

Wood Dale School District 7 Board of Education
543 N. Wood Dale Rd. • Wood Dale, Illinois
Regular Meeting • Thursday, December 20, 2018 • 7:00 p.m. • Board Room

MINUTES

ROLL CALL/QUORUM/PLEDGE OF ALLEGIANCE

Vice-President Cox called the meeting to order at 7:00 p.m. and he directed the secretary to call the roll. Upon roll call the following members answered present: Botello, Cox, Daniels, Fletcher-Gomez, Lange, Petrella, and Woods.

Mr. Petrella joined open session via telephone conference.

Absent members: None.

Also present were: Dr. John Corbett, Superintendent; Dr. Merri Beth Kudrna, Curriculum Director; Mr. Steve Wilt, Business Manager; Mrs. Shelly Skarzynski, Principal; Mr. Al Buttimer, Principal; Mr. Tim Shermak, Principal; Mrs. Elvia Villalobos, Principal; Ms. Cristina Montano, Administrative Secretary; staff, and community members.

NOTICES AND COMMUNICATIONS

- **Strive for Excellence Award** - The Board recognized the parents, community members & staff who participated as members of the planning committee for the Oakbrook KaBoom Project.
- **Freedom of Information Request** - During the last month the Board received one FOIA request from SmartProcure, requesting information regarding copies of purchase orders. The administration complied with the request within the required timeline.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION - It was moved by Mr. Woods and seconded by Mrs. Daniels that the Board enter into executive session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and pending litigation.

Roll call vote: Yeas – Botello, Daniels, Lange, Fletcher-Gomez, Woods, Cox, and Petrella.
Nays – none. Motion carried.

The Board went into closed session at 7:13 p.m.

The Board came out of closed session at 7:25 p.m.

APPROVAL OF CONSENT AGENDA INCLUDING MINUTES, FINANCIAL REPORTS AND PERSONNEL REPORT

1. Approved Regular Board Meeting Minutes for November 15, 2018 and Closed Session Meeting Minutes for November 15, 2018.
2. Approved Treasurer's Report for November 2018.
3. Approved Budget Status Report for November 2018.
Approved Payroll for November 2018 and bills for December 2018 as summarized herein:

Payroll	11/18	\$ 718,905.63
Bills Payable	12/18	<u>\$ 387,007.55</u>
Totals		\$1,105,913.18
4. Approved Personnel Report for the month of December, 2018.
 - a. **Employment** – ratified the employment of **Cristina Garcia**, ELL Paraprofessional @ JH and **Dallas Shelton**, Paraprofessional @ JH effective December 20, 2018.
5. Approval of Wood Dale Junior High's Work Plan and Illinois Quality Framework Rubric.

It was moved by Mr. Lange and seconded by Mrs. Botello that the Board approve the consent agenda for the month of December, 2018.

Roll call vote: Yeas – Woods, Botello, Cox, Petrella, Daniels, Lange, and Fletcher-Gomez.
Nays – none. Motion carried.

SUPERINTENDENT'S REPORT

- A. **Enrollment Status Report** – Dr. Corbett provided the Board with a report on the current enrollment.
- B. **Proposal for Summer School 2019 (Board Goal 1)** – Dr. Corbett reviewed the summary of the proposed 2019 summer school program. The administration will request Board approval of the summer school program in January. The administration will then begin distributing information to families and recruiting teachers for summer school.

