

**AUGUST 26, 2019**  
**WILMETTE, IL**  
**REGULAR MEETING**

A regular meeting of the Board of Education was held on Monday, August 26, 2019 at the Mikaelian Education Center, 615 Locust Road, Wilmette, Illinois. President Lisa Schneider-Fabes called the meeting to order at 6:03 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, Heather Glowacki, Katie Lee,  
 Kristin Swanson

**ADJOURN TO EXECUTIVE SESSION**

Mr. Panzica moved, seconded by Mr. Steen to adjourn to executive session to discuss 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.**

**RETURN TO REGULAR SESSION**

The meeting resumed at 7:29 p.m. following the hearings.

**APPROVE THE MINUTES**

Mr. Panzica moved, seconded by Mr. Steen to accept the minutes of the June 17, 2019 Regular and Executive Session Meetings. The minutes were approved as submitted by **General Consent**.

**PUBLIC COMMENTS**

Tracy Kearney, Glenview, requested teachers’ contracts be published on the District website in a more conspicuous place. She also questioned the sale of working cash bonds to support construction for Kindergarten Enrichment and Highcrest Middle School.

**Board Reports**

Facilities Development – Mrs. Sternweiler stated the committee met as part of the August 19<sup>th</sup> Committee of the Whole. The committee discussed summer 2019 construction updates. She noted there were several options for Central’s kindergarten enrichment renovation. The committee reviewed District construction timelines as the needs and requirements of Village and Park District construction projects may affect District construction progress. The committee also discussed Phase II of Highcrest construction. The administration chose The Lakota Group to landscape the HMS garden spaces.

School Finance Committee – Mr. Cesaretti reported the committee met as part of the Committee of the Whole. He stated the committee discussed strategy policies regarding property tax evaluation interventions. The committee met with bond advisor regarding the \$5M bond sale process. The committee discussed District 39 and Wilmette Community Special Education Agreement (WCSEA) budgets, the permanent interfund transfer, and annual tax compliance. Mrs. Crispino updated the members on a new Illinois State Board of Education (ISBE) reporting requirement, site-based reporting on cost per pupil at each building.

Strategy – Mr. Steen reported the committee met as part of the Committee of the Whole. Members reviewed the proposed 2019-2020 Strategic Plan. Mr. Steen highlighted strategy regarding the culture of inclusion and individualized learning, which included 1:1 strategy of learning and growth metrics. He added discussion on the assessment of report cards continued with work on implementing and processing feedback from the community.

### **Liaison Reports**

Illinois Association of School Boards (IASB) – Mrs. Sternweiler reported the Triple I conference takes place in November. In preparation, IASB will present resolutions for a vote. She noted the Board would review and discuss resolutions as they become available. She also noted the North Cook Division meeting titled *Equity: An Educational Imperative* would be held on October 16<sup>th</sup> and she encouraged members to attend.

### **Legislative Update**

Ms. Stone reported on three bills that were signed into law. House Bill 2078 increases minimum teacher salaries incrementally to \$40K per year by 2023-2024. She stated House Bill 822 allows school districts to maintain a supply of glucagon medications to support diabetic treatment. Senate Bill 1658 and allows ISBE to award school grants to support school safety and security.

## **INFORMATION ITEMS**

### **A. Written Communication**

The Board did not receive any written communication.

### **B. Administrative Announcements**

#### *Transition Plans*

Dr. Cremascoli reported tonight's meeting marks the completion of the first phase of her transition plan as superintendent. Over the past six months, she has met with leaders and staff, touring schools, learning about goals and initiatives, and getting to know the community. She noted the District is very fortunate to have a community of educators, leaders, parents, and community partners who are committed to supporting and serving the growth and development of students.

#### *Opening Days*

District 39 welcomed all new teachers during New Teacher Orientation on Monday, August 19th through Thursday, August 22nd. Orientation topics ranged from professional expectations, District curriculum, and student/school safety.

Paraprofessional Training Day was held on August 23rd with topics that included CPR training, supporting students in classrooms, and much more.

All Staff Institute Days began today with building-based meetings focused on mandated staff trainings, information about instructional requirements for national holidays, teacher evaluation processes, professionalism, and other building-based topics. Tomorrow, is the districtwide "Welcome Back" greeting for all staff at Wilmette Junior High School. Following welcoming remarks, teachers will engage in breakout sessions focused on preparing for students' arrival for their first ½ day of school on Wednesday, August 28th.

### *Summer Construction Update*

Summer construction at Highcrest Middle School included a Library/Media/Technology Center addition with large space air conditioning and special education classroom renovation. The special education classroom renovation will be ready for the start of school year and the Library/Media/Technology Center will be finished before winter break.

