it was decided to obtain an outside agency to review expenses. Recommended firms and cost estimates would be reviewed at the next meeting. Reserve levels would also be discussed at the next meeting on September 17th.

Facilities Development – Mrs. Schaff stated the committee met as part of the August 20th Committee of the Whole. The committee discussed summer construction at Highcrest Middle School, which came in under budget and on schedule. The office addition has improved safety measures including a double buzz entry system. She reported the four-classroom addition is underway and expected for completion in December/January. Mrs. Schaff reported Colby Lewis of STR Architects updated the committee on the Kindergarten Enrichment project. There is a two-phase construction plan to build classrooms at each of the elementary schools to offer kindergarten enrichment beginning in the 2020-2021 school year. She stated Central and Harper would be the first two schools to receive additions. She said the next steps are to refine plans with staff and administration and obtain cost estimates for the next committee meeting. Mrs. Schaff stated discussion took place regarding the Highcrest Middle School Phase II construction, which includes a learning commons and redesigning special education classrooms. She noted more work is underway to refine plans and budget with work to commence next spring. The next meeting is September 17th.

Strategy – Mrs. Schaff reported the committee met today as a Committee of the Whole. Members reviewed the proposed 2018-2019 Strategic Plan. Committee members commented on work that took place over the summer. Refinements were made to the report for presentation at the September Board of Education meeting. The next meeting is January 14, 2019.

Legislative Update

Mrs. Kearney reported Governor Rauner vetoed Senate Bill 2982 that would set the statewide minimum teacher salary at \$40,000 by 2022-2023 school year. She stated lawmakers plan to bring up this bill again in November. She said the Governor also vetoed SB2572 that established 150 minutes of Physical Education per week. She stated the Governor signed SB2428 allowing students to accumulate a school lunch debt of \$500 before districts would enter into a state reimbursement and withholding process.

INFORMATION ITEMS

A. Written Communication

The Board received two written communications from Victoria Shoemaker regarding the proposed report card grading system for middle school students. Olena Chyruk submitted written communication that included a petition requesting that, for the 2018-2019 school year, District 39 not use the standards based “*Meets, Progressing, Experiencing Difficulty*” (MPE) progress indicators in place of a traditional grading system at Highcrest Middle School.

B. Administrative Announcements

Dr. Lechner stated District 39 welcomed all new teachers during New Teacher Orientation on Monday, August 20th through Thursday, Aug. 23rd. Orientation topics ranged from professional expectations to District curriculum to student and school safety. He noted Paraprofessional Training Day was held earlier today with topics that included CPR training, technology integration, supporting students in classrooms, and much more.

On Wednesday, August 29th, the District would welcome all staff to our district-wide Institute Day. Immediately following welcoming remarks, teachers will engage in breakout sessions focused on preparing for students’ arrival for their first half-day of school on Thursday, August 30th.

Dr. Lechner reported Highcrest Middle School had a good amount of new construction over the summer. He noted Highcrest improvements included a new secure entrance, offices, and lounge addition. Additionally, Highcrest will have a four-classroom addition that is scheduled for completion in December.

Dr. Lechner stated with any impactful change, it is important to engage all stakeholders in the conversation. He explained the District did not engage all stakeholders when considering changes to the Highcrest report cards. As a result, District 39 will “pause” the recommended report card changes for the 2018-2019 school year. He added while a “pause” does not stop the work that was done, it will allow the District to better involve parents and students in this process. He reiterated that for the 2018-2019 school year, District 39 would maintain the traditional grading system, while providing additional descriptions of grade level academic standards. He added that parent and staff focus groups would be formed, and parent information nights would be scheduled, which would include the participation of experts in the field.

Dr. Lechner reported the District received two FOIA requests for Wilmette Community Special Education Agreement (WCSEA) and District 39 from Katy Smyser of NBC Universal requesting records sufficient to show all cases where plaintiff(s) were paid by verdict, settlement, or satisfaction, as result of sexual misconduct or sex/gender discrimination from January 1, 2008 to the present. The District also received a FOIA request from Eric M. Poders for any/all annual or multi-year contracts with firms for residency checks/truancy investigations for the past five years.

