

**OCTOBER 28, 2019**  
**WILMETTE, IL**  
**REGULAR MEETING**

A regular meeting of the Board of Education was held on Monday, October 28, 2019 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 Cindy Anderson presented Romona fourth grade students who recently explored outdoor education in Oregon, Illinois. The students relayed their favorite experiences and then led the Pledge of Allegiance.

**ARTWORK**

Emilie Stevenson's first through fourth grade Romona students created the collage panels depicting daily life in their neighborhood. Students emulated "The Block" (1971) by Artist Romare Bearden who was an African American from Harlem, New York. Each grade level focused on one part of their community. First graders created transportation pieces, second graders created wildlife, third graders created residents and fourth graders created homes and buildings. Romona students are incredibly proud of this collaborative project that represents their homes, community, friends, and family.

**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 September 23, 2019 Regular and Executive Session Meetings. The minutes were approved as amended by **General Consent**.

**PUBLIC COMMENTS**

None

**BOARD COMMITTEE REPORTS**

Facility Development – Mrs. Sternweiler reported the committee met with representatives from the Village of Wilmette to discuss the stormwater project slated to begin in spring on the community play fields behind Highcrest Middle School. The magnitude of this project will limit access to Highcrest in spring and summer. The committee chose to schedule a follow up meeting with Village representatives to explore safety plans, and discuss the timeline and details with Board members.

Mrs. Sternweiler stated the committee reviewed updated cost estimates for the Central Kindergarten Enrichment construction project. The committee agreed to proceed with design work including a roof top unit for the cafeteria air conditioning. The committee also reviewed a rough cost estimate for Highcrest Phase III construction, which included converting the old Learning Media Center (LMC) into three classrooms. The committee supported moving forward with the design work for the LMC renovations.

Mrs. Sternweiler reported the committee examined upcoming and long-range capital projects and the funding timeline. Revisions were made to include replacement of a 1995 air conditioning unit at Highcrest, additional renovations for Romona, and alternatives for McKenzie air conditioning.

Bid results for landscape services were considered and a contract was recommended for approval on the Consent Agenda.

School Finance – Mr. Cesaretti reported the committee discussed fee recommendations for the Summer Enrichment Program (SEP), the Lechner Early Education Program (LEEP), and the launch of the Kindergarten Enrichment and Enhancement Program in District 39 (KEEP39). Fees would be approved as part of the Consent Agenda. Mr. Cesaretti noted the 2019 tentative tax levy and assumptions for long-term financial projections were reviewed and reports are on the agenda for presentation.

Strategy – Mr. Steen reported the committee continued discussion regarding design of the Kindergarten Enrichment program. Members considered options for registration procedures. The committee tabled the Student Assessment Review due to lack of time.

### **Liaison Reports**

Community Review Committee – Mrs. Sternweiler reported the CRC met on October 7<sup>th</sup>. The committee set the timeline and workflow for the year, as well as what research goals might be regarding their topic, *Strengthening Parent Partnerships; Connection, Collaboration, Consistency, and Community*. She stated the final report is due April 29<sup>th</sup>. The next meeting is November 4<sup>th</sup>.

Educational Foundation – Mrs. Poehling reported the Foundation met on October 23<sup>rd</sup>. The committee watched an inspiring video by Elena Ryan about the use of cue balls in schools. The Foundation held a successful Bingo Night and are busy preparing for the “Attire to Inspire” Fashion Show to be held on November 13<sup>th</sup> at Westmoreland Country Club. She noted Gripp Grants are due November 8<sup>th</sup>. The next meeting is on November 19<sup>th</sup>.

Illinois Association of School Boards (IASB) – Mrs. Sternweiler reported the Board received the proposed IASB resolutions to be voted on at the Delegate Assembly meeting on November 23, 2019 during the Joint Annual Conference. Members discussed at length Resolution #1, Student Safety, and Resolution #3, School Safety Grant Program. The Board agreed to vote against Resolutions #1 and #3. Members agreed Resolution #3 should clearly define a Student Resource Officer (SRO) being a current police or law enforcement officer.