Construction at Harper Elementary School is a three-classroom addition and renovation. Harper construction is necessary for implementing the Kindergarten Enrichment Program. This project will be finished in August 2020.

### *School Culture*

Dr. Cremascoli stated District 39 leaders have been working hard to develop and refine plans to support ongoing work to build a culture of connection and belonging for all students and staff. The Board and community will continue to hear about building a nurturing and inclusive environment throughout the year. Mrs. Kelly Jackson and Ms. Katie Lee worked and guided the process, which included new trainings for teachers and administrators. Administration is planning additional steps toward building a more positive, inclusive culture across the District. She noted research shows setting up a strong community built on relationships of connectiveness helps prevent hate in schools and supports growth and accomplishments. Dr. Cremascoli stated that while many supports have been in place in the past, there is a need for more systematic efforts to tackle different areas of concerns to prevent incidents for the future.

### *Commitment to Safety and Security*

Dr. Cremascoli stated District 39 has remained focused on supporting the safety and security of students and schools. The District continued a review of safety and crisis protocols and strengthened security measures and practices to support safe schools. She stated a committee that included the Wilmette Police and Fire departments reviewed the District crisis plan. Parents can view language revisions in the District 39 Handbook regarding consequences students will receive to set clear expectations.

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

The District received several FOIA requests: Tanner F. of K12 Transportation Research requested all alternative student transportation contracts; Jennifer Smith Richards of the Chicago Tribune and Jodi S. Cohen of ProPublica Illinois requested photos of schools “time-out” spaces and floor plans/schematic designs for ITO spaces within schools; Tim Leisenring of Empower Illinois requested course and enrichment offerings at Romona Elementary and Highcrest Middle Schools; Gerardo Mendez, Construction Analyst for Indiana, Illinois, and Iowa Foundation for Fair Contracting, requested the three lowest bid packages for Highcrest Middle School Phase 2 construction and to whom contracts were awarded including start/end dates. Bethany Simpson of SmartProcure submitted a commercial FOIA requesting all purchasing records from March 19, 2019 to present.

## **C. Strategic Plan Updates**

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

Dr. Cremascoli noted this report is the Superintendent’s response to the CRC Report, “Mobile Learning in Grades K-4,” that was presented to the Board of Education last May. The report details the 2018-2019 Community Review Committee’s recommendations. The recommendations were presented by the Superintendent to all administrators and were accepted as part of the 2019-2020 Strategic Plan. The full plan will be presented to the Board of Education in September.

## **D. Annual Business**

### **1. Enrollment Update**

Dr. Cremascoli stated the overall “homeroom” Full Time Equivalent (FTE) has reduced by .5 since the 2018-2019 school year, demonstrating a very slight decline in overall enrollment. Since the May Board report on staffing, an additional section of afternoon Kindergarten was added at Harper, McKenzie and Romona. Additionally, a 1st grade section was added at Romona and 2<sup>nd</sup> grade classroom section was added at McKenzie. These additions were due to enrollment surpassing class guidelines at those grade levels.

Mr. Panzica discussed consistent enrollment increases for first grade and a comparison to previous years. Mr. Cesaretti questioned how many new students moved into Wilmette.

### **2. Annual Tax Compliance Notification**

Dr. Cremascoli 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 answer questions should an audit arise. She noted the District is currently in compliance.

### **3. FY2019 Administrator and Teacher Salary and Benefits Report (ATSB)**

Dr. Cremascoli stated this annual requirement details salary and benefits information for teachers and administrators. This information is posted on the District website.

### **4. Annual Review of Serious Safety Hazard Findings**

Dr. Cremascoli 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). The District has an approved safety hazard along Glenview Road at Big Tree Lane.

Dr. Cremascoli noted the importance in understanding that safety hazards only provide District 39 minimal funding from the State. Additionally, the District is not required to waive fees charged to families. However, District 39 continues to offer transportation to all students in our district.

## **E. Board Policy Review**

### **1. First Reading of Board of Education Policies 5:10, 5:20, 5:30, 5:35, 5:40, 5:60, 5:70, 5:80, 5:90 and 5:100**

Dr. Cremascoli reported Sections 5 and 8 of the Board of Education Policies are under review. There are ten policies from this section that were last reviewed in 2015. As a result, there are some suggested revisions, but there does not a significant need for revision due to legal requirements or as a result of changes in practice. Administration received Board members feedback, which are highlighted in yellow.

Board members provided additional edits for second reading.

## **PUBLIC COMMENTS**

Tracy Kearney – Glenview, wanted to ensure her question to the Board regarding where and when teachers contracts were published was entered into the minutes. She also wanted information on the discussion regarding property tax appeal intervention. She requested Committee of the Whole meeting recordings be published on the website.

