

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Administration Building 7:00 p.m.– 9:46 p.m. December 20 , 2017

Members Present:

Kristin Violante, Presiding Officer

Jon Buralli

Vipul Dedhia

Mary Lenzen

Michael Rak

Absent:

David Negron

Mark Mirabile

ROLL CALL AND VISITORS

Present with Superintendent Dave Palzet were staff members Erika Sawosko, Catherine Chang, Jennifer Ban, Debbie Lubeck, Kathleen Tomei, Griffin Sonntag, and Karyn Lisowski; and Susan Jones from Miller, Cooper.

PLEDGE OF ALLEGIANCE

A group of fifth grade students, whose work was highlighted on the display boards, led the pledge of allegiance. The students also made cookie creations for the Board members.

MOTION NO. 9
Tax Levy Open

Motion by Buralli, seconded by Dedhia, that the Board of Education declares the tax levy hearing open at 7:03 p.m. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

In her presentation to the Board, Business Manager Catherine Chang stated that based on the 2017 CPI figures, residents can expect an average 2.1% increase in property tax extensions for District 107 school operations. For 2016, there had been 3,596,559 million in new property within the district. There were no public comments.

MOTION NO. 10
Tax Levy Closed

Motion by Rak, seconded by Lenzen, that the Board of Education declares the tax levy hearing closed at 7:11 p.m. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

ACTION NO. 11
Tax Levy Adoption

Motion by Rak, seconded by Buralli, that the Board of Education adopts the 2017 tax levy as presented in the public hearing and authorizes the President and Secretary of the Board to sign all appropriate documents. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

ACTION NO. 12
Tax Levy Resolution

Motion by Rak, seconded by Dedhia, that the Board of Education adopts a Resolution approving to proportionately reduce each fund where the levy exceeds the tax cap limitations. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

ACTION NO. 13
Consent Agenda

Motion by Lenzen, seconded by Rak, that the Board of Education approve the consent agenda consisting of: regular meeting minutes of November 15, 2017; closed session meeting minutes of November 15, 2017; payment of November payroll/December warrants; 5:120 *Employee Ethics; Conduct; and Conflict of Interest*; and December 2017 Personnel Report consisting of the resignation of elementary speech/pathologist Lacey Peters effective December 8, 2017, elementary instructional aide Alejandria Alanis effective December 1, 2017; hiring of Alex Blomarz as middle school band teacher effective December 1, 2017. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

REPORTS AND DISCUSSION ITEMS

Strategic Blueprint

Superintendent Palzet provided the Board with an update on the staff and administration's progress in completing the action steps laid out in the district's [Strategic Blueprint](#). One of these highlights is a library tour conducted by a committee of parents, teachers, students, and administrators. They visited local libraries to see and imagine renovating our libraries to be 21st century learning spaces. Additionally, the district hosted several staff study groups to help teachers better understand how to implement the Growth Mindset into their classrooms. Finally, in an effort to provide a differentiated learning experience for our students, ELA teachers at the middle school participated in on-site professional development in the writer's workshop model of writing instruction. All these activities support the successful completion of our Strategic Blueprint goals which are Building Learning Capacity, Building Learning Environments, and Building Human Capital.

Audit Report

To ensure that our business and financial practices meet the current best practices and standards of accounting, the district engages an independent auditor to review our financials and business practices. The audit revealed that our practices and procedures are aligned with best practice, and we should continue with many of our current practice. The one recommendation made was for management to consider developing or enhancing its data security risk management plan. These enhancements will be made prior to next year's audit.

ACTION NO. 14

Audit Report

Motion by Buralli, seconded by Lenzen, that the Board of Education approve the acceptance of the FY17 audit report as presented by Susan Jones of Miller, Cooper and Co. Ltd. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

School Safety Review

Student and staff safety is the district's number one priority. As such, the administration provides an annual update to the Board on our school safety efforts and crisis preparedness.

Dr. Palzet informed the Board on the procedures for admitting and managing visitors in the school, safety drills held at both schools, recommendations from our first responders, and the improved traffic pattern at the elementary school. School safety will be a priority of next year's action steps as part of our Strategic Blueprint. The district plans to focus and investigate ways to improve pick-up/drop-off at the middle school, improved visitor management, implementation of an electronic crisis manual, a streamlined method for students to report bullying, and an improvement to our security regarding volunteers in our schools.

Review of Fees

Registration fees help offset the cost of the programs that we deliver to students. Dr. Palzet reviewed the proposed fees for the 2018-19 school year. The fees included an annual 2% increase to the cost of our Bright Beginnings preschool program to offset the increases based on inflation and increases to the cost of staff. Even with a 2% increase to our preschool, our total costs are lower than private preschools 3- and 5-day programs. The administration also proposed consolidating multiple fees at the middle school into a single registration fee. The goal of this change is to simplify the process for parents and gain efficiencies in our business office. The fee schedule will be voted on at the January Board of Education meeting.

Residency Verification

At the May 17, 2017 Board of Education meeting, the Board directed the administration to continue the residency verification program to verify the residency of families with students entering fifth grade. Over the course of last spring and summer, roughly 25% of the district's families' residency was verified. Based on feedback from the administration, the Board directed the administration to continue to check residency on new students as well as families with a child entering fifth grade. More information about residency verification will be sent to parents during the student registration period.

Preliminary Discussion of Service Provider Contracts

Each year, the administration makes recommendations to the Board of Education regarding our major contracts. These contracts include transportation, nighttime custodial service, food service, and auditing services. The administration recommended extending the district's transportation, custodial, food, and auditing services.

Review Board Policy 5:20 Workplace Harassment Prohibited; Students (sec. 7) and Community Relations (sec. 8) Board Policies

Each month the Board reviews its policies to ensure that the current policy reflects the current realities of running a school district. This month the Board reviewed *Workplace Harassment Prohibited* (5:20), *Students* (sec.7), and *Community Relations* (sec. 8). There were no recommended changes to section 8. These policies will be on the January Consent Agenda for approval.

NEXT AGENDA

Items submitted for the January agenda include:

5 year Financial Projections; Mid-year Review of Non-tenured Teachers and Administrators; Abatement of Bonds; Approve District Fees; Approve Board policy 5:20, Students (sec. 7), and Community (sec. 8) Board policies; Preliminary Review of District Calendar; Declassify Selected Closed Session Minutes; and Gilbane Settlement Agreement.

ACTION NO. 15**Closed Session**

Motion by Rak, seconded by Lenzen, that the Board of Education go into closed session at 8:13 p.m. to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employees to the District; and Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the findings shall be recorded and entered into the closed meeting minutes; and student disciplinary issues. Motion carried by a roll call vote of 5 ayes (Buralli, Dedhia, Lenzen, Rak, Violante) absent – Negron, Mirabile.

The Board came out of closed session at 9:45 p.m.

ADJOURNMENT

Motion by Lenzen, seconded by Violante, that the regular meeting adjourns at 9:46 p.m. Voice vote. Motion carried.

App. ___ President _____ Secretary _____