



PROSPECT HEIGHTS SCHOOL DISTRICT 23

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Grodsky Administration Center 7:00 p.m. June 12, 2025

<u>Members Present</u> Rebecca McClaney, President Spencer Long, Vice President Carol Botwinski, Secretary Brian Greidanus Tracey Morrissey Mari Lynn Peters	<u>Members Absent</u> Brynn Nordmark
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<u>CALL TO ORDER</u>	Becky McClaney, Board President, called the meeting to order at 7:00 p.m.
<u>ROLL CALL</u>	PRESENT: Mrs. Botwinski, Mr. Greidanus, Dr. Long, Mrs. McClaney, Mrs. Morrissey, Mr. Nordmark, and Mrs. Peters. ABSENT: Mr. Nordmark ALSO PRESENT: Dr. Craig Curtis, Assistant Superintendent of Teaching and Learning, Mrs. Amy McPartlin, Assistant Superintendent for Finance and Operations ABSENT: Dr. Angelaccio and Dr. Sroka
<u>PLEDGE OF ALLEGIANCE</u>	We were led in the Pledge of Allegiance by the American Legion Award recipients.

<p><u>RECOGNITION OF VISITORS AND PARTICIPATION</u></p>	<p>Marisol Perez and Allison Brown expressed gratitude as being awarded the Food service bid.</p>
<p><u>COMMUNICATIONS</u></p>	<p><u>Committee Appointments</u> Mrs. McClaney provided a memo with the committee assignments for the next term.</p> <p><u>Recognition of Retirees</u> We congratulated the following individuals on their retirement and thank them for their years of dedicated service to District 23.</p> <p>Marlys Jenkins - 44 years Kim Brunner - 26 years Jill Birschbach - 22 years Amy Rozner - 20 years</p> <p><u>D23 PTO Goals 2025-26</u> Mrs. McPartlin shared a memo provided by the PTO Board which gave an overview of a successful school year and information on their priorities for the coming year.</p> <p><u>Triple I Joint Annual Conference November 21-23, 2025.</u> Administration and Board members that plan to attend have been registered.</p> <p><u>Prospect Heights 4th of July Parade</u> District 23 will walk in the Prospect Heights Parade on July 5th at 10:30 am.</p>
<p><u>COMMITTEE REPORTS</u></p>	<p><u>Building and Sites</u> Mrs. Botwinski reported that there was discussion on the Summer 2025 work, including refinishing of the MacArthur gym floor, an update on the Ross Sullivan Garden and the additional concrete work done by Patriot Paving. There was also discussion on the Fire rated doors that need to</p>

be installed in the Grodsky basement.

Finance

Mrs. Peters reported that there was discussion on financial planning, mainly the additional refinancing options and the varying terms of repayment and options for additional debt capacity. There was discussion on the technology plan including the remaining proposals for the FY26 budgeted technology needs. There was a recommendation for the Food Service RFP and a proposed increase for lunch fees for the upcoming school year. There was discussion on the Workers Compensation Insurance Renewal and the monthly reporting to the Board.

NSSEO

Mrs. Botwinski reported that there was one shooting star that was recognized at the meeting. Molly Dune discussed “wrapping up a year of growth and progress at NSSEO” which was part of the continuous improvement plan. There was discussion on NSSEO events such as the Kirk Marketplace, the Miracle on Miner Block Party, and the Timber Ridge annual scholarship outing. An update was provided on the Kirk HVAC repair. The Board elected officers, a vote was taken as there were more people interested than positions. There was a recap of all the graduation ceremonies. Dr. Schnoor announced the creation of a new dashboard which will launch in August. The amended budget and budget were approved. The superintendents agreed to continue to meet monthly. NSSEO is looking for a facilities assessment group to help determine their needs as the Miner lease is expiring in two years.

