

## **Board of Education Meeting**

Thursday, September 21, 2023 7:00 PM

John E. Albright Middle School, 1110 S. Villa Ave, Villa Park, IL 60181

### **1. Call to Order**

### **2. Pledge of Allegiance**

### **3. Roll Call**

### **4. Approval of Meeting Agenda**

### **5. First Comments by Visitors**

### **6. Recognitions and Celebrations**

### **7. Consent Agenda**

7.A. Approval of Minutes from the Regular Board

Meeting and Executive Session of August 17, 2023

7.B. Approval of Treasurer's Report for August 2023

7.C. Approval of Disbursements for September of 2023

7.D. Approval of P-Card Purchases for August 2023

7.E. Approval of Revolving Funds Disbursement for  
August 2023

7.F. Approval of Student Activity Funds Report for  
August 2023

7.G. Approval of Regular/Routine Personnel Report  
for September 21, 2023

7.H. Approval of the Destruction of Executive  
Session Audio Recordings that are More Than 18  
Months Old and That Have Been Adopted

### **8. Superintendent Reports**

8.A. Presentation of the Employee Information  
System (EIS) Report and IMRF Report

8.B. Curriculum Review and Education Programming

8.C. Approval of LEAP Afterschool Program  
Intergovernmental Agreement

8.D. Continued Review of FGM Master Facility Plan  
and 10-Year Safety Survey Proposal

8.E. Student Enrollment Update

### **9. Finance and Operations Report**

9.A. 2023-24 Tentative Budget Adoption and  
Resolution

9.B. Approval of New Phone System

9.C. Approval of Settlement Agreement with RJB  
Properties, Inc.

9.D. Monthly Financial Statements Report

**10. Board Committees and Meeting Updates**

10.A. SASSED Update

10.B. IASB Update

**11. FTC Update**

**12. Notices and Communications**

12.A. Freedom Of Information Act (FOIA)  
Requests

12.B. District 88 Board Recap Reports

**13. Unfinished Business**

**14. New Business**

**15. Second Comments by Visitors**

**16. Future Agenda Items**

**17. Executive Session**

**18. Actions from Executive Session (if needed)**

**19. Adjournment**

**20. Call to Order**

**21. Pledge of Allegiance**

**22. Roll Call**

**23. Approval of Meeting Agenda**

**24. First Comments by Visitors**

**25. Recognitions and Celebrations**

**26. Consent Agenda**

26.A. Approval of Minutes from the Regular  
Board Meeting and Executive Session of August 17,  
2023

26.B. Approval of Treasurer's Report for August  
2023

26.C. Approval of Disbursements for September  
of 2023

26.D. Approval of P-Card Purchases for August  
2023

26.E. Approval of Revolving Funds Disbursement  
for August 2023

26.F. Approval of Student Activity Funds Report  
for August 2023

26.G. Approval of Regular/Routine Personnel Report for September 21, 2023

26.H. Approval of the Destruction of Executive Session Audio Recordings that are More Than 18 Months Old and That Have Been Adopted

**27. Superintendent Reports**

27.A. Presentation of the Employee Information System (EIS) Report and IMRF Report

27.B. Curriculum Review and Education Programming

27.C. Approval of LEAP Afterschool Program Intergovernmental Agreement

27.D. Continued Review of FGM Master Facility Plan and 10-Year Safety Survey Proposal

27.E. Student Enrollment Update

**28. Finance and Operations Report**

28.A. 2023-24 Tentative Budget Adoption and Resolution

28.B. Approval of New Phone System

28.C. Approval of Settlement Agreement with RJB Properties, Inc.

28.D. Monthly Financial Statements Report

**29. Board Committees and Meeting Updates**

29.A. SASSED Update

29.B. IASB Update

**30. FTC Update**

**31. Notices and Communications**

31.A. Freedom Of Information Act (FOIA) Requests

31.B. District 88 Board Recap Reports

**32. Unfinished Business**

**33. New Business**

**34. Second Comments by Visitors**

**35. Future Agenda Items**

**36. Executive Session**

**37. Actions from Executive Session (if needed)**

**38. Adjournment**

# ***SALT CREEK SCHOOL DISTRICT 48***

## **MEETING AGENDA**

**Thursday, September 21, 2023**

**7:00 p.m. - Albright Middle School LMC**

(If questions should arise concerning the agenda, enclosed information, or school related concerns, please call the Administrative Office. In this way, available pertinent material and/or information could be brought to the meeting that might avoid unnecessary delay in answering your concerns.)

