

JANUARY 27, 2020
WILMETTE, IL
REGULAR MEETING

A regular meeting of the Board of Education was held on Monday, January 27, 2020 at the Mikaelian Education Center, 615 Locust Road, Wilmette, Illinois. President Lisa Schneider-Fabes called the meeting to order at 7:00 p.m.

Members Present: Lisa Schneider-Fabes, Jon Cesaretti, Frank Panzica, Amy Poehling, Mark Steen, Ellen Sternweiler, Erin Stone

Members Absent: None

Administrators Present: Kari Cremascoli, Ellen Crispino, Tony DeMonte, Heather Glowacki, Katie Lee, Kristin Swanson

PLEDGE OF ALLEGIANCE

Principal Dana Nasiakos introduced Pamela Hochwert and Katie Brocato and McKenzie third and fourth grade students who spoke about reaching goals using a Harry Potter point system. The children's focus was on building positive community within and outside the school. Children shared how they earned points for prizes and then led the Pledge of Allegiance.

ARTWORK

Paige Lunde's eighth grade students studied color theory, expression, and painting techniques to create the artwork in the boardroom. Students created abstract art by choosing a concept to express such as isolation, time, or difference. Students created sailboat paintings by choosing a mood or time of day and had to use a color scheme to relay that time or mood. The larger paintings explore aspects of the student's personality. There are several paintings that reassess the character traits of courageous people.

ANNOUNCEMENT

President Schneider-Fabes read an announcement requesting everyone be respectful of each other, only speak when called upon, and refrain from distracting behaviors such as such as loud conversations, cheering, clapping, or booing.

APPROVE THE MINUTES

Mr. Panzica moved, seconded by Mr. Steen, to accept the minutes of the December 16, 2019 Regular and Executive Session meetings. The minutes were approved as amended by **General Consent**.

PUBLIC COMMENTS

A League of Women Voter member reported an issue with the audio stating they couldn't hear Board members toward the back of the room.

BOARD COMMITTEE REPORTS

Facility Development Committee (FDC) – Mrs. Sternweiler reported committee members were excited to join the administrative team, staff, and community in celebrating the completion of the Highcrest Learning Commons at a ribbon cutting ceremony earlier today. The FDC reviewed construction projects, planning and progress for Highcrest and Central Schools at the January Committee of the Whole

meeting. In addition to celebrating the completion of the District's final Learning Commons, the FDC reviewed the Highcrest Phase III costs, which are currently tracking close to projections. Additional updated cost estimates would be presented next month. The FDC also discussed the coordination of some of the larger Health/Life Safety projects that were included in the budget for this year. At WJHS and Romona, electrical panels need to be replaced, along with feeders and wiring. HVAC work including installing various ventilation and exhaust systems needs to be completed at Romona, McKenzie and WJHS. Due to the anticipated costs the District planned to go out to bid for these budgeted Health/Life Safety items at the same time as Highcrest Phase III bids, in order to get the best cost and take advantage of economies of scale. The costs of the Health/Life Safety items would be kept separate for accounting purposes. However, given the heavy use of WJHS and Romona for summer programming, the administrative team met with STR Architects to generate a Health/Life Safety timeline to complete the work as the electrical work would require power shutdowns. In reviewing the scope of the Health/Life Safety projects, it was recommended to hold off on the WJHS projects until next summer when other work is already scheduled within the building, allowing WJHS to remain open for student programming this summer. The current plan is to submit the bids for Highcrest Phase III, including auditorium air conditioning and the other Health/Life Safety items for approval in March.

The District had gone out to bid for Central construction and the bid opening is scheduled for February 4th. Bids would be reviewed at the February Committee of the Whole meeting, and submitted to the Board for approval at the February Board meeting. The current cost estimates are running very close to the 5-year projections.