### **Legislative Update**

Ms. Stone stated there was no news to report.

## **INFORMATION ITEMS**

### **A. Written Communication**

Dr. Cremascoli reported the Board received written communication from Cindy Levine and Nancy Hoying of the League of Women Voters wrote in support of videotaping Committee of the Whole meetings for public viewing, as well as a second communication regarding the same topic in follow-up to the Committee of the Whole Meeting.

Mr. Steen noted the Board had received written communication today. He said when written communication has been received on the day of the Board of Education meeting, District 39's practice has been to announce the communication at the next month's Board meeting.

### **B. Administrative Announcements**

#### *Internet Safety and E-Rate*

Dr. Cremascoli announced District 39 participates in the federal E-rate program which is a program providing discounts on Internet services and technology infrastructure. By accessing this funding, the District is required to teach Internet Safety and have Internet protection software in place to block access to harmful images. District 39 does both. The District is also required to acknowledge this information at a public meeting.

#### *Planning and Coordination with Village of Wilmette*

Dr. Cremascoli stated as a follow-up to last week's Committee of the Whole Meeting, where representatives from the Village of Wilmette provided an overview and additional information regarding upcoming stormwater projects, the administrative team scheduled an additional meeting with Village staff. District administration also requested to host a Special Meeting with the Board and Village representatives in December. During the next meeting, District staff will work with the Village staff and engineering team to discuss concerns and mitigation efforts related to student safety, access, scope of project, timeline for project, contingency plans and Inter-Governmental Agreements (IGAs). Each of these issues is critical to the success of the Village stormwater project as well as safe and effective operation of schools throughout the duration of the project.

#### *Property Tax Assessment Appeals*

Dr. Cremascoli said the Board of Education approved a resolution on November 12, 2018 authorizing intervention in property tax assessment appeals filed with the Property Tax Appeal Board (PTAB) and with the Circuit Court of Cook County in accordance with policies and limitations established by the Board of Education. The Property Index Number and the estimated refunds are listed for new property tax interventions at the PTAB and Circuit Court of Cook County this month.

#### *Freedom of Information Act (FOIA)*

Dr. Cremascoli reported the District received FOIA requests from Luz Juarez of Bricklayers' Labor Mgmt., Elmhurst, requesting certified payroll for J&E Duff Inc. for work performed at Harper Elementary School from July 2019 to present; Luz Juarez of Bricklayers' Labor Mgmt., Elmhurst, requesting certified payroll for Midwest Masonry for work performed at Highcrest Middle School from July 2019 to present. In addition, to these FOIA requests, the District received a follow-up to the FOIA from Michael Himmelfarb which was responded to in September. Additional documents that were missed in the initial release due to a search function error have been provided to Mr. Himmelfarb and linked with the original disclosure in the September Board Agenda.

### C. Strategic Plan Updates

#### 1. 2019-2020 Superintendent/District Goals

Dr. Cremascoli stated this action item outlines goals to support District initiatives and is presented for Board of Education approval. There are three areas of focus: Building School Culture and Community, Student Growth through Differentiation & Personalization, and Effective Integration of Technology. She stated a fourth goal was added to support preparation of Phase 1 Designing the Kindergarten Enrichment Program.

#### 2. Kindergarten Enrichment Program Update

Dr. Cremascoli stated the report updated the development of the Kindergarten Enrichment and Enhancement Program of District 39, affectionately termed KEEP39, as a complement to the Lechner Early Education Program (LEEP).

Ms. Katie Lee reported the enrichment program would be a child centered program offering opportunities for students to enhance their development. Beginning in the 2020-2021 school year, kindergarten students would attend the existing half-day academic kindergarten program in the morning and eligible students may choose to participate in the optional enrichment program at Central and Harper in the afternoon for a tuition fee of \$6,460 per student.