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Meeting Agenda
5. First Comments by Visitors
6. Recognitions and Student Spotlight
7. Consent Agenda
  - a. Approval of Minutes from the Regular Board Meeting and Executive Session of August 17, 2023
  - b. Approval of Treasurer's Report for August 2023
  - c. Approval of Disbursements for September 2023
  - d. Approval of P-Card Purchases for August 2023
  - e. Approval of Revolving Fund Disbursements for August 2023
  - f. Approval of Student Activity Funds Report for August 2023
  - g. Approval of Regular/Routine Personnel Report for September 21, 2023
  - h. Approval of the Destruction of Executive Session Audio Recordings that are More Than 18 Months Old and That Have Been Adopted
8. Superintendent Reports
  - a. Presentation of the Employee Information System (EIS) Report and IMRF Report
  - b. Curriculum Review and Education Programming
  - c. Approval of LEAP Afterschool Program Intergovernmental Agreement
  - d. Continued Review of FGM Master Facility Plan and 10-Year Safety Survey Proposal
  - e. Student Enrollment Update

9. Finance and Operation Reports
  - a. 2023-24 Tentative Budget Adoption and Resolution
  - b. Approval of New Phone System
  - c. Approval of Settlement Agreement with RJB Properties, Inc.
  - d. Monthly Financial Statements Report
10. Board Committees and Meeting Updates
  - a. SASSED Updates
  - b. IASB Updates
11. FTC Update
12. Notices and Communications
  - a. Freedom Of Information Act (FOIA) Requests
  - b. District 88 Board Recap Reports
13. Unfinished Business
14. New Business
15. Second Comments by Visitors
16. Future Agenda Items
17. Executive Session
18. Actions from Executive Session (if needed)
19. Adjournment



the Regular/Routine Personnel Report for August 17, 2023, and the destruction of Executive Session audio recordings that are more than 18 months old and that have been adopted. Mr. Blair so moved. The motion was seconded by Mr. Downer and on roll call the following members voted aye: Mr. Blair, Mr. Downer, Mr. Cuny, Mr. Van De Velde, Mrs. Rattana, Mr. Dickens, and Mr. Kielminski. Nays: None. The motion carried unanimously.

### **Superintendent Reports**

#### Continued Review of FGM Master Facility Plan

Dr. Zaher reviewed the history of the Master Facility Plan that was presented to the board beginning in October 2022 to the present. Mr. Cuny requested the board continue discussion of the wants versus needs of this plan. Discussion took place regarding the practicality of building one school and the probability of passing a referendum to pursue this option. The board members discussed going back to the Master Facility Plan and diving deeper into the specifics of the plan along with the wants and needs. A suggestion was made to hold a special meeting specifically to discuss how to move forward. Discussion also took place regarding the 10-year life safety review coming up next year. Board direction was to have the administrative team continue to meet to review the current plan in conjunction with FGM representation and bring those ideas back to the board for further discussion.

#### Summer U Update

Dr. Martelli thanked Mrs. Ross for serving as principal for the summer program housed at Swartz School and reported that the students enrolled enjoyed the experience and enrichment of programs.

#### Instructional Materials Report

In accordance with School Board Policy 6:210 – *Instructional Materials*, Dr. Martelli provided an annual report of the instructional materials being utilized in the district in the various subject areas.

#### Student Enrollment Update

Dr. Zaher noted that enrollment figures are very fluid at the start of a school year and indicated that there is a slight increase in enrollment to begin the 2023-24 school year.

#### 2023-24 District 48 Goals Presentation

Dr. Zaher reported that as a Strategic Plan has not yet been implemented, the administrative team worked on developing goals for the district for this school year. Each member of the administrative team provided further insight into the goals developed that include improving student learning, improving community outreach/stakeholder relationships, and maintaining financial planning that enhances revenues and controls costs.