The FDC also discussed at length a proposal from the Wilmette Park District to redevelop some of the after-school recreation and enrichment programs, with the goal of increasing after school child care options for families using District 39 school sites. The Board appreciated this need and the benefits it could afford to some families, but was concerned about the expanded use of school buildings, the potential loss of space and programming for enrichment clubs, and the need to carefully consider the logistics for this kind of space utilization and its impact on school functioning, cleaning, and projects. They agreed starting small with a pilot program seemed to make the most sense and the Board planned discussions that focused on pilot programs at Romona and Highcrest as there are no programs currently held at those schools.

The FDC received a brief update on the progress of the Intergovernmental Agreement draft with the Village of Wilmette related to the easement and needs to support the stormwater project in the community playfields. The FDC also received and briefly discussed the School Maintenance Grant.

School Finance Committee (SFC) – Mr. Cesaretti reported the School Finance Committee reviewed the District's progress in considering, evaluating, and interviewing audit firms for financial statement audits. A final recommendation for approval was recommended and would be presented for approval on the agenda. The SFC reviewed the District's Fiscal Year 2021 budget calendar. In addition, the administration continued to explore Forecast5's software used to benchmark against other districts. Mrs. Crispino showcased an interactive dashboard and features of Forecast5. She provided a demonstration of options for a more interactive district financial dashboard, including Forecast5 functionality that would allow the public to interact with dashboard charts as well as drill down on the data behind the charts. These features would help the Board accomplish its desire to continue to expand transparency, communication, and interactive abilities related to its finances.

Strategy –Mr. Steen reported the Board received a brief update regarding the District’s process and plans for future strategic planning. Requests for information were sent in early January to each of the identified consulting firms reviewed by the Board in December. Information is due to the District by January 31st. The Board directed the administration to evaluate each firm and schedule interviews with the Board for the evening of February 10th, following the afternoon Committee of the Whole Meeting.

Liaison Reports

Educational Foundation – Dr. Cremascoli reported the Foundation held meeting on January 14th. Dr. Cremascoli highlighted the upcoming Strategic Planning efforts as well as the completion of the Highcrest Middle School Learning Commons. She celebrated the launch of kindergarten enrichment and discussed the Ray of Light funding, which will go to co-found a very special program on the 5-8 campus call “We All Live Here”. This new program is designed to celebrate and honor diversity and incorporate student voice, collaboration, ownership and art. Dr. Cremascoli said the District is excited and grateful for the support of the Educational Foundation and Parent-Teacher organizations. The Foundation discussed the Gripp Grant application process and received presentations from two teachers who received Gripp Grants to inspire STEM activities. The Foundation announced upcoming Trivia Night to be held this weekend.

Illinois Association of School Boards (IASB) – Mrs. Sternweiler stated there was nothing to report.

Legislative Update

Ms. Stone stated at the federal level, the Fiscal Year 2020 appropriations bill HR1865, which funds education programs, included \$184.9B in discretionary funding. Highlights of this bill included a \$400M increase for Part B grants to states under the Individuals with Disabilities Act, or IDEA. HR 1865 also included \$123M for new Social-Emotional Learning (SEL) programs.

Ms. Stone stated on the state level, new bills were introduced. She noted legislature returns on January 28th. Senate Bill 2315, Senate Bill 2323, and House Bill 3975 all address amending school code with respect to seclusion, timeout policy, and physical restraint. Senate Bill 2315 and House Bill 3975 are very similar in that they both prohibit seclusion. Senate Bill 2323 does not prohibit seclusion, as it allows timeouts and physical restraint when not carried out as a punishment, with adult supervision, and without locking a student in a room or other space.

INFORMATION ITEMS

A. Written Communication

Dr. Cremascoli reported the Board had not received any written communication.

B. Administrative Announcements

Recognition of the League of Women Voters Student and Government Leaders Program

Dr. Cremascoli stated prior to the formal Board meeting today, the Board of Education met with members of the League of Women Voters Student and Government Leaders Program. Student members were required to interview their civic counterparts prior to this Board meeting and also required to watch one hour of the Board meeting to observe the process of local governing boards. Dr. Cremascoli stated she would recognize the student leaders group prior to their departure.

