

**Board of Education 7 Regular Meeting  
 Thursday, November 21, 2024 at 7:07 p.m. - Boardroom**

**MINUTES**

**I. CALL TO ORDER**

**II. ROLL CALL/QUORUM/PLEDGE OF ALLEGIANCE**

President Petrella called the meeting to order at 7:07 p.m. and he directed the board clerk to call the roll. Upon roll call the following members answered present: Miljkovic, Petrella, Botello, and Cox.

Absent members: Woods, Fletcher-Gomez, and Papadopoulos.

Also present were: Dr. John Corbett, Superintendent; Dr. Joe Bailey, Business Manager; Mrs. Elvia Villalobos, Curriculum Director, Ms. Cristina Montano, Board Clerk; Mr. Joe Krause, Principal; Mr. Al Buttimer, Principal; Dr. Theresa Ulrich, Principal; Mrs. Melissa Favata, Mr. Gus Gonzalez, Supervisor of Buildings & Grounds, Mrs. Pam Wawczak, Transportation Coordinator, and Mrs. Christina Feeley, Assistant to Business Manager.

**III. NOTICES AND COMMUNICATIONS**

- A. Freedom of Information (FOIA) Requests** - The Board received no FOIA requests this month.
- B. Strive for Excellence Recognition** - The Board recognized Ms. Cristina Montano, Mrs. Christina Feeley & Mrs. Pam Wawczak for consistently going above and beyond in their roles. Special note was taken of their extra efforts over the last 9 months while the district office has experienced several personnel changes.

**IV. PUBLIC COMMENT**

There were no public comments from the audience.

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

**1. Approval of Minutes**

- a. Regular Board Meeting Minutes November 21, 2024
- b. Closed Session Meeting Minutes November 21, 2024
- c. Special Board Meeting Minutes December 5, 2024
- d. Special Board Meeting Closed Session Minutes December 5, 2024
- e. Special Board Meeting Minutes December 6, 2024
- f. Special Board Meeting Closed Session Minutes December 6, 2024

**2. Approval of Financial Reports**

- a. Treasurer's Report for November 2024
- b. Budget Status Report for November 2024
- c. Bills Payable for December 2024
- d. Approved Payroll for November 2024 and bills for December 2024 as summarized herein:

|               |       |                      |
|---------------|-------|----------------------|
| Payroll       | 11/24 | \$ 855,780.84        |
| Bills Payable | 12/24 | \$ <u>629,593.01</u> |
| Totals        |       | \$1,485,373.85       |

**3. Approval of Personnel Report for the Month of December 2024**

- a. Employment - Ratified the employment of **Kamilla Wielgat**, Paraprofessional @ OB; **Perla Rodriguez Cruz**, Evening Custodian @ Oakbrook, **Garret Koukol**, Lunch Supervisor @ WV effective 11/21/24.
- b. Resignation - Accepted the resignation of **Pedro Carteno**, P/T Custodian @ JH effective 12/13/24; **Dean Constantopoulos**, Computer Technician @ DO effective 12/6/24; and **Gloria Kari**, Teacher @ OB effective last day of teacher attendance June of 2025.
- c. Retirement - Accepted the request for retirement from **Jane Wiggin**, Paraprofessional @ OB effective last day of teacher attendance.

**4. Approval of Concussion Oversight Team Per Policy 7:305**

It was moved by Mr. Cox and seconded by Mrs. Botello that the board approve the consent agenda for the month of December, 2024.

Roll call vote: Yeas – Botello, Miljkovic, Cox, and Petrella.  
 Nays – None. Motion carried.

**VI. SUPERINTENDENT'S REPORT** - Dr. Corbett noted the audit report was previously distributed to all board members to review. The auditor was unable to attend the November and December meetings as planned and Dr. Corbett asked if the Board wished to have the auditor attend the January meeting or to proceed with approving the audit report in Action Items. The board members reviewed the memo provided by the auditor and agreed to proceed with the approval of the audit on the regular agenda.

- A. Enrollment Status Report** - Dr. Corbett provided up to date enrollment information.
- B. Presentation of 2024 Audit** - A memo from Mr. Chris Scalet, the lead auditor from Evans, Marshall & Pease, was provided to the board with a summary of the 2024 audit. This was in lieu of an in person report from Mr. Scalet.
- C. Present Draft of 2025/26 School Calendar** - Dr. Corbett provided the board with a copy of the administration's draft of the 2025/26 school calendar and requested input. This draft was developed after input was solicited from the staff. The Board will be asked to vote on the final calendar in January.
- D. Honorary Naming of Building or Facility**- The Board discussed naming a building or a room in the memory of deceased board members, Mrs. Marilyn Daniels and Mr. Carl Lange. It was decided unanimously that the Gym @ Westview School be named after Mr. Carl Lange and the District Office Boardroom be named after Mrs. Marilyn Daniels. This action item will be included on the January, 2025 board agenda.
- E. Monthly Financial Update** - Dr. Bailey provided the board with a detailed report regarding the financial status of the District.
- F. Informational Items & Communications** - Notices and dates to remember were provided regarding upcoming school district events.
  - ❖ Monday, December 23rd through January 3rd - Winter Break
  - ❖ Monday, January 6th - Teacher Institute Day - No School
  - ❖ Tuesday, January 7th - Classes Resume
  - ❖ Monday, January 20th - Martin Luther King Day – No School
  - ❖ Thursday, January 16th - School Board Meeting 7:00 p.m.