### **Finance & Operations Reports**

- Monthly Financial Statements Report Mrs. Allard noted that this is a new agenda item that will be included each month for board information and inquiries. The statements include: ISDLAF+ Monthly Statement – Current Investment Portfolio; Monthly Revenue Report; Levels I/II/III Expenditure Report; and Student Activity Fund Accounts.
- Disposal of Surplus Property and Materials (motion) Mrs. Allard reported that there is surplus property, technology, and materials being stored in the maintenance garage and buildings that have reached their end of life and need to be disposed of properly. She is requesting board approval for this disposal.
- Mr. Cuny requested a motion to approve of the disposal of surplus property and various technology equipment as presented. Mr. Van De Velde so moved. The motion was seconded by Mr. Downer and on roll call the following members voted aye: Mr. Van De Velde, Mr. Downer, Mr. Cuny, Mrs. Rattana, Mr. Kielminski, Mr. Blair, and Mr. Dickens. Nays: None. The motion carried unanimously.
- Illinois Department of Healthcare & Family Services Intergovernmental Agreement (motion) Mrs. Allard noted that she was notified by the SASSED Business Manager that this Intergovernmental Agreement needed to be signed by the end of June to continue to receive Medicaid reimbursement. She reported that this was completed as required and needs formal board approval.
- Mr. Cuny requested a motion to approve the Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services and the district as presented. Mr. Blair so moved. The motion was seconded by Mr. Van De Velde and on a voice vote carried unanimously.
- ### **Board Committee & Meeting Updates**
- Policy Committee Report and Adoption (motion) Dr. Zaher provided a brief summary of IASB Press Plus Issue 112 that was reviewed by the Board Policy Committee on July 18, 2023 and indicated that the committee is recommending adoption by the board.
- Mr. Cuny thanked the committee for their work. He then requested a motion to approve the updated policies as reviewed by the Board Policy Committee as presented. Mr. Blair so moved. The motion was seconded by Mr. Van De Velde and on a voice vote carried unanimously.
- IASB Resolutions Committee Report Mr. Blair noted that on August 4 the IASB Resolutions committee met in Springfield and reviewed the ten resolutions presented. He reported that two of the ten proposed resolutions were approved for further review.

SASED Updates	Mr. Blair reported that the governing board approved the budget for 2023-24. He also reported that the SASED Board of Directors approved two interim directors for the upcoming school year. Mr. Kielminski noted that both directors are experienced special education co-op administrators and are reviewing the operations, policies, and procedures of SASED. An executive search will need to be conducted to secure a permanent director.
SASED STARS Program	Dr. Burnett reported that six students who reside in D48 have previously been outplaced into a SASED STARS program in other districts. She was happy to report that SASED is utilizing one of their leased classrooms in the district and is bringing this program to Swartz School. She stated that making those phone calls to district parents to notify them that their children would be back in D48 were some of the most exciting phone calls she has been fortunate to make.
FTC Update	<p>On behalf of the FTC Mrs. Rattana provided the following report from the FTC that included:</p> <ul style="list-style-type: none"> <li>● Successful School Supply Kit Pickup – 99 Kits sold</li> <li>● Back to School Social at Swartz – July 25</li> <li>● A laminator was purchased for the teachers at Salt Creek</li> <li>● FTC packets will be going home with students when school begins.</li> </ul> <p>The FTC is excited to get the new school year going!</p>

### **Notices and Communications**

Freedom of Information Act (FOIA) Requests	Freedom of Information Act (FOIA) requests were received from Mr. Josiah Chatterton requesting board member information and Mr. Vince Espi requesting substitute teacher information. Both of these requests were submitted on behalf of Prairie State Wire.
District 88 Board Recaps	These reports are informational items received from DuPage High School District 88.
Unfinished Business	None
New Business	None
Second Comments by Visitors	None
Future Agenda Items	None
Executive Session (motion)	Mr. Cuny requested a motion to adjourn to executive session to discuss litigation, when an action against, affecting, or on behalf of the district has been filed and is pending before a court. Action

may be taken upon return to regular session. Mr. Kielminski so moved. The motion was seconded by Mr. Dickens and on roll call the following members voted aye: Mr. Kielminski, Mr. Dickens, Mr. Cuny, Mrs. Rattana, Mr. Van De Velde, Mr. Blair and Mr. Downer. Nays: None. The motion carried unanimously.