Sixty 8th grade students from Wilmette Junior High School participated in this program designed to foster civic engagement, critical thinking and strong citizenry among our student leaders. The goals of the program align with the overarching goals of the League of Women Voters, which include first

to engage and facilitate informed and active participation of citizens in government; and second to ensure that all eligible citizens have the opportunity and information to exercise their right to vote. For 8th grade leaders, the program is designed for students to learn how local government works in their local community. Students learned about government decisions and responsibilities, elected officials and staff roles and service, proper order to public meetings, and how to engage actively. Prior to this evening's meeting, student leaders interviewed their official counterparts. Dr. Cremascoli thanked and acknowledged the League of Women Voters for this important and vibrant program. She also thanked and celebrated student leaders for giving their time and talent to learn about civic engagement and to become actively involved within their community.

Future Strategic Planning Efforts

Dr. Cremascoli stated the District in the process of accepting information from facilitators who may support the District's future Strategic Planning efforts, which would be initiated early this spring. At the Board's direction, on February 3rd the administrative team would review and evaluate the information provided by each facilitator. The administration would select 2-4 firms for the Board to interview on the evening of Monday, February 10th.

Enrichment and After School Recreation Planning

Dr. Cremascoli stated the District is exploring options with the park district for expanding after school care programs within the schools. An additional follow-up meeting is scheduled for next week with representatives from the Park District, to provide the Board with an update on progress in February.

Planning and Registration for 2020-2021 School Year

Dr. Cremascoli reported the administrative team is actively planning and preparing for the upcoming 2020-2021 School Year. The administration is carefully considering staffing needs and budget forecasts as needs are examined across the District and within the schools. As part of this agenda, the Board would be asked to approve the upcoming school year calendar and board meeting calendar. Kindergarten and new student enrollment for 2020-2021 at each of the schools has also begun. Within the first two weeks of kindergarten enrollment the District enrolled 65 to 72 students at McKenzie, Central and Harper. Romona enrolled about 47 students thus far, which is tracking approximately 15 students fewer than last year at this time. Each school expects kindergarten enrollment to increase over the next several months, and has typically increased by approximately 8-12 kindergarten students at each school before the new school year begins. KEEP39 has also launched enrollment for the new kindergarten enrichment program at Central and Harper Schools. Approximately 82% of students enrolled in the academic kindergarten program have also enrolled in KEEP39. Administration is very pleased with this positive response and expect these enrollment figures to continue to grow.

Dr. Cremascoli noted registration for returning students typically started in April. This year the registration process for returning families has been moved up to get more accurate enrollment numbers sooner to begin staffing for the upcoming school year.

Mr. Panzica inquired about the registration process for KEEP39. Ms. Lee stated registration closes on January 31st and a lottery for remaining spots would take place the first week of February.

Dr. Cremascoli said she continued to evaluate school and District needs by improving the strategic plan and identifying the need for additional building leadership. She recognized the roles of building leaders had dramatically changed over the past ten years. As the District pursued improvements in school-based intervention programs and special education services to expand growth and achievement for every student, there was a need to expand building leadership. The District initiated a review and evaluation of the WIN program and support services along with a special education and Response to Intervention (RtI) audit. This work will guide Strategic Planning efforts. Through the listening sessions Dr. Cremascoli conducted at each school, she identified the need for increased building level leadership and support. Reorganizing administrative leadership in each building on a daily basis is critical to support the needs of staff, the growth of students, and the instructional work for the future. At the elementary level, she recommended adjusting elementary assistant principal assignments to be full-time at each school and adding a full-time principal to the 5-8 campus. She felt the increase in administration could be accomplished within the projected personnel budget. Administration also examined administrative expenses and administrator-to-student ratios, which affirmed this need for transition.

Board members discussed the administrative changes and the budget. Members agreed with the administrative transitions and support structures.

Dr. Cremascoli announced the recommendation for Board action on the Personnel Report to remove the word “Interim” from Dana Nasiakos title and rename her title as “Principal of McKenzie Elementary School”. She congratulated Mrs. Nasiakos on an outstanding job.