Ms. Lee presented the pros/cons of three registration options:

- **Option A:** KEEP39 registration will open for Central and Harper students only in 2020-21, with ongoing program evaluation and hopeful launch of the program district-wide in the 2021-22 school year.
- **Option B:** KEEP39 registration will open for Central and Harper students first with a lottery for any remaining spots for McKenzie and Romona students in 2020-21, with the hopeful launch of the program District-wide in the 2021-22 school year.
- **Option C:** KEEP39 registration will open for Central and Harper students first with a lottery for any remaining spots for McKenzie and Romona students in 2020-21. The McKenzie/Romona students who obtain a spot through the lottery process would *also* register for academic Kindergarten at the respective school. For example, a Romona student with a spot at Harper School's KEEP39 would attend AM academic Kindergarten at Harper for only one year. This Romona student would return to Romona School for grades 1-4.

Ms. Lee stated based on a careful review by the administrative team and the Kindergarten Committee, Option A was recommended. Board members ruled out Option B during the Committee of the Whole Meeting, but wanted additional time to consider Option C. The administration would seek final direction on registration procedures for Central and Harper in anticipation of broad communication regarding these plans at the end of October.

Board discussion ensued regarding Options A and C, enrollment and sections per school, delayed construction due to financial constraints, obtaining feedback from elementary school parents about a lottery option, and reviewing past communications sent to parents.

Ms. Lee noted a possible lottery and the three registration options were reported in the Strategic Plan Board reports for January and February as well as in the Wilmette Beacon. She also noted survey results showed high interest in the enrichment program. Dr. Cremascoli stated there are

local options for full day kindergarten as well as a park district enrichment program. She feared a lottery would result in more disappointment for some families. President Fabes asked Board members to raise their hands for a general preference of options: consensus favored Option A. The Board provided direction to the administration to pursue Option A.

### 3. 2019 Fall Assessment Report

Dr. Cremascoli noted the 2019 Fall Assessment report is an executive summary of Northwest Evaluation Association's Measure of Academic Progress (NWEA-MAP Achievement and Growth) and Illinois Assessment of Readiness (IAR) assessment results from spring of 2019. Some of the MAP assessment information was presented during last year's spring assessment Board report. The other assessment data is reflective of 2018-2019 school year, and include data that are embargoed until October 31st when the Illinois State Board of Education releases its school report card data and designations.

Ms. Lee shared the data about D39 students' growth over time and subgroup observations from IAR data. She noted the District wide analysis and trends showed overall high achievement. District 39 students mean RIT (Rasch Unit) scores indicate performance that is a grade more advanced than national peers. Students who fall in the average/above average range for achievement has been within 90-99% range.

Board discussion included breaking apart the meets/exceeds Illinois Assessment of Readiness data, the high enrollment numbers in Algebra 1 for D39 students compared to other sender schools, reading scores are high in second through fourth grades and regress for fifth through eighth grades, varying results by gender in reading but not math, focus on lower levels of performance, and how report are useful at the classroom level.

## **D. Annual Business**

### 1. Review the Tax Year 2019 Estimate of Levy and Approve Public Hearing

Mrs. Crispino reported the District would be adopting the resolution of the estimated levy for 2019 and announced the public hearing scheduled for November 18<sup>th</sup>. Mrs. Crispino reported the estimated levy is based on several variables including the Consumer Price Index (CPI), Equalized Assessed Value (EAV), the value of new construction, and the Limiting Rate calculation of 3.0503%. She stated the proposed Levy represents a total increase of 1.9% for CPI, plus New Property Growth, which has not yet been released. New property growth was estimated by using a 12-year historical average of \$16M and adding \$21.9M for new properties. The estimated New Property Growth is \$37.9M. She explained the County Clerk determines the Equalized Assessed Value (EAV), which is not yet available. The EAV is estimated to remain flat. The December 2018 CPI of 1.9% was used for the 2019 Levy, which means the District 39 portion of the average taxpayer's bill will go up by 1.9%. The total aggregate levy request is \$57.5M.