The session began at 8:18 p.m.

Return to Regular Session  
(motion)

At 8:25 p.m. on a motion by Mr. Downer and seconded by Mr. Blair, the board returned to regular session.

RJB Properties, Inc.  
Litigation and Settlement  
(motion)

Mr. Cuny requested a motion to approve the counteroffer received by the district's legal counsel on behalf of RJB Properties, Inc. and their legal counsel as presented. Mr. Blair so moved. The motion was seconded by Mr. Van De Velde and on roll call the following members voted aye: Mr. Blair, Mr. Van De Velde, Mr. Cuny, Mr. Kielminski, Mr. Downer, Mrs. Rattana, and Mr. Dickens. Nays: None. The motion carried unanimously.

Adjournment (motion)

As there was no further business to come before the Board, Mr. Cuny requested a motion to adjourn. Mrs. Rattana so moved. The motion was seconded by Mr. Blair and on a voice vote carried unanimously.

The meeting was adjourned at 8:26 p.m.

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President

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Secretary

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Education Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	2,500.00
Cash In Bank	1010	13,170,862.40
Medical/Dependent Care Flex	1015	9,414.92
Student Activity Account	1020	53,771.00
Epay INB Bank Balance	1025	0.00
Petty Cash Lunch	1030	0.00
Payroll Cash Account	1040	259,588.13
Interest Fund	1050	0.00
Cash Escrow Accounting	1150	0.00
Loan To IMRF/FICA	1520	0.00
Due From Employee	1600	38,088.00
Investments	1800	0.00
Payroll Batch Update	4890	0.00
	Assets	13,534,224.45
<b>Liabilities</b>		
Tax Anticipation Warrants	4070	0.00
A/P Batch Update	4310	6,251.99
Loan From O&M	4320	0.00
Loan From Working Cash	4340	0.00
TRS	4510	0.00
FIT	4520	0.00
SIT	4530	0.00
IMRF Withholding	4540	0.00
TSA	4550	0.00
THIS/NCPERS/IN	4560	0.00
FICA	4570	0.00
Medicare Only-1.45	4580	0.00
Teacher Dues	4586	0.00
Misc: Fees, Wage Deductions	4590	-4,762.63
Medical/Dependent Care Flex	4591	21,466.36
Epay INB Bank Balance	4592	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	47,188.08
	Liabilities	70,143.80

# Statement of Position

FY 2023-2024 Month August

Salt Creek SD 48

## Fund Balance

Fund Balance	13,464,080.65
Total Liab & Fund Bal	13,534,224.45

## Summary of Fund Balance

### August Activity

### YTD Activity

Beginning Fund Balance		13,531,631.69
Add Revenues to Date	565,023.53	1,123,356.58
Less Expenditures to Date	632,574.57	2,126,438.18
		<hr/>
	Education Fund Balance	12,528,550.09
	Difference:	935,530.56

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Operations & Maintenance Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	2,172,778.73
Cash In Bank	1010	0.00
Payroll Cash Account	1040	-4,974.12
Capital Project Investment	1200	0.00
Checking Interest	1510	0.00
Payroll Batch Update	4890	0.00
	Assets	2,167,804.61
<b>Liabilities</b>		
	2540	0.00
A/P Batch Update	4310	-523.22
FIT	4520	0.00
SIT	4530	0.00
IMRF Withholding	4540	0.00
TSA	4550	0.00
THIS/NCPERS/IN	4560	0.00
FICA	4570	0.00
Misc: Fees, Wage Deductions	4590	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	0.00
	Liabilities	-523.22
<b>Fund Balance</b>		
Fund Balance		2,168,327.83
Total Liab & Fund Bal		2,167,804.61
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		2,112,314.46
Add Revenues to Date	76,601.77	115,904.80
Less Expenditures to Date	20,588.40	119,917.29
	Operations & Maintenance Fund Balance	2,108,301.97
	Difference:	60,025.86