**VII. COMMITTEE REPORTS**

- A. Policy Committee** - The Policy Committee met on December 9th and discussed the revisions and review of numerous policies. They recommended the Board approve the first reading of all these revisions this evening. Copies of all these changes have been provided to the Board. Mrs. Botello and Dr. Corbett provided a report.

**VIII. ACTION ITEMS** - President Petrella noted that the Board would proceed to vote on the acceptance of the audit report in absence of the auditor's presentation.

- 1. Approval of 2024 Audit** - It was moved by Mrs. Botello and seconded by Mrs. Miljkovic that the Board approve the 2024 audit.

Roll call vote: Yeas – Petrella, Miljkovic, Botello, and Cox.  
Nays – none. Motion carried.

- 2. Approval of the Final Tax Levy** - It was moved by Mr. Cox and seconded by Mrs. Miljkovic that the Board approve the 2024 tax levy. This levy will capture a 6.81% increase over last year's tax extension to account for the increase in CPI and new construction added to the tax rolls within the District this year. This tax revenue will be collected in June and September of 2025.

Roll call vote: Yeas – Petrella, Miljkovic, Botello, and Cox.  
Nays – none. Motion carried.

3. **Approval of 1st Reading of Policies** - It is recommended that the Board approve the 1st reading of the following policies:
- a. 2:105 School Board-Ethics and Gift Ban
  - b. 2:110 School Board-Qualifications, Term, and Duties of Board Officers
  - c. 2:120 School Board-Board Member Development
  - d. 2:160 School Board-Board Attorney
  - e. 2:260 School Board-Uniform Grievance Procedure
  - f. 2:265 School Board-Title IX Grievance Procedure
  - g. 4:30 Operational Services-Revenue and Investments
  - h. 4:60 Operational Services-Purchases and Contracts
  - i. 4:70 Operational Services-Resource Conservation
  - j. 4:80 Operational Services-Accounting and Audits
  - k. 4:150 Operational Services-Facility Management and Building Programs
  - l. 4:170 Operational Services-Safety
  - m. 5:10 General Personnel-Equal Employment Opportunity and Minority Recruitment
  - n. 5:20 General Personnel-Workplace Harassment Prohibited
  - o. 5:90 General Personnel-Abused and Neglected Child Reporting
  - p. 5:100 General Personnel-Staff Development Program
  - q. 5:120 General Personnel-Employee Ethics; Code of Professional Conduct; and Conflict of Interest
  - r. 5:125 General Personnel-Personal Technology and Social Media: Usage and Conduct
  - s. 5:230 Professional Personnel-Maintaining Student Discipline
  - t. 6:60 Instruction-Curriculum Content
  - u. 6:135 Instruction-Accelerated Placement Program
  - v. 6:150 Instruction-Home and Hospital Instruction
  - w. 6:270 Instruction-Guidance and Counseling Program
  - x. 7:10 Students-Equal Education Opportunities
  - y. 7:20 Students-Harassment of Students Prohibited
  - z. 7:100 Students-Health, eye, and Dental Examinations; Immunizations; and Exclusion of Students
  - aa. 7:180 Students-Preventing of and Response to Bullying, Intimidation, and Harassment
  - bb. 7:185 Students-Teen Dating Violence Prohibited
  - cc. 7:200 Students-Suspension Procedures
  - dd. 8:10 Community Relations-Connection with the Community

It was moved by Mrs. Miljkovic and seconded by Mr. Cox that the Board approve the 1st reading of the above named policies.

Roll call vote: Yeas – Miljkovic, Cox, Petrella, and Botello.  
Nays – None. Motion carried.

- IX. **CLOSED SESSION** - It was moved by Mrs. Miljkovic and seconded by Mrs. Botello that the board enter into executive session For the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Roll call vote: Yeas – Cox, Petrella, Mijkovic, and Botello.  
Nays – None. Motion carried.

The board went into closed session at 7:38 p.m.

The board came out of closed session at 8:56 p.m.

- X. **ADJOURNMENT** - It was moved by Mr. Cox and seconded by Ms. Miljkovic to adjourn the meeting. After a voice vote President Petrella declared the motion carried.

Motion carried. The meeting adjourned at 8:58 p.m.

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Joe Petrella, President

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Aida Miljkovic, Secretary