



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES  
March 1, 2018

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*Minutes of the regular meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, held in the Village of Lincolnwood Council Chambers, 6900 North Lincoln Avenue, Lincolnwood, Illinois, on March 1, 2018 at 7:30 PM*

CALL TO ORDER

President Anderson called the Regular Meeting to order at 7:30 p.m. Roll call was taken, and the Pledge of Allegiance was recited:

MEMBERS PRESENT

Scott L. Anderson  
Nathan Cachila  
Kevin Daly  
Elaina Geraghty  
Rupal Mandal  
John P. Vranas

MEMBERS ABSENT

ADMINISTRATIVE TEAM MEMBERS

Dr. Kimberly A. Nasshan  
Courtney Adams  
Scott Grens  
Jennifer Ruttkay

Dr. David Russo  
Chris Harmon  
Christina Audisho

Robert Ciserella  
Erin Curry  
Dominick Lupo

2. AUDIENCE TO VISITORS

None

3. INFORMATION/ACTION: CONSENT AGENDA

(Any member of the Board wishing to vote separately on a Consent Agenda item should request removal of that item from the Consent Agenda.)

a. APPROVAL OF MINUTES

- I. Regular Board Meeting Minutes - February 1, 2018
- II. Closed Session Minutes - February 1, 2018

b. EMPLOYMENT MATTERS

I. NEW EMPLOYMENT

1. **Elisabeth Daoud Elia**, part-time Kitchen staff, Lincoln Hall Middle School, start date February 5, 2018, \$10.46/hour.

II. ADMINISTRATOR RENEWAL OF EMPLOYMENT CONTRACTS

1. **Courtney Adams** (Director of Technology)
2. **Erin Curry** (Assistant Principal-Lincoln Hall)
3. **Scott Grens** (Principal-Rutledge Hall)
4. **Christopher Harmon** (Principal-Todd Hall)
5. **Dominick Lupo** (Principal-Lincoln Hall)
6. **Dr. David Russo** (Assistant Superintendent of Curriculum and Instruction)
7. **Jennifer Ruttkay** (Director of Special Education).

c. POLICY

I. Consent Only - Policies Excluded From 1st Reading for Approval\*

\*These policies are excluded from first reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.

1. Policy 5:10 Equal Employment Opportunity and Minority Recruitment
2. Policy 5:30 Hiring Process and Criteria
3. Policy 6:120 Education of Children with Disabilities
4. Policy 6:140 Education of Homeless Children
5. Policy 6:170 Title I Programs
6. Policy 6:260 Complaints About Curriculum, Instructional Materials, and Programs
7. Policy 8:70 Accommodating Individuals with Disabilities
8. Policy 8:110 Public Suggestions and Concerns

II. 2nd Reading/Adoption of Policies

1. Policy 2:260 Uniform Grievance Procedure
2. Policy 4:15 Identity Protection
3. Policy 4:170 Safety
4. Policy 5:100 Staff Development Program
5. Policy 5:200 Terms and Conditions of Employment and Dismissal
6. Policy 5:90 Abused and Neglected Child Reporting
7. Policy 6:60 Curriculum Content
8. Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
9. Policy 7:260 Exemption from Physical Education
10. Policy 7:275 Orders to Forgo Life-Sustaining Treatment

d. STUDENT TRANSPORTATION

- I. It is the Administrative recommendation and supported by the Finance Committee to amend and extend the student transportation agreement with First Student, Inc. for the years 2018-2019 and 2019-2020 with increases of 3.25% and 2.75% respectively.

e. 2018-2019 STUDENT FEES

- I. It is the Administrative recommendation and supported by the Finance Committee that student fees be maintained at their current level for the 2018 – 2019 school year.

f. 2018 INFINITE CONNECTIONS, INC. CONSULTING SERVICES AGREEMENT

- I. It is the Administrative recommendation and supported by the Finance Committee to renew the fourth extension contractual agreement with Infinite Connections, Inc. in the amount of \$4,400.

g. POWERSCHOOL MAINTENANCE & SUPPORT CONTRACT EXTENSION

- I. It is the Administrative recommendation and supported by the Finance Committee to renew the agreement with PowerSchool for Student Information System maintenance and support in the amount of \$6,403.40.

h. POWERSCHOOL REGISTRATION CONTRACT EXTENSION

- I. It is the Administrative recommendation and supported by the Finance Committee to renew the registration contractual agreement with PowerSchool for the 2018-2019 school year in the amount of \$9,243.22.