Mr. Steen presented a hypothetical situation. He said if CPI is zero and New Property Growth is zero and the EAV is the same as prior year, then the limiting rate would be the same. Mrs. Crispino replied the 2018 extension would then be the same for the 2019 extension.

Mr. Steen added if the EAV went up, the limiting rate would go down but would not affect the amount of money received. Mrs. Crispino said if the limiting rate is higher, the District would get more from New Property Growth and if limiting rate is lower the District would get less from New Property Growth.

## 2. Select Student Fees

Dr. Cremascoli reported the Board reviewed several student fees that require early approval to allow families to make timely, informed decisions about program registrations and costs. Summer Enrichment Programs (SEP) are to be fiscally self-sustaining. As presented last month, the 2019 Summer Enrichment Program fees continue to cover expenses; therefore, the administration recommended no change in SEP fees.

The Lechner Early Education Program (LEEP) preschool tuition is reviewed annually as well. This fee review compares charges made by other local private and public preschools. District 39 has not increased fees since FY17-18; however, teacher and paraprofessional salaries have been increasing annually. A 6% increase in fees was recommended based on the CPI increases for Fiscal Years 2019, 2020, and 2021.

The Kindergarten Enrichment and Enhancement Program cost estimate was updated based on program design. Based on current costs and required staffing, administration recommended a fee of \$6,460, which is slightly less than the projected \$6,500. This fee would cover \$4,116 for annual program costs for staffing and supplies, and \$2,344 for a portion of one-time costs for curriculum materials, furniture, and construction costs required to add the additional space needed to support the program.

## 3. Fall Enrollment Report

Dr. Cremascoli reported District 39 provides an annual Fall Enrollment report that captures the number of students attending District 39's schools as of September 30th. There are 3,518 students educated in District 39 buildings.

Mr. DeMonte reiterated that there are 3,518 students attending the District's six schools. He stated this is a small decrease of 30 students. In comparison to last fall, first, third, fifth, and seventh grades all have fewer students while kindergarten, second, sixth, and eighth grades have increased enrollments. Fourth grade remained the same. He noted there are 3,555 total students receiving educational programming throughout District 39. These 37 students receive special services outside of District 39 schools (students outplaced in therapeutic schools, students attending parochial schools needing special education services, and early childhood itinerant speech).

## 4. 2019 Landscaping Bid

Dr. Cremascoli stated the District requested bids for landscaping services. Two companies responded to the bid. The bid from The Service Innovators came in at \$79K for the year and the bid from Landscape Concepts Management came in at \$47K. The administration recommended approval of the Landscape Concepts Management bid for \$47K per year.

## E. Board Policy Review

1. First Reading of Education Policies 5:120, 5:125, 5:130, 5:150, 5:170, 5:180, 5:185, 5:190, 5:195, 5:200, 7:20 and 7:180

Mr. Cesaretti provided feedback regarding Policy 5:120, General Personnel: Ethics and Conduct. His suggestions were meant to incorporate Board Member ethics into this policy. Dr. Glowacki noted Section 2 of Board policies addresses Board members and Section 5 applies to employees. Discussion ensued regarding inconsistencies in the policy to address for second reading.

## **PUBLIC COMMENTS**

Lauren Litchfield, Wilmette, spoke as a parent and member of the garden committee. She noticed the landscaping bid listed vegetable garden tasks at Central and McKenzie but not any other schools. She also asked about Kindergarten Enrichment. She stated the District assumes Romona and McKenzie families can take advantage of other local enrichment offerings, which are costlier than the KEEP39 program, have shorter hours, and include bus travel. She also noted park district classes close if they are not filled. She said the community is under the assumption that KEEP39 will be offered to everyone.