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Debt Service Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	709,673.74
Cash Escrow Accounting	1150	33,500.00
Capital Project Investment	1200	0.00
	Assets	743,173.74
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Conversion Created: 4595	4595	0.00
	Liabilities	

### Fund Balance

Fund Balance	743,173.74
Total Liab & Fund Bal	743,173.74

Summary of Fund Balance	August Activity	YTD Activity	
Beginning Fund Balance		743,043.58	
Add Revenues to Date	130.16	789.67	
Less Expenditures to Date	0.00	0.00	
	Debt Service Fund Balance		743,833.25
		Difference:	-659.51

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Transportation Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	1,291,192.20
Cash In Bank	1010	0.00
Epay INB Bank Balance	1025	0.00
Investments	1800	0.00
	Assets	1,291,192.20
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Loan From Working Cash	4340	0.00
TRS	4510	0.00
FIT	4520	0.00
SIT	4530	0.00
IMRF Withholding	4540	0.00
TSA	4550	0.00
THIS/NCPERS/IN	4560	0.00
FICA	4570	0.00
Misc: Fees, Wage Deductions	4590	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	0.00
	Liabilities	
<b>Fund Balance</b>		
Fund Balance		1,291,192.20
Total Liab & Fund Bal		1,291,192.20
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		1,256,588.53
Add Revenues to Date	37,110.71	49,249.94
Less Expenditures to Date	2,507.04	22,986.99
	Transportation Fund Balance	1,282,851.48
	Difference:	8,340.72

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Retirement Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	47,548.65
Payroll Cash Account	1040	-455.86
Investments	1800	0.00
Payroll Batch Update	4890	0.00
	Assets	47,092.79
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Loan From Working Cash	4340	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	0.00
	Liabilities	
<b>Fund Balance</b>		
Fund Balance		47,092.79
Total Liab & Fund Bal		47,092.79
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		141,755.20
Add Revenues to Date	-67,505.20	-61,092.92
Less Expenditures to Date	-4,004.00	5,719.03
		Retirement Fund Balance
		74,943.25
		Difference:
		-27,850.46

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Capital Projects Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	-1,633.92
Capital Project Investment	1200	0.00
	Assets	-1,633.92
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Conversion Created: 4595	4595	0.00
	7310	0.00
	Liabilities	
<b>Fund Balance</b>		
Fund Balance		-1,633.92
Total Liab & Fund Bal		-1,633.92
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		-1,633.92
Add Revenues to Date	0.00	0.00
Less Expenditures to Date	0.00	0.00
	Capital Projects Fund Balance	-1,633.92
	Difference:	0.00

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Working Cash Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	273,066.37
Checking Interest	1510	0.00
Loan To IMRF/FICA	1520	0.00
Investments	1800	0.00
	Assets	273,066.37
<b>Liabilities</b>		
Conversion Created: 4595	4595	0.00
	Liabilities	

### Fund Balance

Fund Balance	273,066.37
Total Liab & Fund Bal	273,066.37

Summary of Fund Balance	August Activity	YTD Activity
Beginning Fund Balance		273,016.29
Add Revenues to Date	50.08	303.84
Less Expenditures to Date	0.00	0.00
	Working Cash Fund Balance	273,320.13
	Difference:	-253.76