Nina Freedman, Wilmette, appreciated the District's inclusion practices over the years and looked forward to additional practices and consequences for future. She suggested practices and consequences be separated and reasons for the consequences be noted.

## **ACTION ITEMS**

### **A. Consent Agenda**

Mr. Panzica moved, seconded by Mr. Steen, to approve the personnel report dated August 26, 2019 which included licensed full-time reemployment of **Becky Dolinko**, effective August 26, 2019; **Brittney Gescheidle**, effective August 26, 2019; licensed full-time employment of **Kathleen Bowers**, effective August 26, 2019; **Kirsten Cofoid**, effective August 26, 2019; **Samantha Crisp**, effective August 26, 2019; **Chandler Grenley**, effective August 26, 2019; **Jeronna Hansberry**, effective August 26, 2019; **Michael Hart**, effective August 26, 2019; **Nicola Kiela**, effective August 26, 2019; **Ashley Kozubal**, effective August 26, 2019; **Deborah Malarski**, effective August 26, 2019; **John Mathews**, effective August 26, 2019; **Sarah Mirkin**, effective August 26, 2019; **Colleen Mooney**, effective August 26, 2019; **Carole Nimrod**, effective August 26, 2019; **Cori Piper**, effective August 26, 2019; **Andrea Reiser Cummins**, effective August 26, 2019; **Zachary Truran**, effective August 26, 2019; **Gina Young**, effective August 26, 2019; licensed part-time employment of **Samantha Marwick**, effective August 26, 2019; educational support personnel full-time employment of **Elizabeth Barbin**, effective August 12, 2019; **Marion Betz**, effective August 23, 2019; **Roy Bradley**, effective August 1, 2019; **Jose Cabral-Gutierrez**, effective August 21, 2019; **Catherine Clark**, effective August 21, 2019; **Daniel Cooney**, effective August 23, 2019; **Mia Cudecki**, effective August 23, 2019; **Faye Demertzis**, effective August 21, 2019; **Madeleine Kelly Demetrio**, effective August 23, 2019; **Francee Giovannazzo**, effective August 23, 2019; **Katherine Lampe**, effective August 23, 2019; **Kathleen Logan**, effective August 23, 2019; **Kerri Mason**, effective August 23, 2019; **Amy Olson**, effective August 5, 2019; **Justine Rivlin**, effective August 23, 2019; **Sylvia Rusek**, effective August 23, 2019; **Mary Satkowski**, effective August 21, 2019; **Tracey Shimabukuro**, effective August 23, 2019; **Mary Southard**, effective August 5, 2019; **Irma Ann Terry**, effective August 23, 2019; **Katherine Williams**, effective August 23, 2019; **Alaine Wolfson**, effective August 23, 2019; temporary employment of **Beeta Azarnoosh**, effective June 18, 2019; **Dallas Castillo**, effective June 26, 2019; **Danielle Kalb**, effective June 18, 2019; **Zobaida Khan**, effective June 19, 2019; **Nordis Nelson**, effective June 24, 2019; **Vicky Penny**, effective July 8, 2019; **Cathlin Rosean**, effective June 18, 2019; **Fran Rosenthal**, effective August 28, 2019; licensed resignation of **Jacquelyn Allen**, effective July 19, 2019; **Julia Mahowald**, effective August 20, 2019; **Randall Stotz**, effective July 25, 2019; **Melanie Uteg**, effective July 25, 2019; educational support personnel resignation of **Gabriela Anderson**, effective July 17, 2019; **Claire Bellendir**, effective August 7, 2019; **JoAnn Bergquist**, effective August 1, 2019; **Polly Breen**, effective August 19, 2019; **Rebecca Cochran**, effective August 15, 2019; **Maria Gloria Gomez de Lazcano**, effective August 19, 2019; **Jennifer Gourley**, effective August 6, 2019; **Jo Hammerman**, effective August 6, 2019; **Oriana Kacha-Ochana**, effective August 13, 2019; **Patricia Kelly**, effective August 14, 2019; **Kelsey Klein**, effective August 21, 2019; **Lyubov Lon**, effective August 1, 2019; **Sarah Milstein**, effective August 1, 2019; **Alexis Odisho**, effective August 12, 2019; **Richard Peterson**, effective August 21, 2019; **Leslie Ruiz**,