## **ACTION ITEMS**

### **A. Consent Agenda**

Mr. Panzica moved, seconded by Mr. Steen, to approve the personnel report dated October 23, 2019, which included licensed full-time employment of **Kristin Bishop**, effective September 27, 2019; educational support personnel full-time employment of **Michele Delmonico**, effective October 21, 2019; **Dawn Gram**, effective September 25, 2019; **Carole Hashioka**, effective October 21, 2019; **Kathleen Kalble**, effective September 24, 2019; **Aneta Kiryakoz**, effective October 14, 2019; **Andrew Kleeman**, effective September 23, 2019; **Kara Lownsberry**, effective October 11, 2019; **Kevin Maisel**, effective October 21, 2019; **Alejandro Salazar**, effective October 16, 2019; **Patrick Sullivan**, effective October 10, 2019; educational support personnel resignation of **Catherine Clark**, effective September 26, 2019; **Jose Irazoque**, effective October 25, 2019; release of a probationary employee, **Jane Sullivan**, effective October 8, 2019; Review the Tax Year 2019 Estimate of Levy as per “Exhibit A” dated October 28, 2019; and, approve a *Public Hearing on the Proposed Levy* scheduled to immediately precede the regular November 18<sup>th</sup> meeting of the Board of Education: approve the 2019-2020 Superintendent/District Goals: approve the student fees schedule dated October 28, 2019; award bid package to Landscape Concepts Management for landscaping services at all District buildings from December 1, 2019 to November 30, 2020 in the amount of \$46,632. The detail of the costs, by building, are included on the bid tabulation spreadsheet dated October 28, 2019. The contract has an option for subsequent year-to-year contract extensions by mutual agreement: approve as first reading of Board of Education Policies 5:120 *Ethics and Conduct*; 5:125 *Personal Technology and Social Media; Usage and Conduct*; 5:130 *Responsibilities Concerning Internal Information*; 5:150 *Personnel Records*; 5:170 *Copyright*; 5:180 *Americans With Disabilities Act*; 5:185 *Family Medical Leave Act (FMLA)*; 5:190 *Use of District Electronic Networks and Technology Equipment*; 5:195 *Teacher Duties and Qualifications*; 5:200 *Terms & Conditions of Employment and Dismissal: Teachers*; 7:20 *Harassment of Students Prohibited*; and 7:180 *Preventing Bullying and Other Aggressive Behaviors*: approve to release to the public the executive session minutes of June 10, 2019 (Session 1): approve to dispose of executive session audio recordings pursuant to District policy for the following dates: April 28, 2015, June 22, 2015, May 22, 2017 and October 23, 2017: approve the accounts payable for bills listed between September 24, 2019 – October 28, 2019 in the following amounts: Educational Fund \$670,154.28; O&M Fund \$323,427.01; Transportation Fund \$174,980.32; Capital Projects \$621,232.00; Tort Fund \$2.19; total all funds: \$1,789,795.80: approve the manual checks issued between September 24, 2019 – October 28, 2019 in the following amounts: Educational Fund \$555,462.09; O&M Fund \$3,434.21; Transportation Fund \$262.44; total all funds: \$559,158.74.

Mrs. Sternweiler stated she wished to pull the landscaping bid from the Consent Agenda as the bid did not specifically list all District 39 schools. Mrs. Crispino said the contract included the gardens at all schools though they were not listed individually. Discussion ensued about the landscaping bid.

Dr. Cremascoli stated the point of order would be to vote down the Consent Agenda, ask Board members if there are any items they wish to remove and then revote.

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

**Motions Failed.**

Mrs. Sternweiler requested Item X.A.5., The 2019 Landscaping Bid, be removed from the Consent Agenda.