POLICY

Mrs. Morrissey reported that most policies from Press 118 will be adopted as presented. There is one new policy,

	<p>7:255 that provides support and protection to students that are parents. There were Title IX changes that have language that will revert back to the terminology that was in place in 2020. There was discussion on a policy that will be developed to put guidelines in place for the use of Artificial Intelligence.</p> <p><u>COMMUNITY RELATIONS</u></p> <p>Mr. Greidanus reported that the district will be using Jenny Quinn to help with two community newsletters for the next school year. Family Fest has been set for September 12. A sign up form will be developed for all of our events, to encourage volunteers to help support them.</p>
<u>CONSENT AGENDA</u>	<p>The Consent Agenda included the approval of the minutes from the two Regular Meetings on May 8th, the Regular Meeting and the Executive Session on May 10th, and the Personnel Report.</p> <p>Motion to approve the consent agenda as presented. This motion, made by Dr. Long and seconded by Mr. Greidanus, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Nordmark</p>
<u>FINANCIAL REPORT</u>	<p>Board member Nordmark reviewed and approved the vouchers this month.</p> <p>Motion to approve the Financial Report as presented. This motion, made by Mr. Greidanus and seconded by Mrs. Morrissey, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea</p>

	<p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Nordmark</p>
<p><u>SUPERINTENDENT'S REPORT</u></p>	<p><u>Finance and Facilities</u></p> <p>There has been continued Community engagement around early learner expansion, full-day kindergarten, Early Childhood, and safety and security. Over the past several months, the administration has been working with our partners to develop a range of options to address ongoing financial and facility needs. As a follow-up to conversations in the Finance Committee, the presentation that was shared provides an overview of the needs, funding options, solutions, and next steps for the Board to consider in addressing Full-Day Kindergarten, facility maintenance needs, and sustainable financing. The Board provided direction to the Administration to bring a resolution to the July meeting to issue bonds to refinance existing debt.</p> <p><u>Enrollment and Staffing Update</u></p> <p>Recruit, develop, and retain highly qualified, diverse, professional staff and leaders.</p> <p>Implement and consistently monitor a sustainable long-range financial plan that includes instruction, professional growth, technology, and facilities.</p> <p>Dr. Angelaccio has provided a memo to update the Board on enrollment and staffing needs.</p> <p><u>Board of Education Agreements</u></p> <p>Provide a variety of professional development and coaching opportunities to support adult learning and growth.</p> <p>During the May 10, 2025 Governance Team workshop, the Board updated their expectations and agreements. The revised summary document is presented for formal approval.</p> <p>Motion to approve the Communications Expectations and Board Agreements developed during the Board Self-evaluation workshop as presented. This motion,</p>

	<p>made by Mrs. Peters and seconded by Mr. Greidanus, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Nordmark</p> <p><u>Change of July Meeting Date</u></p> <p>The July Board of Education Meeting date was initially published as July 10. The new proposed date is Monday, July 7.</p> <p>Motion to approve the new Board of Education July meeting date of July 7th. This motion made by Dr. Long and seconded by Mrs. Peters, passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Nordmark</p> <p><u>Technology Plan</u> <u>Proposals for FY2026 Projects</u> Implement and consistently monitor a sustainable long-range financial plan that includes instruction, professional growth, technology, and facilities.</p> <p>As shared in the May and June Finance Committee meetings, three remaining proposals for FY26 budgeted technology needs are attached for the Board's review and approval. This work will take place over the summer. In most instances, multi-year agreements have been negotiated, resulting in additional savings over the life of the contract.</p>
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FY26 Sentinel Cisco Webex Calling Phone Server Replacement Proposal

Motion to approve the phone server replacement and five year license and service contract with Sentinel in the amount of \$56,269 for the initial year. Subsequent years to be billed at a cost of \$18,824. This motion, made by Mrs. Peters, and seconded by Dr. Long, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Nordmark

FY26 Final Singlewire 3-Year Contract

Motion to Approve the three year contract for InformaCast Emergency Alerts and Singlewire Visitor Aware in the amount of \$32,576. This motion, made by Mrs. Peters, and seconded by Dr. Long, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Nordmark

FY26 Empist Server Replacement

Motion to approve the proposal for computer server replacements to Empist LLC in the amount of \$14,091. This motion, made by Mrs. Peters, and seconded by Dr. Long, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Nordmark

Award of Food Service RFP to Organic Life, LLC
Explored extended-term, cooperative procurement, and shared service opportunities to identify potential for cost savings.

The administration's recommendation for the award of the Food Service Management RFP has been included for review. Following Board approval, the Step 3 paperwork will be submitted to ISBE for final approval and implementation in the 2025-26 school year.