Freedom of Information Act (FOIA)

The District received a FOIA request from Jonathan P. Fagg of WLS-TV requesting information related to disciplinary actions resulting in expulsions, suspensions, or transfers including the number of incidents for various categories from January 1, 2017 to present. The District also received a commercial FOIA from Bethany Simpson of SmartProcure requesting any/all purchasing records from June 26, 2019 to present.

C. Strategic Plan Updates

1. 2019-2020 Strategic Plan Updates: Annual Business Section

Dr. Cremascoli stated this report is part of the regular updates to the Board of Education and community regarding progress relative to the District 39 Strategic Plan. The report focused on mid-year updates of the annual business action steps. Updates on the Continuing and New Strategic Initiatives would be presented in February and March, respectively.

Mr. DeMonte presented an update on School Safety. He stated ensuring safety for students and staff is continually ongoing with the assistance of the Wilmette police and fire departments. He reported recent security projects included installing additional security cameras at Wilmette Junior High with plans to install more cameras at other schools. He stated all Public Announcement (PA) speakers in school gyms would be replaced from the old horn style speaker to new stereo speakers that have improved clarity due to the acoustics in gyms. Mr. DeMonte also reported schools have “Stop the Bleed” kits and some staff have been trained to assist the injured until emergency response teams arrived.

Mrs. Jackson reported on standards-based learning and reporting. She noted the reporting system is meant to provide a communication framework among students, parents, teachers, and administrators that fosters students' academic growth and the development of learner characteristics. She said Highcrest Middle School implemented revised progress reports in November that included information on learning style and content area. She said after parent-teacher conferences the administration gathered feedback from staff and parents to identify next steps toward report cards, however, parent feedback was minimal having only received 12 responses. Administration will reach out to obtain more feedback after report cards are accessed by parents. Mrs. Jackson stated the junior high staff representatives met to review assessment practices. They determined three components of learner behaviors, progress toward priority standards, and how summative achievement should be evaluated. Committee work will continue and a final report would be given in spring.

Ms. Lee reported that the second year of the science curriculum review began this school year. After the completion of curriculum materials review, the administration chose Elevate Science for grades K-4 and Amplify Science for grades 5-8. These resources allow students to engage in phenomenon investigations, incorporate multiple learning modalities, utilize inquiry and argumentation.

Mrs. Crispino reported on sustainability planning and practices. She stated District 39 continually seeks to ensure positive environmental practices during construction projects through the use of sustainable materials, grant funding, and cost analysis. Current construction projects are designed to meet and exceed rigorous energy codes and standards. She said the District's architects, STR Partners, continually follow the sustainability mantra of "reduce, reuse, and recycle". They have enhanced interior environments by providing better indoor air quality by replacing difficult to control, noisy, unit ventilation units with roof top units (RTUs) that provide greater thermal comfort, filtered air, and quieter delivery.

Ms. Lee reported on sustainability education noting that District 39 partners with the districtwide PTO Environmental Awareness group to communicate and educate students, families, and staff about sustainability/green practices such as recycling, composting and reusable products. They developed an annual reference chart that contains action items, persons responsible and dates of completion. The action items include limiting idling by bus drivers/families, educating staff through trainings, sending out "Sustainable Stats", a seasonal newsletter highlighting green practices/helpful tips, sharing information during school events, curriculum nights and on the District website.

Dr. Cremascoli interjected to acknowledge the League of Women Voters Student Government Leaders who would be excused after an hour of observing the Board meeting. She noted the eighth graders participated in the program to foster civic engagement, critical thinking, and strong citizenry and to engage and facilitate informed, active participation in government, and to ensure all eligible citizens have the opportunity and information to exercise their right to vote.

The meeting resumed with Board members discussion regarding the Strategic Plan Updates. Members talked about having scouts assist with emergency procedures during a crisis; how emergency commands are heard in corridors and stairwells; continually seeking greener options as construction projects progress throughout the District; encouraging the use of bike paths to lessen emissions and boost individual health; explaining science curriculum to junior high students before registering at New Trier; changes in report cards for junior high; use of the new science curriculum this year.

D. Annual Business

1. 2021 Fiscal Year Budget Calendar and Resolution

Dr. Cremascoli stated each year 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 by administration.

