

Wood Dale School District 7 Board of Education
543 N. Wood Dale Rd. • Wood Dale, Illinois
Regular Meeting • Thursday, May 22, 2019 • 7:30 p.m. • Board Room

MINUTES

ROLL CALL/QUORUM/PLEDGE OF ALLEGIANCE

President Petrella 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: Cox, Petrella, Daniels (via telephone), Lange, Fletcher-Gomez, Woods, and Botello.

Absent members: None

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

NOTICES AND COMMUNICATIONS

- **Board Member Retirement Recognition & Years of Service:** It was announced that Mr. Carl Lange tendered his resignation from the Board of Education effective May 23rd. Dr. Corbett made some comments and presented Mr. Lange with a certificate of recognition from the Illinois School Board Association. The Board recognized Mr. Carl Lange for his 41 years of service to the Wood Dale District 7 Board of Education. Former Board of Education Presidents, Mrs. Christine Caliendo and Mrs. Debra Morgan provided some remarks regarding their years working with Mr. Lange on the Board. Mrs. Daniels also provided some comments. President Petrella made some comments and provided Mr. Lange with a plaque commemorating his forty one years of service to the children and families of Wood Dale District 7.
- **Notification of Board Committee Assignments 2019 - 2021:** President Petrella announced the Board Committee assignments for the 2019-2021 term. It was noted that Mr. Lange was not assigned to any committees and there would likely be some changes in the assignments once a new Board member was identified.
- **Freedom of Information Requests -** Dr. Corbett announced the following FOIA requests received in the last month: 1) SMART Local 265, for contact information for any construction projects or HVAC maintenance agreements, 2) SmartProcure for a staff directory. Both FOIA requests were responded to within the required timeline.

PUBLIC COMMENT

There was no public comment.

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

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

Nays – none. Motion carried.

The Board went into closed session at 7:54 p.m.

The Board came out of closed session at 8:15 p.m.

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

1. Approved Regular Board Meeting Minutes for April 18, 2019 and Closed Session Meeting Minutes for April 18, 2019.
2. Approved Treasurer's Report for April 2019.
3. Approved Budget Status Report for April 2019.

Approved Payroll for April and bills for May 2019 as summarized herein:

Payroll	4/19	\$ 698,750.87
Bills Payable	5/19	<u>\$ 398,687.12</u>
Totals		\$1,097,437.99

4. Approved Personnel Report for the month of May, 2019.
 - a. **Employment** – ratified the employment of **Nicole Martinez**, Teacher @ JH effective 5/16/19; **Bonnie Koester**, Teacher @ OB effective 5/16/19; **Margaret Parks**, Teacher @ WV effective 5/16/19; **Alejandro Perez**, Secretary @ WV effective 5/16/19; **Mary Jo Elsey**, Teacher @ EC effective 5/16/19; and **Alyssa Kovatchis**, Teacher @ WV effective 5/16/19.
 - b. **Retirement** - accepted the retirement requests of **Rob McDougle**, Custodian @ WV effective 6/28/19; and **Henry Wesseler**, Courier @ DO effective 6/7/19.
 - c. **Resignation** – accepted the resignations of **Katherine Kennedy**, Teacher @JH; **Lauren Cipkin**, Teacher @ OB/WV; **Kayla Weber**, Speech Pathologist @ EC; and **Janine Means**, Part-time Music Teacher @ OB effective 6/10/19.

- d. **Leave of Absence** - approved the leave of absence request from **Ana Gonzalez**, Teacher @ OB for the 2019-2020 school year.

It was moved by Mr. Lange and seconded by Mrs. Botello that the Board approve the consent agenda for the month of May, 2019.