effective August 26, 2019; **Lisa Skarbek**, effective August 22, 2019; **Kathy Tsang**, effective August 6, 2019; **Ted Weissberg**, effective August 6, 2019; **Trent Weyermuller**, effective August 16, 2019; **Stefanie Xamplas**, effective August 6, 2019; **Anna Zeller**, effective August 6, 2019; educational support personnel retirement of **Kathleen Hughes**, effective June 30, 2023; educational support personnel leave of absence of **Employee 15413**, for the 2019-20 school year: approve the annual review of Serious Safety Hazard Findings approved by Illinois Department of Transportation: approve as first reading Board of Education Policies 5:10 *Equal Employment Opportunity and Minority Recruitment*; 5:20 *Workplace Harassment Prohibited*; 5:30 *Hiring Process and Criteria*; 5:35 *Compliance with Fair Labor Standards Act*; 5:40 *Communicable and Chronic Infectious Diseases*; 5:60 *Expenses*; 5:70 *Religious Holidays*; 5:80 *Court Duty*; 5:90 *Abused and Neglected Child Reporting*; and 5:100 *Staff Development Program and Professional Opportunities*: approve the accounts payable for bills listed between June 18, 2019 – July 22, 2019 in the following amounts: Educational Fund \$1,052,107.45; O&M Fund \$155,069.55; Debt Service \$121,305.00; Transportation Fund \$114,168.27; total all funds: \$1,442,650.27: approve the accounts payable for bills listed between July 23, 2019 – August 26, 2019 in the following amounts: Educational Fund \$521,762.98; O&M Fund \$202,559.38; Transportation Fund \$68,697.14; Capital Projects \$889,905.00; Tort Fund \$98,988.00; total all funds: \$1,781,912.50: approve the manual checks issued between June 18, 2019 and July 22, 2019 in the following amounts: Educational Fund \$736,401.41; O&M Fund \$204,113.47; Transportation Fund \$4,603.44; Capital Projects \$496,190.00; Tort Fund \$7,352.00; total all funds: \$1,448,660.32: approve the manual checks issued between July 23, 2019 and August 26, 2019 in the following amounts: Educational Fund \$537,940.67; O&M Fund \$9,318.86; Transportation Fund \$8,568.80; total all funds: \$555,828.33.

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.**

## **B. Adopt Annual Budgets**

Mr. Panzica moved, seconded by Mr. Steen, to adopt the Annual Budget for Wilmette Public Schools, Cook County District 39 as presented in the report dated August 26, 2019, reflecting all anticipated revenues and expenditures for a period extending from July 1, 2019 through June 30, 2020.

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.**

Mr. Panzica moved, seconded by Mr. Steen, to adopt the Wilmette Community Special Education Agreement annual budget, as presented in the report dated August 26, 2019, reflecting all anticipated revenues and expenditures for a period extending from July 1, 2019 through June 30, 2020.

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.**

## **C. Adopt the Resolution authorizing a Permanent Interfund Transfer**

Mr. Panzica moved, seconded by Mr. Steen to adopt the Resolution dated August 26, 2019 authorizing a Permanent Interfund Transfer in the amount of \$4,000,000 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, Frank Panzica, Amy Poehling, Mark Steen, Ellen Sternweiler, Erin Stone, Lisa Schneider-Fabes; voting “nay” – none; absent –none:  
**Motion Carried.**

## **CONFERENCE ITEMS**

### **Old Business**

None

### **New Business**

Mr. Steen offered an idea for future consideration that originated from Mr. Cesaretti. He noted in Illinois there is no revenue recapture levy ability so if refunds are distributed to taxpayers who appealed their taxes, the money that could go to education comes out of the District’s pocket. Mr. Cesaretti suggested talking to IASB about proposing a resolution, supporting legislative efforts to allow school districts to have a tax recapture levy. Mr. Cesaretti cited the recent assessment changes that occurred in Cook County and said this would be a timely and beneficial conversation. President Fabes suggested bringing the topic to the next Committee of the Whole meeting.

### **Good and Welfare**

Ms. Stone stopped at a lemonade stand and chatted with McKenzie fourth grade boys who are excited about starting school and especially science class. She thanked the teachers and staff for getting children excited about school.

Mr. Panzica congratulated Dr. Cremascoli on completing the first phase of her transition and her first school board meeting.

Mr. Steen noted Board members received an invitation for a New Trier event being held at the Northfield Campus on September 4<sup>th</sup> & 5<sup>th</sup> about *Digging Deeply into Race and Racism Through the Prism of Our Own Lives Work and Learning*. He noted the seminar cost is \$15 and encouraged people to attend.

Dr. Cremascoli acknowledged and thanked administrators for all of their efforts in welcoming staff and students. She noted how impressive it has been to work with this team of administrators.

The meeting adjourned to executive session at 8:34 p.m. and returned to the regular meeting of the Board of Education at 9:30 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 9:30 p.m. by **General Consent**.

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President

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Secretary