i. E-RATE CATEGORY I - AT&T INTERNET SERVICES

- I. It is the Administrative recommendation and supported by the Finance Committee to move the District's Internet service from Cogent (250Mbps) to AT&T (500Mbps) with estimated costs of \$1,790.94 per month and installation cost of \$750.00.

j. E-RATE CATEGORY II - HEARTLAND BUSINESS SYSTEMS, LLC - 15 WIRELESS ACCESS POINTS, LICENSING AND CABLING

I. It is the Administrative recommendation and supported by the Finance Committee to purchase and install 15 additional wireless access points, licensing and cabling at Lincoln Hall, Rutledge Hall and Todd Hall in the amount of \$20,536.55 from Heartland Business Systems, LLC.

k. AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL (RFP) FOR GAS & ELECTRIC SERVICES

I. It is the Administrative recommendation and supported by the Facilities Committee to issue a Request for Proposal (RFP) for Gas & Electric Services.

l. RUTLEDGE HALL CARPET BID RECOMMENDATION

I. It is the Administrative recommendation and supported by the Facilities Committee to accept the base bid from Mr. David's Flooring International, LLC for carpet replacement at Rutledge Hall in the amount of \$62,178.55.

It was moved by Member Vranas and seconded by Member Daly to approve those items on the Consent Agenda as they appear above.

President Anderson submitted the motion to a vote and the following vote was recorded:

*Ayes:* Daly, Cachila, Vranas, Geraghty, Mandal, Anderson

*Nays:*

*Absent:*

Motion passed.

4. UNFINISHED BUSINESS

None

5. NEW BUSINESS

None

6. COMMUNICATION FROM BOARD MEMBERS

a. NTDSE/District 807: **John P. Vranas/Nathan Cachila**

The NTDSE Governing Board met February 8, 2018. The Board has a strategic plan that includes a facilities study and renovation plan for Molloy which was built in the mid-1970's. A RFQ process has begun to establish a new architect to proceed with the plan. The next meeting will be Thursday, March 8, 2018.

The SEED Foundation (which supports NTDSE and the Molloy Education Center) will host a Trivia Night on Saturday, April 28, 2018 at 7 p.m. The public is welcome to support this event. The Lincolnwood School District 74 Board has purchased a table and will compete.

b. IASB (Illinois Association of School Boards): **Nathan Cachila/Elaina Geraghty**

None

c. Finance Committee: **Nathan Cachila/Kevin Daly**

The Finance Committee met on February 15, 2018.

The Committee reviewed the December 2017 Fund Balance Report. Showing the District is in good financial standing.

The Committee supported the Administrative recommendation to enter into the first amendment and extension with First Student, Inc. for bus services for the years 2018-2019 and 2019-2020.

The Committee supported the Administrative recommendation to maintain Student Fees at their current level.

The Committee supported the Administrative recommendation to enter into an agreement with Infinite Connections, Inc. to provide e-rate services.

The Committee supported the Administrative recommendation to renew the agreement with PowerSchool for maintenance and support services.

The Committee supported the Administrative recommendation to renew the agreement with PowerSchool for student registration services.

The Committee supported the Administrative recommendation to move internet services to AT&T. The Committee supported the Administrative recommendation to enter into an agreement with Heartland Business Systems, LLC to purchase and install an additional 15 wireless access points, licensing and cabling in the buildings. The Committee was provided with the bid results of Lincoln Hall Phase III renovation work.

The next Finance Committee meeting will be held on Thursday, March 15, 2018 at 6:30 p.m.

d. Facilities Committee: **John P. Vranas/Elaina Geraghty**

The Facilities Committee met on February 20, 2018.

The Committee supported the Administrative recommendation to go out to bid for Gas and Electric services.

The Committee supported the Administrative recommendation to move forward with additional carpet replacement at Rutledge.

The Committee was provided with an update relative to raising the basketball hoops in the West Gym at Lincoln Hall. Additionally, questions were asked as to the reasons for recent flooding of the Rutledge Hall parking lot. The Committee was assured the drainage system worked as it was designed as the parking lot serves as water retention during severe storms.

The next Facilities Committee meeting will be held on Tuesday, March 20, 2018 at 3:30 p.m. The public is welcome to attend.

e. Policy Committee: **Elaina Geraghty/Rupal Mandal**

The Policy Committee met on Friday, February 16, 2018 and submitted several policies to the March 1, 2018 Board Meeting Consent Agenda. The Committee continues to revise and review the District's Policy Manual.

The next Policy Committee meeting is Monday, March 19, 2018 at 8:45am. The public is welcome.

f. President's Report: **Scott L. Anderson**

The District has a number of activities and events leading up to spring break, which starts on March 23, 2018.