C. Strategic Plan Updates

1. Response to the Community Review Committee (CRC) Report

Dr. Lechner stated that for more than four decades the CRC has united stakeholders around establishing an expansive set of initiatives that support transformative growth of the District's mission. He added the CRC generates a report on a topic of community interest resulting in strategic recommendations. The 2018 CRC Report, titled "Differentiation and Personalized Learning," was presented last June. The Superintendent with the assistance of the administration, presents a formal response describing the implementation of their recommendations. He stated the CRC recommendations would be supported in the strategic plan that will be presented at the September Board meeting.

D. Annual Business

1. Enrollment Update

Dr. Lechner stated since the April Board report on enrollment, an afternoon kindergarten section and a first grade section were added at Romona Elementary School. He noted these additions were due to enrollment surpassing class guidelines at those grade levels. He said the overall "homeroom" full time staff has reduced by four since the 2017-2018 school year, demonstrating a very slight decline in overall enrollment.

Dr. Glowacki said there has been a slight decrease in the number of homeroom teachers in kindergarten through eighth grade. She noted at Highcrest for the last two years there has been two extra sections for both fifth and sixth grades. This year those two-teacher teams have moved to seventh and eighth grades as these students progress through the buildings.

Mr. Panzica questioned if there were any additional groups in the District that would cause increase/decrease in staffing. Mr. Cesaretti questioned the difference in the number of expected registrations and the number of completed registrations. Dr. Lechner noted the Fall Housing Report is presented in October with actual registration numbers.

2. Annual Tax Compliance Notification

Dr. Lechner stated annually the Business Manager reviews the District's contracts and records to assure that Tax Advantaged Obligations comply with the applicable federal tax requirements.

Mrs. Crispino stated the system establishes due diligence practices and sets responsibilities to maintain records in the event the Internal Revenue Service (IRS) contacts the District. The IRS has an active audit program regarding tax exempt bond issues. Adapting, maintaining, and complying with adequate record keeping practices helps to answer questions should an audit arise. The District is currently in compliance.

3. FY18 Administrator and Teacher Salary and Benefits Report (ATSB)

Dr. Lechner stated this annual requirement details salary and benefits information for teachers and administrators. This information is required to be posted on the District website after the Board meeting.

4. Annual Review of Serious Safety Hazard Findings

Dr. Lechner stated School Code (105 ILCS 5/29-3) requires the Board of Education to annually review and reaffirm the Safety Hazard Findings previously approved by the Illinois Department of Transportation (IDOT). He reported the District has an approved safety hazard along Glenview Road at Big Tree Lane.

Dr. Lechner noted District 39 has other safety hazards on file with IDOT going back to 1999. These safety hazards do not provide District 39 additional funding from the State. District 39 continues to offer fee-based transportation to all students in the District. By offering fee-based transportation, District 39 addresses the needs of safety hazards. Additionally, the District is not required to waive transportation fees charged to families, this practice was discontinued in 2006.

Mrs. Schaff asked if IDOT would correct this safety issue. Dr. Lechner noted by offering transportation the issue had been addressed. He also noted the village is reviewing safe walking routes.

5. School Security Update

Dr. Lechner stated ensuring the safety and security of students and staff in District 39 schools continues to be a primary goal. He said given school violence during the 2017-2018 school year, District 39 conducted a thorough review of existing safety procedures and developed phased plans for improving safety in District 39 schools.

Mr. DeMonte stated the administration conducted a thorough review of safety practices which included touring all buildings with local police and fire departments. The administration prioritized recommendations from parents, staff, and administration. Improvements were phased in and budgeted accordingly. Phase 1 items were addressed immediately and involved process changes. Phase 2 items required additional planning and were either completed in summer or planned for the 2018-2019 school year. Phase 3 items were considered but have not been completed due to substantial cost or unrealistic implementation. Mr. DeMonte identified specific improvements completed for each phase.

President Steen asked if social media checks would be done on staff as well as students. Dr. Lechner noted this report did not include all safety protocols. He stated as the District is working in conjunction with local police department, some processes cannot be shared publicly.

6. Support Staff Letters of Agreement

Dr. Lechner noted there are two proposed Letters of Agreement (LOA) with the Support Staff Union (SSU). LOA #1 is a result of the Janus Supreme Court case. The recent ruling prohibits unions from collecting "fair share fees" from non-union members. Because the current SSU contract indicates that the SSU is able to collect "fair share fees" this LOA is necessary to align the contract with current law.