- C. **Draft of 2019/20 School Calendar** – Dr. Corbett provided the Board with a draft copy of the recommended calendar for the 2019/20 school year. He informed the Board that he solicited input from the staff prior to developing the calendar. He heard back from two teachers. The Board was informed that this draft will be shared with the community and staff for feedback. The draft will remain posted on the website for further comment. Dr. Corbett will bring a second draft back to the Board in January and make a final calendar recommendation to the Board at the February meeting.
- D. **Portrait of a Graduate Update (Board Goal 2a)** – Since the November Board meeting, Dr. Corbett met with the Superintendents from Bensenville & Fenton. They continue to work on a timeline to complete the Portrait of a Graduate project by May of 2019. They intend to finalize the timeline during a meeting scheduled for January 7th. Dr. Corbett provided the Board with a complete report.
- E. **Westview Kaboom Grant Update (Board Goal 3d)** – On December 5th the Westview grant team had their first phone call with KaBoom! It went well and the Westview proposal has been advanced to the next level. Dr. Corbett provided the Board with a report.
- F. **Pancake Breakfast 2019 (Board Goal 2a)** – The Education Foundation and the junior high PTO will be collaborating on a pancake breakfast scheduled for February 10th. Dr. Corbett provided the Board with a report.
- G. **Review of Fiscal Year 2018 Annual Financial Report & Audit** - The AFR/Audit was completed by the auditor and reviewed with Mr. Wilt and Dr. Corbett. A hard copy of the AFR/Audit was delivered to the home of each Board member on Wednesday December 12. Mr. Wilt provided the Board with a summary of the AFR/Audit and answered questions.
- H. **Monthly Financial Update** – Mr. Wilt provided the Board with a detailed report regarding the financial status of the District. His report also included information regarding the district's paper reduction programs.
- I. **Informational Items and Communications** – Notices and dates to remember were provided regarding upcoming school district events.
 - Monday, December 24 - Winter Break Begins
 - Tuesday, January 8 - Classes Resume
 - Monday, January 21 - Martin Luther King Day – No School
 - Thursday, January 17 - School Board Meeting – 7:00 p.m.

It was moved by Ms. Fletcher-Gomez and seconded by Mrs. Daniels that the Board approve the Superintendent's Report for the month of December, 2018. After a voice vote Vice-President Cox declared the motion carried.

COMMITTEE REPORTS

- A. **Finance Committee** - The Finance Committee (Mr. Cox, Mrs. Daniels & Mr. Petrella) met on November 15th and December 20th. Mr. Woods and Mr. Gonzalez also attended the meetings to provide their technical expertise. The agenda focused on updating the Board finance goals, including the selection of an energy savings contractor. Mr. Wilt and Dr. Corbett provided a report summarizing the committee's research, discussions and the recommendations for:
 - 1. School Fees 2019/20
 - 2. Maintenance & Improvement Projects 2018/19 (**Board Goal 3d**)
 - 3. Energy Savings Contractor (**Board Goal 3c**)
- B. **Community Curriculum Advisory Committee (Board Goal 1)** - On November 28th, Dr. Kudrna hosted the first Community Curriculum Advisory Council Meeting of the year. A number of curriculum items were discussed including: Updating the Standards Based reporting system. Mrs. Botello was in attendance representing the Board of Education. Dr. Kudrna provided a report.

ACTION ITEMS

- 1. **Approval of Fiscal Year 2018 Annual Financial Report & Audit** - It was moved by Mr. Lange and seconded by Mrs. Daniels that the Board approve the Fiscal Year 2018 District 7 Annual Financial Report & Audit prepared by auditor, Mathieson, Moyski & Austin.

Roll call vote: Yeas – Lange, Fletcher-Gomez, Woods, Cox, Petrella, Botello, and Daniels.

Nays – none. Motion carried.

- 2. **Approval of Letter of Intent** - It was moved by Mr. Woods and seconded by Mrs. Botello that the Board approve a letter of intent with Control & Technology Solutions (CTS) to authorize the administration to begin negotiations regarding the completion of select energy savings projects.

Roll call vote: Yeas – Daniels, Cox, Lange, Petrella, Fletcher-Gomez, Woods, and Botello.

Nays – none. Motion carried.

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3. **Approval of Superintendent's Salary 2018/19** - It was moved by Mr. Lange and seconded by Mrs. Botello that the Board approve the 2018/19 salary for the Superintendent as discussed in closed session.

Roll call vote: Yeas – Lange, Daniels, Woods, Fletcher-Gomez, Petrella, Botello, and Cox.

Nays – none. Motion carried.

ADJOURNMENT: It was moved by Mr. Woods and seconded by Mrs. Botello that the meeting be adjourned. After a voice vote Vice-President Cox declared the motion carried.

The meeting adjourned at 8:40 p.m.

Joe Petrella, President

Araceli Botello, Secretary