The next Board of Education meeting will be held on Wednesday, April 4, 2018 at 7:30 p.m. in the Marvin Garlich Administration Center.

The Lincolnwood School District 74 Board of Education announced on Wednesday, February 28, that a Board member resigned. The Board has begun the process to fill the open seat. Applications are available on-line, at each school office and in the Administration building. Applications need to be completed by Monday, March 12, 2018 at 4:00 p.m. All applicants will be interviewed by the Board of Education on either March 19 or March 20, 2018. The Board of Education will make their appointment at the April 4, 2018 Board of Education meeting. The new Board member will serve until the April 2019 election.

## 7. COMMUNICATION TO THE BOARD OF EDUCATION

a. PTA (Parent Teacher Association): **Courtney Tucker (President)**

Family Bingo Night was rescheduled for Friday, March 16, 2018, 6:30-8:00 p.m. and has 287 family members pre-registered. The PTA is looking for volunteers to assist, please watch for the Sign-Up Genius.

March Dinner Night will be held at Corner Bakery (Touhy and Carpenter Roads) from 7:00 a.m.-9:00 p.m.

School supply kits have been confirmed with Shane's Office Supply, the option to order will be available when registration begins March 2018.

The Illinois PTA has partnered with MemberHub, an on-line communications platform. The PTA is working to implement this new system in the District.

The John Cahill Community Service Scholarship applications are due Friday, March 9, 2018. The next PTA meeting will be Tuesday, March 13, 2018 in Rutledge Hall at 6:30 p.m.

b. LTA (Lincolnwood Teacher Association): **Stephanie Shortell/Jamie Schremser (Co-Presidents)**  
None

- c. LSSU (Lincolnwood Support Staff Union): **Carol Krikorian (President)**  
None

8. SUPERINTENDENT REPORTS

- a. Superintendent's Report: **Dr. Kim A. Nasshan**

All staff are working diligently to help students enter their third trimester with strong momentum to reach their goals. Beginning Friday, March 2, 2018 a Sign-Up Genius will be available to all parents for upcoming Portfolio Nights.

Summer School 2018 registration will begin for District families on Friday, March 2, 2018 at 9 a.m. and for out of district families on Friday, March 9, 2018.

In preparation for registration for the 2018-2019 school year, InfoSnap codes will be emailed to District families on Monday, March 12, 2018.

- b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David Russo**

- I. INFORMATION/ACTION: Pre-K-5 Math Curriculum and K-8 Math Intervention Adoption  
It is the Administrative recommendation and supported by the Math Teacher Curriculum Committee to approve the Pre-K-5 Math Curriculum and K-8 Math Intervention Proposal for \$104,781.10, as presented.

A report was provided outlining the selection process used by the Administration and Math Teacher Curriculum Committee to bring this recommendation to the Board.

It was moved by Member Vranas and seconded by Member Geraghty to approve the Pre-K-5 Math Curriculum and K-8 Math Intervention Proposal for \$104,781.10, as presented.

President Anderson submitted the motion to a vote and the following vote was recorded:

*Ayes:* Daly, Cachila, Vranas, Geraghty, Mandal, Anderson

*Nays:*

*Absent:*

Motion passed.

- c. Business and Operations, Business Manager: **Robert Ciserella**

- I. Finance Report - December 2017

The Board was presented with a summary of the December 2017 Finance Report. President Anderson asked and received confirmation from Robert Ciserella that Lincoln Hall Phase II bills are paid in their entirety after the approval of the March 1, 2018 Bills Payable.

- II. Bills Payable in the Amount of \$1,054,655.35

**Bills Reviewed this month by: Member Vranas and Member Geraghty**

It was moved by Member Geraghty and seconded by Member Vranas approve invoices and bills in the amount of \$1,054,655.35.

President Anderson submitted the motion to a vote and the following vote was recorded:

*Ayes:* Daly, Cachila, Vranas, Geraghty, Mandal, Anderson

*Nays:*

*Absent:*

Motion passed.

9. AUDIENCE TO VISITORS

None

**10. RECESS INTO CLOSED SESSION**

At 7:49 p.m., it was moved by President Anderson and seconded by Member Daly that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purpose of 5 ILCS 120/2(c)(1) - *The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity.*

President Anderson submitted the motion to a vote and the motion passed by voice vote.

**11. ADJOURNMENT**

It was moved by Member Daly and seconded by Member Mandal to adjourn the regular meeting of the Lincolnwood School District 74 Board of Education.

President Anderson submitted the motion to a vote and the motion passed by unanimous voice vote at 8:11 p.m.

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Scott L. Anderson, President

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John P. Vranas, Secretary