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

SUPERINTENDENT'S REPORT

- A. Enrollment Status Report** – Please view link and contact me should you have any questions.
- B. Installation of Garden at Oakbrook School** - Mr. Shermak provided a report regarding the Garden Project at Oakbrook School. The organization Kids Gardening, along with the corporate sponsor, PT Holdings (out of Addison) collaborated with District 7 staff and community members and installed a garden at Oakbrook School on Saturday, May 11th. The entire project was valued at \$12,000.
- C. Board of Education Vacancy** - Dr. Corbett provided the Board with an overview of the policy regarding the process required for filling the Board vacancy for Mr. Lange. Dr. Corbett also provided a suggested timeline for the Boards consideration. The Board discussed and finalized the process they would follow to fill the vacancy. They also determined the dates for the timeline.
- D. Curriculum Report** - Dr. Kudrna provided a report summarizing the district's curriculum review cycle. She also provided the Board with a list of the materials currently being used to support the teaching of the District 7 curriculum.
- E. Monthly Financial Update** – Mr. Wilt provided the Board with a detailed report regarding the financial status of the District. Mr. Wilt also informed the Board he was recommending the firm of Evans, Marshall & Pease to be the new auditor for District 7. Additionally, Mr. Wilt provided background information on the student school time insurance, the appointment of the school treasurer, approval of the surety bond of treasurer, and the new rates for the district employee health insurance program.
- F. Informational Items and Communications** – Notices and dates to remember were provided to the Board regarding upcoming school district events.
- Monday, May 20 JH 5th Grade Parent Orientation 6:30pm
 - Tuesday, May 21 WV 2nd Grade Parent Orientation 7pm
 - Tuesday, May 21 EC "Moving Up" Celebration – 6-8pm
 - Thursday, May 23 Spring Band Concert @ JH Center for the Arts – 7 pm
 - Friday, May 24 Teacher Professional Development Day No School - PM only (Gr. 1-8)
 - Monday, May 27 Memorial Day – No School
 - Thursday, May 30 JH 8th Grade Promotional Exercises – 7 pm
 - Friday, June 7 Last Day of School
 - Tuesday, June 11 EC Preschool Screening 8am-5pm
 - Thursday, June 20 EC Developmental Screening 10am-5pm
 - Thursday, June 27 School Board Meeting – 7:00 pm

It was moved by Mr. Cox and seconded by Mrs. Botello that the Board approve the Superintendent's Report for the month of May, 2019. After a voice vote President Petrella declared the motion carried.

COMMITTEE REPORTS

- A. Community Curriculum Advisory Committee** – Dr. Kudrna hosted the last Community Curriculum Advisory Council Meeting of the year on April 29, 2019. Mrs. Botello and Ms. Fletcher-Gomez were also in attendance, as the Board representatives at this meeting. Dr. Kudrna reported that the administration sought input from the committee members regarding district Federal Grants, Parent/Student Handbook & Behavioral Interventions for Students with Disabilities.
- B. Communication Committee** - Dr. Corbett and Mrs. Skarzynski hosted a Communication Committee Meeting on April 23rd. Ms. Fletcher-Gomez was in attendance, as the Board representative. It was reported that the committee developed goals for the upcoming school year. The goals focus on increasing engagement with local businesses, as well as the senior citizens groups.

ACTION ITEMS

1. **Approval of 2019/20 Salaries for Classified Staff** - It was moved by Mrs. Daniels and seconded by Mr. Cox that the Board approve the salaries for classified staff for the 2019-2020 school year, as presented in closed session.

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

- 2. Approval of 2019/20 Salary for Transportation Director** - It was moved by Mr. Lange and seconded by Mr. Cox that the Board approve the salary for the Transportation Director.

Roll call vote: Yeas – Cox, Petrella, Daniels, Lange, Botello, and Fletcher-Gomez.
Nays – Woods. Motion carried.
- 3. Approval of 2019/20 Salary for Director of Buildings and Grounds** - It was moved by Mr. Cox and seconded by Mrs. Daniels that the Board approve the salary of the Director of Buildings and Grounds.

Roll call vote: Yeas – Lange, Fletcher-Gomez, Cox, Petrella, Botello, and Daniels.
Nays – Woods. Motion carried.
- 4. Approval of 2019/20 Salary for Administrative Assistant to the Superintendent** - It was moved by Ms. Fletcher-Gomez and seconded by Mr. Cox that the Board approve the salary for the Administrative Assistant to the Superintendent.