# EIS Administrator and Teacher Salary and Benefits Report - School Year 2023

9/7/2023 1:40 pm

**Salt Creek SD 48**  
**1110 S Villa Ave, Villa Park, IL 60181**  
**190220480020000**

Selection Criteria: (Employer) Employees = All

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Allard, Rebecca	114-Chief School Business Official	\$84,000.00	0.46	0	0	\$0.00	\$3,000.00	\$0.00	\$0.00
Armwood, Gwen	200-Teacher	\$53,708.73	0.47	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Aulisa, Gerrie	103-Principal	\$143,285.49	1.00	30	18	\$0.00	\$3,296.70	\$14,171.08	\$9,383.89
Babiarz, Stephen J	200-Teacher	\$76,623.15	1.00	0	15	\$0.00	\$0.00	\$7,578.11	\$1,199.52
Bauers, Deanna L	200-Teacher	\$100,409.27	1.00	0	15	\$0.00	\$0.00	\$9,930.58	\$24,582.24
Burrell, Lindsay	200-Teacher	\$71,643.59	1.00	0	15	\$0.00	\$0.00	\$7,085.62	\$19,108.08
Busse, Kyle V	200-Teacher	\$60,710.70	1.00	0	15	\$0.00	\$0.00	\$6,004.35	\$9,699.54
Cahill, Mary E	200-Teacher	\$34,688.97	0.50	0	15	\$0.00	\$0.00	\$3,430.77	\$0.00
Cahill, Mary E	250-Special Education Teacher	\$20,754.67	0.15	0	15	\$0.00	\$0.00	\$2,052.66	\$183.96
Clancy, Katherine A	200-Teacher	\$67,922.91	1.00	0	15	\$0.00	\$0.00	\$6,717.64	\$22,292.46
Cluskey, Mary	201-Reading Teacher	\$76,623.15	1.00	0	15	\$0.00	\$0.00	\$7,578.11	\$450.60
Cummane, Kathleen A	250-Special Education Teacher	\$61,230.05	1.00	0	15	\$0.00	\$0.00	\$6,055.71	\$10,280.10
Evans, Frank H	100-District Superintendent	\$132,000.00	0.46	0	0	\$0.00	\$3,000.00	\$0.00	\$0.00
Ferraro, Kimberly A	200-Teacher	\$56,713.00	1.00	0	15	\$0.00	\$0.00	\$5,608.97	\$1,004.76
Goltz, Sandra M	250-Special Education Teacher	\$14,887.65	0.39	0	15	\$0.00	\$0.00	\$1,472.41	\$0.00
Green, Cassie E	200-Teacher	\$84,521.33	1.00	0	15	\$0.00	\$0.00	\$8,359.24	\$22,135.44
Grippo, Danielle M	200-Teacher	\$79,125.18	1.00	0	15	\$0.00	\$0.00	\$7,825.56	\$1,214.13
Guidice, Heather N	200-Teacher	\$66,017.30	1.00	0	15	\$0.00	\$0.00	\$6,529.18	\$1,136.37
Hanus, Steven G	200-Teacher	\$66,999.57	1.00	0	15	\$0.00	\$0.00	\$6,626.32	\$18,666.45
Hewitt, Erin M	200-Teacher	\$68,233.98	1.00	0	15	\$0.00	\$0.00	\$6,748.41	\$20,575.89
Hummel, Heidi	104-Assistant Principal	\$37,500.00	0.50	0	15	\$0.00	\$0.00	\$3,708.79	\$484.03
Hummel, Heidi	200-Teacher	\$32,398.14	0.50	0	15	\$0.00	\$0.00	\$3,204.21	\$0.00
Jordan, Richelle L	250-Special Education Teacher	\$88,043.42	1.00	0	15	\$0.00	\$0.00	\$8,707.58	\$19,204.20
Jurgutis, Marissa K	200-Teacher	\$50,793.08	1.00	0	15	\$0.00	\$0.00	\$5,023.49	\$969.48
Kane, Christina M	203-English as a Second Language Teacher	\$54,463.39	1.00	0	15	\$0.00	\$0.00	\$5,386.48	\$21,980.95
Kasher, Danielle M	200-Teacher	\$51,833.47	1.00	0	15	\$0.00	\$0.00	\$5,126.38	\$24,299.64
Kawka, Angela	200-Teacher	\$87,687.80	1.00	0	15	\$0.00	\$0.00	\$8,672.41	\$26,447.85
LeGal, Brittany A	200-Teacher	\$74,391.22	1.00	0	15	\$0.00	\$0.00	\$7,357.37	\$18,994.10
Lewicki, Anthony J	200-Teacher	\$71,643.59	1.00	0	15	\$0.00	\$0.00	\$7,085.62	\$9,933.72
Lindeen, Jessica	200-Teacher	\$49,200.00	1.00	0	15	\$0.00	\$0.00	\$4,865.95	\$1,898.56