Mrs. Crispino stated a budget calendar is developed in order to be in accordance with state statutes and to meet state requirements. There were no changes from last year's calendar.

2. January Special Education Child Count

Dr. Cremascoli stated each year District 39 compiles a report to the Illinois State Board of Education that provides a snapshot of the number of students with disabilities being served by the District. The report provides some demographic details, such as the number of children eligible under each disability category, the gender of the students, and where students are being served. This information is presented in the report, along with some historical trend data.

3. Proposed 2020-2021 School Calendar

Dr. Cremascoli stated the Board had the opportunity to review the draft 2020-2021 School Calendar in December and again at the Committee of the Whole Meeting in January. The calendar aligns with Township holiday schedules, and there are no significant departures from past practice and no further revisions have been made to the proposed calendar. The 2020-2021 School Calendar was recommended for approval by the Board.

4. 2020-2021 Board of Education Meeting Calendar

Dr. Cremascoli stated the 2020-2021 Board of Education Calendar had been developed in connection with the proposed 2020-2021 school year.

2. Financial Auditing Firm Contract

Dr. Cremascoli stated annually the Illinois School Code requires public school districts to submit a Board approved independent audit. The District issued a Request for Proposal in November of 2019.

Mrs. Crispino noted with close of Fiscal Year 2019 the District completed its contract with Klein Hall Associates, which had now merged with Wipfli, LLP. After interviewing for audit services, the District chose Baker Tilly Virchow Krause, LLP, which audits more than 50 school districts in Illinois. She thanked Scott Duenser and Klein Hall Associates for their ten years of service to the District.

3. School Maintenance Project Grant

Dr. Cremascoli stated the Illinois State Board of Education had made approximately \$44 million available for FY2020 Round 1 School Maintenance Project Grants (SMPG). Administration recommended approval of the \$50,000 grant.

Mrs. Crispino stated the SMPG is a dollar for dollar state matching grant program providing up to \$50K for maintenance or upkeep of buildings for educational purposes. She noted the WJHS and Romona electrical panel replacement cost estimate was \$140K. By submitting the SMPG application for Health/Life Safety projects the District can apply for the maximum amount of \$50K. The total amount reserved in local funds is \$90K to cover the balance of this project.

E. Board Policy Review

1. First Reading of Education Policies 4:190, 5:50, 5:220, 5:230, 5:245, 5:260, 5:270, 5:285, 5:290, 5:310, 7:290

Dr. Cremascoli stated as part of the Board's ongoing policy review cycle, these revised policies were recommended for first read. Following Board review, feedback was requested by Friday, January 31st to allow time for revisions prior to the February meeting.

2. Policy Revision Statement

Dr. Cremascoli stated this opportunity allowed the Board to publicly acknowledge its policy revision statement which had been placed on the District's policy website to provide additional information regarding the Board's effort and revision practices. The statement read as follows:

"Wilmette Public Schools remain committed to providing a safe and equitable learning environment that fosters a mindset of empathy, respect, and belonging for all District 39 students and staff. In December 2019, the Wilmette Board of Education affirmed this commitment by prioritizing the reduction of pronoun use in Board of Education policies. This reduction in pronoun use respects each person's unique identity and brings greater clarity to policies. As policies are reviewed on a five-year cycle, pronoun use will be revised accordingly to reflect these inclusive beliefs."