Roll call vote: Yeas – Daniels, Cox, Lange, Petrella, Fletcher-Gomez, and Botello..
Nays – Woods. Motion carried.
- 5. Approval of Job Description - Bus Driver** - It was moved by Mrs. Botello and seconded by Mr. Cox that the Board approve the bus driver job description.

Roll call vote: Yeas – Lange, Daniels, Woods, Fletcher-Gomez, Petrella, Botello, and Cox..
Nays – None. Motion carried.
- 6. Approval of Intergovernmental Agreement with Wood Dale Park District for Use of Buses** - It was moved by Mr. Cox and seconded by Ms. Fletcher-Gomez that the Board approve the Intergovernmental Agreement with the Wood Dale Park District for use of the District 7 buses for field trips this summer.

Roll call vote: Yeas – Petrella, Daniels, Lange, Cox, Botello, Woods, and Fletcher-Gomez.
Nays – None. Motion carried.
- 7. Approval of Student Accident Insurance 2019-2020** - It was moved by Mr. Woods and seconded by Mrs. Daniels that the Board approve Arthur Gallagher & Co. Insurance for school time student accident coverage on a mandatory blanket basis, covering all students for the 2019-20 school year at an annual cost of \$4,500. There was no increase in the cost of the insurance and this amount reflects the same amount the Board paid last year.

Roll call vote: Yeas – Cox, Woods, Fletcher-Gomez, Botello, Petrella, Daniels, and Lange..
Nays – None. Motion carried.
- 8. Approval of Medical Insurance Rates (PPO & HMO) for 2019-2020** - It was moved by Mr. Lange and seconded by Mrs. Botello that the Board approve the medical insurance rates as presented in the Business Managers Report.

Roll call vote: Yeas – Woods, Cox, Botello, Petrella, Lange, Fletcher-Gomez, and Daniels.
Nays – None. Motion carried.
- 9. Approval of Resolution Ratifying Proposed Amendments to the NDSEC Articles of Joint Agreement** - Mrs. Daniels presented the Resolution. It was moved by Mr. Lange and seconded by Ms. Fletcher-Gomez that the Board approve the Resolution Ratifying Proposed Amendments to the NDSEC Articles of Joint Agreement.

Roll call vote: Yeas – Fletcher-Gomez, Botello, Lange, Daniels, Petrella, Woods, and Cox.
Nays – None. Motion carried.
- 10. Approval of Recommendation for Auditing Services for Fiscal Year 2019-2021** - It was moved by Mr. Cox and seconded by Mr. Woods that the Board approve Evans, Marshall & Pease to conduct the fiscal years 2019-2021 audits at a cost of \$15,000 for year one, \$15,500 for year two, and \$16,000 for year three.

Roll call vote: Yeas – Cox, Petrella, Daniels, Lange, Fletcher-Gomez, Woods, and Botello.
Nays – None. Motion carried.
- 11. Approval of Resolution Appointing School District Treasurer** - Mr. Cox presented the Resolution. It was moved by Mr. Woods and seconded by Mrs. Botello that the Board approve the Resolution appointing Steven Wilt as Wood Dale School District 7 Treasurer for a term of two years effective July 1, 2019.

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

Nays – None. Motion carried.

12. Approval of Resolution of Surety Bond of Treasurer - Ms. Fletcher-Gomez presented the Resolution. It was moved by Mrs. Daniels and seconded by Mr. Cox that the Board approve the Resolution of Surety Bond of Treasurer.

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

Nays – None. Motion carried.

CLOSED SESSION - It was moved by Mr. Cox and seconded by Mr. Woods 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 9:17 p.m.

The Board came out of closed session at 9:27 p.m.

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

The meeting adjourned at 9:28 p.m.

Joe Petrella, President

Araceli Botello, Secretary