Mr. Panzica moved, seconded by Mr. Steen, to approve the personnel report dated October 23, 2019, which included licensed full-time employment of **Kristin Bishop**, effective September 27, 2019; educational support personnel full-time employment of **Michele Delmonico**, effective October 21, 2019; **Dawn Gram**, effective September 25, 2019; **Carole Hashioka**, effective October 21, 2019; **Kathleen Kalble**, effective September 24, 2019; **Aneta Kiryakoz**, effective October 14, 2019; **Andrew Kleeman**, effective September 23, 2019; **Kara Lownsberry**, effective October 11, 2019; **Kevin Maisel**, effective October 21, 2019; **Alejandro Salazar**, effective October 16, 2019; **Patrick Sullivan**, effective October 10, 2019; educational support personnel resignation of **Catherine Clark**, effective September 26, 2019; **Jose Irazoque**, effective October 25, 2019; release of a probationary employee, **Jane Sullivan**, effective October 8, 2019; Review the Tax Year 2019 Estimate of Levy as per “Exhibit A” dated October 28, 2019; and, approve a *Public Hearing on the Proposed Levy* scheduled to immediately precede the regular November 18<sup>th</sup> meeting of the Board of Education: approve the 2019-2020 Superintendent/District Goals: approve the student fees schedule dated October 28, 2019: approve as first reading of Board of Education Policies 5:120 *Ethics and Conduct*; 5:125 *Personal Technology and Social Media; Usage and Conduct*; 5:130 *Responsibilities Concerning Internal Information*; 5:150 *Personnel Records*; 5:170 *Copyright*; 5:180 *Americans With Disabilities Act*; 5:185 *Family Medical Leave Act (FMLA)*; 5:190 *Use of District Electronic Networks and Technology Equipment*; 5:195 *Teacher Duties and Qualifications*; 5:200 *Terms & Conditions of Employment and Dismissal: Teachers*; 7:20 *Harassment of Students Prohibited*; and 7:180 *Preventing Bullying and Other Aggressive Behaviors*: approve to release to the public the executive session minutes of June 10, 2019 (Session 1): approve to dispose of executive session audio recordings pursuant to District policy for the following dates: April 28, 2015, June 22, 2015, May 22, 2017 and October 23, 2017: approve the accounts payable for bills listed between September 24, 2019 – October 28, 2019 in the following amounts: Educational Fund \$670,154.28; O&M Fund \$323,427.01; Transportation Fund \$174,980.32; Capital Projects \$621,232.00; Tort Fund \$2.19; total all funds: \$1,789,795.80: approve the manual checks issued between September 24, 2019 – October 28, 2019 in the following amounts: Educational Fund \$555,462.09; O&M Fund \$3,434.21; Transportation Fund \$262.44; total all funds: \$559,158.74.

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.**

Mr. Panzica moved, seconded by Mr. Steen, to table the Landscape Concepts Management bid package. All members agreed to table the bid package by **General Consent**.



## **CONFERENCE ITEMS**

### **Old Business**

None

### **New Business**

None

### **Good and Welfare**

Dr. Cremascoli and Board members recognized and wished Mr. Cesarretti a happy birthday.

Dr. Cremascoli congratulated Highcrest and Wilmette Junior High Schools on receiving The Apple Distinguished Schools Awards. She also noted last week was Principal Appreciation Week and she thanked District 39 principals, assistant principals and the administrative team for their hard work.

Dr. Cremascoli stated as part of the IAR Report presented earlier that summarized information to be released October 30<sup>th</sup>, she noted all Wilmette Schools received recognition for achieving the top two tiers of designation from the Illinois Association of School Boards. She added this is the second year all of the schools received this recognition.

Mr. Panzica welcomed Mr. DeMonte to the Board meeting table.

Mr. Panzica moved, seconded by Mr. Steen to adjourn to executive session to discuss student discipline and litigation.

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 9:11 p.m. and returned to the regular meeting of the Board of Education at 10:08 p.m.

Being no further business, Mr. Cesaretti moved, seconded by Mrs. Sternweiler, to adjourn the regular meeting of the Board of Education. It adjourned at 10:09 p.m. by **General Consent**.

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President

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Secretary