

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Administration Building 7:00 p.m.– 8:03 p.m. August 16, 2017

Members Present:

Mark Mirabile, Presiding Officer
Jon Buralli
Vipul Dedhia
Mary Lenzen
Michael Rak – arrived at 7:02 p.m.
Kristin Violante

Absent:

David Negron

ROLL CALL AND VISITORS

Present with Superintendent Dave Palzet were staff members Erika Sawosko, Jennifer Ban, Catherine Chang, Kathleen Tomei, Griffin Sonntag, Meg Knapik and Karyn Lisowski; and resident Avnit Kapur.

PLEDGE OF ALLEGIANCE

New Assistant Superintendent of Teacher and Learning Jennifer Ban, and Principals Kathleen Tomei and Griffin Sonntag led the pledge of allegiance.

ACTION NO. 1 Consent Agenda

Motion by Violante, seconded by Buralli, that the Board of Education approve the consent agenda consisting of: regular meeting minutes of June 21, 2017; payment of June and July Payroll/July and August Warrants; establish Petty Cash Fund; declassify closed session minutes; and August 2017 Personnel Report consisting of the resignations of Adrian Hernandez (custodian), Jennifer Nemecek (aide), Kimberly Music (aide), Tanya Rosland (aide); hiring of Amanda Ollmann (middle school math), Jennifer (Nemecek) Newberry (.67 middle P.E.), Reginald Daniels (custodian), Maria Cuevas (clerical aide); decrease in FTE from 1.0 to .50 for Collen Enger (sp/lang) and Jolene Lorimer (reading specialist), increase of time from part-time to 1.0 FTE for Kali Prath (aide). Motion carried by a roll call vote of 6 ayes (Buralli, Dedhia, Lenzen, Mirabile, Rak, Violante) absent - Negron.

REPORTS AND DISCUSSION ITEMS

Opening Day Reminders

Superintendent Dave Palzet shared with the Board that over 100 families have RSVP'd for the eclipse event on August 21st. Parents are also being asked to complete the tasks on the Summer To-Do list which includes items such as online registration, paying fees, and updating lunch accounts.

Strategic Blueprint Update

In an effort to complete the building human capital action step to *Develop a robust professional development system that is relevant, timely, pertinent, and personalized for every staff member to enhance teaching and learning through collaboration.* We have identified teachers who will participate in an ongoing, year long training on instructional coaching. This group will also be tasked with developing a teachers-teaching-teachers model of professional development for our district. This committee includes teachers and specialists from both schools and will be led by our Assistant Superintendent Jennifer Ban.

Residency, Registration and Fee Payment

Superintendent Dave Palzet reviewed the process of verifying residency for our students entering fifth grade, the district's online registration process, and the technology fees collected to date. As of the August Board of Education meeting, 92% of families have completed the residency verification process, 92.8% of families have completed online registration, and the district has collected \$30,440 in technology fees which represents payment from 51% of families. Board President Mark Mirabile stated that in the future there will be an update regarding fees and residency so that it can be included in the parent/student handbook.

Summer Professional Development Work

The summer months are often a time when staff is able to make improvements to our curricular programs and participate in various on-site professional development. Assistant Superintendent Jennifer Ban updated the Board on the curricular projects and professional development that was completed over the summer. Some of the highlighted projects include a Makerspace program for our elementary art class, material to support our 1:1 program, and new science units. Likewise, staff participated in a variety of professional development including math training and technology training. The summer professional work came in under budget by about \$5000.

Summer Academy Update

This year our summer school program underwent an overhaul. The new features of our summer academy included a host of fun enrichment courses, revamped support courses in math and reading, and an improved schedule. The district offered 19 courses, which enrolled 87 students. Middle School Assistant Principal Meg Knapik gave the Board an update on the success of the program and our plans for future improvements.

Review Personnel (sec. 5) Board Policies

This month the Board reviewed Personnel (sec. 5) Board policies. The policies will be on the September Consent Agenda for approval.

Tentative Budget

In compliance with state law, the administration presents a tentative budget to the Board of Education each August. Business Manager Catherine Chang presented a tentative budget that reflects our district's priorities as we seek to make responsible financial decisions. The tentative budget will be on public display at our district office (7450 S. Wolf Rd., Burr Ridge) for 30 days.

Summer Construction Update

To maintain high-quality facilities and ensure the safety of our students, staff, and visitors, the district completes construction and maintenance projects each summer. This summer's projects are a result of the work of the District's Facilities Advisory Team and include resurfacing of the front parking lot at the elementary school, replacing ceiling tiles at the elementary school, and improving the HVAC system at the middle school. The projects are being completed well before the start of the school year and either within or under budget.

Board of Education Information Requests

No requests were made at this time.

NEXT AGENDA

Items submitted for the September agenda include:

Budget Hearing; Adopt Annual Budget; Staff Introductions; Approve Personnel (sec. 5) Board Policies; Review Finance (sec. 4) and Curriculum (sec. 6) Board policies; and Fee Collection Update.

ADJOURNMENT Motion by Rak, seconded by Dedhia, that the regular meeting adjourns at 8:03 p.m. Voice vote. Motion carried.

App. ____ President _____ Secretary _____