Dr. Lechner stated LOA #2 proposes a stipend for staff members who volunteer to supervise students at evening events. He noted a few events each year, such as Freaky Friday at Highcrest Middle School, where students are invited to attend evening events without their parents or families that require additional supervision. He noted historically, staff was paid at their hourly rate, however it has been challenging to secure adult volunteers. As a result, a stipend was created to increase the hourly rate by \$3 dollars.

E. Board Policy Review

1. First Reading of Board of Education Policies 6:135 and 3:40; Revised Policies 3:10, 3:50 and 3:80

Dr. Glowacki stated the District is reviewing sections 3 and 4 of Board Policies this year. She presented policies from section 3 and a new policy legally required, policy 6:135 *Accelerated Placement*.

Board members provided suggested edits to policies.

PUBLIC COMMENTS

Erin Stone, Wilmette, reflected on her children's first days of school noting her daughter was overwhelmingly prepared as a freshman entering New Trier due to the support of administration and staff in District 39. She thanked the board and administration.

Victoria Shoemaker, Wilmette, appreciated administration postponing the "*Meets, Progressing, Experiencing Difficulty*" (MPE) progress indicators. She said she looked forward to further review and discussion regarding student academic performance and was hopeful the District would build upon the existing grading system.

Greg Beitel, Wilmette, stated District 39 has always used evidence-based reasoning before changing its practices. He felt there was no research or evidence to change from a grade-based system to a seemingly pass/fail system. He also reflected on his daughter's experience last school year and stated while the District supports differentiated education, not all teachers provided differentiated learning in their classroom.

ACTION ITEMS

A. Consent Agenda

Mr. Panzica moved, seconded by Mrs. Schaff, to approve the personnel report dated August 27, 2018 which included licensed full-time reemployment of **Kelsey Person**, effective August 28, 2018; licensed full-time employment of **Matt Aho**, effective August 28, 2018; **Amanda Barton**, effective August 14, 2018; **Christopher Baum**, effective August 28, 2018; **Carly Bertz**, effective August 28, 2018; **Marie Brueck**, effective August 28, 2018; **Lucie de Kock**, effective August 28, 2018; **Margaret Donner**, effective August 28, 2018; **Madeline Elman**, effective August 28, 2018; **Brittney Gescheidle**, effective August 28, 2018; **Elizabeth Gibbs**, effective August 14, 2018; **Ilene Harris**, effective August 28, 2018; **Hsiya Brenda Hsu**, effective August 28, 2018; **Devra Kaplan**, effective August 28, 2018; **Deborah Kim**, effective August 28, 2018; **Stephen Layne**, effective August 28, 2018; **Nicole Martin**, effective August 28, 2018; **George Nelson**, effective August 28, 2018; **Jenna Oskey**, effective August 28, 2018; **Lisa Raheer**, effective August 28, 2018; **Valeriya Slutskaya**, effective August 28, 2018; licensed part-time employment of **Maeghan Deutsch**, effective August 28, 2018; **Li Huang**, effective August 28, 2018; **Laura Resis**, effective August 28, 2018; educational support personnel full-time reemployment of **Cynthia Anderson**, effective August 27, 2018; educational support personnel full-time employment of **Juliet Barcham**, effective August 27, 2018; **Manda Filip**, effective August 29, 2018; **Annie Hughes**, effective August 27, 2018; **Arbella Jando**, effective August 6, 2018; **Katie Longstreth**, effective August 27, 2018; **Amy Martin**, effective August 27, 2018; **Sarah Michaelson**, effective August 27, 2018; **Valerie Morse**, effective August 23, 2018; **Eleni Pronos**, effective August 27, 2018; **Hope Rambo**, effective August 27, 2018; **Diane Shipley**, effective August 27, 2018; **Pamela Stafford**, effective August 27, 2018;