PUBLIC COMMENTS

None

ACTION ITEMS

A. Consent Agenda

Mr. Panzica moved, seconded by Mr. Steen, to approve the personnel report dated January 27, 2020, which included administrative full-time appointment of Demetra Nasiakos, effective January 27, 2020; educational support personnel full-time employment of Elizabeth Draper, effective January 6, 2020; **Nicolai Ketelsen**, effective January 17, 2020; **Julie Patton**, effective January 6, 2020; **Joy Thissen**, effective January 13, 2020; temporary employment of **Mirzeta Salkic**, effective January 16, 2020; licensed resignation of **Megan Anderson**, effective February 7, 2020; educational support personnel resignation of **Christopher Bobb**, effective January 6, 2020; **Linda Infinita Romano**, effective January 22, 2020; **Timothy Stillman**, effective January 10, 2020; **Maria de Lourdes Vazquez Arteaga**, effective January 10, 2020; release of a probationary employee **Daniel Cooney**, effective January 17, 2020; **Madeleine Kelly Demetrio**, effective January 17, 2020; **Carole Hashioka**, effective January 8, 2020; licensed request from sick leave bank **Employee 16296**, grant 15 days from WEA sick leave bank: adopt the resolution dated January 27, 2020, establishing the school district 2021 fiscal year and direct the superintendent to prepare a tentative budget; and, approve the budget-planning calendar dated January 27, 2020, as written: approve the FY20, FY21 and FY22 year-end audit services from the financial auditing firm of Baker Tilly Virchow Krause, LLP for the District and the Wilmette Community Special Education Agreement (WCSEA) in the following amounts: Fiscal Year 2020: District 39 \$25,750; WCSEA \$2,500; FY 2020 total: \$28,250; Fiscal Year 2021: District 39 \$26,500; WCSEA \$2,500; FY 2021 total: \$29,000; Fiscal Year 2022: District 39 \$27,250; WCSEA \$2,500; FY 2022 total: \$29,750; approve the 2020-2021 School Calendar: approve the calendar of dates for regular meetings of the Board of Education and to set the location of the regular meetings as the Mikaelian Education Center, 615 Locust Road, Wilmette, IL 60091: approve the Fiscal Year 2020 School Maintenance Project Grant: approve as first reading of Board of Education Policies 4:190 *Targeted School Violence Prevention Program*; 5:50 *Drug- and Alcohol- Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*; 5:220 *Substitute*

Teachers; 5:230 Maintaining Student Discipline; 5:245 Employee Suspension; 5:260 Student Teachers; 5:270 Employment at Will; 5:285 Support Personnel Duties and Qualifications; 5:290 Support Personnel Employment Termination and Suspensions; 5:310 Compensatory Time Off Policy; and 7:290 Suicide and Depression Awareness and Prevention: approve the accounts payable for bills listed between December 17, 2019 – January 27, 2020 in the following amounts: Educational Fund \$499,736.04; O&M Fund \$298,009.98; Debt Service \$120,830.00; Transportation Fund \$145,924.40; Capital Projects \$754,683.00; total all funds: \$1,819,183.42; approve the manual checks issued between December 17, 2019 – January 27, 2020 in the following amounts: Educational Fund \$575,305.41; O&M Fund \$6,116.54; Transportation Fund \$106.39; Tort Fund \$498.47; total all funds: \$582,026.81.

On a roll call vote on the motion, voting “yea” – Jon Cesaretti, Frank Panzica, Amy Poehling, Mark Steen, Ellen Sternweiler, Erin Stone, Lisa Schneider-Fabes; voting “nay” – none; absent – none:

Motions Carried.

CONFERENCE ITEMS

Old Business

None

New Business

Mr. Cesaretti asked if the fire marshall toured schools regarding general safety and evacuation plans. He also questioned safety issues during passing periods when hallways are crowded. Dr. Cremascoli stated the fire marshall does tour the schools regularly and while corridors are crowded during passing periods, children are safe.

Good and Welfare

Mr. Panzica noted he and Mrs. Poehling were privileged to work the League of Women Voters Student Program during the afternoon to discuss Roberts Rules of Order. He noted the students were very engaged and interested in having the opportunity to participate in a mini-board meeting.

Ms. Stone noted her family celebrated her eighth-grade son’s birthday, which caused her to reflect on the family’s move to Wilmette. She reflected on his elementary education ending and thanked the District for his education.

Mr. Panzica moved, seconded by Mr. Steen to adjourn to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

The meeting adjourned to executive session at 8:22 p.m. and returned to the regular meeting of the Board of Education at 9:15 p.m.

Being no further business, Mr. Panzica moved, seconded by, Mr. Cesaretti, to adjourn the regular meeting of the Board of Education. It adjourned at 9:15 p.m. by **General Consent.**

President

Secretary