Motion to award the contract for Food Services to Organic Life, LLC for the 2025-26 school year in the approximate amount of \$409,792. This motion, made by Mrs. Peters, and seconded by Dr. Long, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Nordmark

2025-26 Student Lunch Fees
Implement and consistently monitor a sustainable long-range financial plan that includes instruction, professional growth, technology, and facilities.

Following approval of the new Food Service Management agreement, the administration is making a recommendation for an increase in the 2025-26 student lunch fees as proposed in the attached summary.

Motion to approve the lunch fees for the 2025-26 school year as presented. This motion, made by Mrs. Morrissey, and seconded by Dr. Long, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

	<p>Absent: Nordmark</p> <p><u>Workers Compensation Insurance Renewal</u> Implement and consistently monitor a sustainable long-range financial plan that includes instruction, professional growth, technology, and facilities.</p> <p>Administration is making a recommendation to accept the renewal for Workers' Compensation Insurance Coverage with the School Employees Loff Fund (SELF) for the 2025-26 school year as presented.</p> <p>Motion to approve the Workers' Compensation annual renewal with the School Employees' Loss Fund in the amount of \$58,635. This motion, made by Mrs. Peters, and seconded by Dr. Long, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, and Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Nordmark</p>
<p><u>NEW BUSINESS</u></p>	<p><u>NEW BUSINESS</u></p> <p><u>Press Policy 118</u> PRESS Policy Volume 118 was presented tonight for 1st reading. The committee met and recommended adopting as presented. The three most pertinent items are:</p> <p>7:255 Which is a new policy to provide supports and protection to Students who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence and defines these students explicitly in multiple policy updates.</p> <p>Title IX Changes revert some language back to the terminology in place in 2020.</p> <p>An optional component of policy that requires the District</p>

	<p>to develop guidelines for the use of Artificial Intelligence (AI), provide monitoring and secure use of AI tools, and professional development for staff.</p> <p>Policy 2:265 Title IX Grievance Procedure Policy 4:15 Identity Protection Policy 4:80 Accounting and Audits Policy 5:10 Equal Employment Opportunity and Minority Recruitment Policy 5:20 Workplace Harassment Prohibited Policy 5:60 Expenses Policy 5:100 Staff Development Program Policy 6:150 Home and Hospital Instruction Policy 6:235 Access to Electronic Networks Policy 7:10 Equal Educational Opportunities Policy 7:20 Harassment of Students Prohibited Policy 7:60 Residence Policy 7:70 Attendance and Truancy Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment Policy 7:185 Teen Dating Violence Prohibited Policy 7:190 Student Behavior (formerly known as Student Discipline) Policy 7:200 Suspension Procedures Policy 7:210 Expulsion Procedures Policy 7:250 Student Support Services Policy 7:255 Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence Policy 2:260 Uniform Grievance Procedure Policy 7:270 Administering Medicines to Students Policy 7:310 Restrictions on Publications; Elementary Schools Policy 7:340 Student Records</p> <p><u>Semi-Annual Review of Executive Session Minutes</u> According to Board Policy 2:220, the Board must conduct a semi-annual review of Executive Session Minutes, and also review audio recordings of closed meetings to</p>
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	<p>determine whether:</p> <p>(1) there continues to be a need for confidentiality, or (2) the recordings no longer require confidential treatment and are available for public inspection.</p> <p>Additionally, after 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved its destruction. The Board's past practice has been to appoint the Secretary to review these minutes in a meeting with the Superintendent and make a recommendation at the following Board meeting.</p> <p>Motion to appoint Carol Botwinski, Board Secretary, to conduct the semi-annual review of Executive Session minutes.</p> <p>This motion, made by Mrs. Peters and seconded by Mrs. McClaney, Passed.</p> <p>Carol Botwinski: Abstain, Brian Greidanus: Yea, Spencer Long: Yea, Becky McClaney: Yea, Tracey Morrissey: Yea, Brynn Nordmark: Yea, Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 1</p> <p>Absent: Nordmark</p>
<u>ADJOURN</u>	<p>Motioned by Dr. Long, seconded by Mrs. Peters to adjourn the meeting at 9:13 p.m. The motion passed by a voice vote of 6 Ayes (Botwinski, Greidanus, Long, McClaney, Morrissey, and Peters.) 0 Nays.</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: No one</p>

Board President

Board Secretary