Cecilia Tate, effective August 15, 2018; **Stephanie White**, effective August 27, 2018; **Stefanie Xamplas**, effective August 27, 2018; educational support personnel part-time employment of **Janet Langdon**, effective August 27, 2018; **Allison Radin**, effective August 27, 2018; licensed resignation of **Rachel Frost**, effective July 9, 2018; **Victoria Musolf**, effective July 2, 2018; **Alison Steele**, effective July 30, 2018; **Jessica Torf**, effective July 17, 2018; educational support personnel resignation of **Ada Carrillo Pivaral**, effective August 2, 2018; **Maeghan Deutsch**, effective July 17, 2018; **Linda Garcia**, effective July 30, 2018; **Helen Hallermann**, effective July 30, 2018; **Stefanie Klein**, effective July 26, 2018; **James Mockus**, effective August 24, 2018; **Hallie Nissen**, effective July 5, 2018; **Jared Prost**, effective August 7, 2018; **Laura Resis**, effective August 1, 2018; **Jane Rhee**, effective August 6, 2018; **Jacquelyn Russo**, effective August 7, 2018; **Clare Schmisek**, effective August 6, 2018; **Loueva Smith**, effective August 18, 2018; **Dana Taylor**, effective August 15, 2018; **Andrea Valkanas**, effective July 30, 2018; **Danielle Walovitch**, effective August 7, 2018; **Joan Wiegold**, effective August 19, 2018: approve the annual review of Serious Safety Hazard Findings approved by Illinois Department of Transportation: approve the Support Staff Union (SSU) Letters of Agreement dated August 27, 2018. The first letter provides contract language changes related to fair share/agency fee collection. The second letter provides SSU members a stipend for volunteering to support students at night events: approve as First Reading Board of Education Policies 6:135 *Accelerated Placement and 3:40 Superintendent* and revised Policies 3:10 *Board of Education Policy*; 3:50 *Administrative Personnel Other Than the Superintendent*; and 3:80 *Responsibility of the Building Principal and Assistant Principal*: approve the accounts payable for bills listed between June 19, 2018 – July 23, 2018 in the following amounts: Educational Fund \$764,503.66; O&M Fund \$143,838.57; Debt Service \$121,305.00; Transportation Fund \$43,529.32; Tort Fund \$94,310.00; total all funds: \$1,167,486.55: approve the accounts payable for bills listed between July 24, 2018 - August 27, 2018 in the following amounts: Educational Fund \$571,031.77; O&M Fund \$204,197.69; Transportation Fund \$59,014.88; Capital Projects \$1,041,174.00; Tort Fund \$10,535.00; total all funds: \$1,885,953.34: approve the manual checks issued between June 19, 2018 – July 23, 2018 in the following amounts: Educational Fund \$700,156.54; O&M Fund \$105,075.95; Transportation Fund \$86,270.55; Capital Projects \$294,963.00; total all funds: \$1,186,466.04: approve the manual checks issued between July 24, 2018 – August 27, 2018 in the following amounts: Educational Fund \$345,321.63; O&M Fund \$2,538.30; Debt Service \$5,191.69; total all funds: \$353,051.62.

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 adopt the Annual Budget for Wilmette Public Schools, Cook County District 39 as presented in the report dated August 27, 2018, reflecting all anticipated revenues and expenditures for a period extending from July 1, 2018 through June 30, 2019.

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.

Mr. Panzica moved, seconded by Mrs. Schaff, to adopt the Wilmette Community Special Education Agreement annual budget, as presented in the report dated August 27, 2018, reflecting all anticipated revenues and expenditures for a period extending from July 1, 2018 through June 30, 2019.

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.

Mr. Panzica moved, seconded by Mrs. Schaff, to adopt the Resolution dated August 27, 2018 authorizing a Permanent Interfund Transfer in the amount of \$750,000 from the Education Fund to the Operations and Maintenance Fund as contained in the report.

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.

CONFERENCE ITEMS

Old Business

None

New Business

None

Good and Welfare

Mr. Steen noted the District-wide opening day event is on Wednesday and suggested any available Board members attend. He stated this wonderful event showcases the diverse group of new staff and reveals their amazing creativity and interests.

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 8:09 p.m. and returned to the regular meeting of the Board of Education at 8:41 p.m.

Being no further business, Mrs. Schaff moved, seconded by Mrs. Sternweiler, to adjourn the regular meeting of the Board of Education. It adjourned at 8:41 p.m. by **General Consent.**

President

Secretary