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Martelli, Christopher B	107-General Administrator or General Supervisor	\$142,321.50	1.00	30	18	\$0.00	\$3,296.70	\$14,164.75	\$26,835.41
Miner, David P	203-English as a Second Language Teacher	\$97,060.62	1.00	0	15	\$0.00	\$0.00	\$9,599.39	\$8,895.53
Noll, Ann M	200-Teacher	\$97,060.62	1.00	0	15	\$0.00	\$0.00	\$9,599.39	\$17,791.05
Nykiel, Kayla N	250-Special Education Teacher	\$50,237.80	1.00	0	15	\$0.00	\$0.00	\$4,968.57	\$8,724.72
Oancea, Andra	200-Teacher	\$49,682.53	1.00	0	15	\$0.00	\$0.00	\$4,913.65	\$291.48
Olsen, Teresa M	200-Teacher	\$85,025.03	1.00	0	15	\$0.00	\$0.00	\$8,409.06	\$19,186.44
Ottaviano, Cristina A	200-Teacher	\$87,885.21	1.00	0	15	\$0.00	\$0.00	\$8,691.94	\$20,363.16
Oyen, Ingrid L	200-Teacher	\$107,467.48	1.00	0	15	\$0.00	\$0.00	\$10,628.64	\$10,552.74
Pastore, Stephanie	200-Teacher	\$56,713.03	1.00	0	15	\$0.00	\$0.00	\$5,608.97	\$20,141.21
Porcelli, Anthony	200-Teacher	\$49,200.17	1.00	0	15	\$0.00	\$0.00	\$4,865.95	\$2,930.61
Postovalov, Erin M	200-Teacher	\$79,246.30	1.00	0	15	\$0.00	\$0.00	\$7,837.54	\$26,398.17
Price, Zackary L	200-Teacher	\$53,673.56	1.00	0	15	\$0.00	\$0.00	\$5,308.37	\$11,988.23
Ross, Angeline P	103-Principal	\$157,545.00	1.00	30	18	\$0.00	\$3,311.26	\$15,581.36	\$25,027.94
Sabourin, Jennifer A	101-Assistant/Associate District Superintendent	\$73,158.50	0.50	15	9	\$0.00	\$1,648.35	\$7,235.48	\$4,898.89
Sabourin, Jennifer A	152-Special Education Director	\$73,158.50	0.50	15	9	\$0.00	\$1,648.35	\$7,235.48	\$4,898.89
Scanlan, Lauren Alexis	104-Assistant Principal	\$75,000.00	1.00	0	15	\$0.00	\$0.00	\$7,417.58	\$1,152.07
Specht, Jody M	200-Teacher	\$107,768.87	1.00	0	18	\$0.00	\$0.00	\$10,658.45	\$9,974.46
Tumilty, Catherine M	200-Teacher	\$82,159.97	1.00	0	15	\$0.00	\$0.00	\$8,125.70	\$1,153.92
Vargas, Jennifer M	201-Reading Teacher	\$93,923.76	1.00	0	15	\$0.00	\$0.00	\$9,289.15	\$10,451.88
Vicicondi, Becky E	200-Teacher	\$90,703.74	1.00	0	15	\$0.00	\$0.00	\$8,970.69	\$19,219.08
Williams, Nicole A	200-Teacher	\$72,533.86	1.00	0	15	\$0.00	\$0.00	\$7,173.67	\$17,641.53
Zastrow, Paula	200-Teacher	\$47,719.25	0.71	0	15	\$0.00	\$0.00	\$4,719.48	\$15,138.18
Zoske, Amanda K	200-Teacher	\$87,521.83	1.00	0	15	\$0.00	\$0.00	\$8,656.00	\$19,123.20
<b>Totals</b>									
<b>Distinct Employee Count: 50</b>		<b>Distinct Positions Count: 53</b>		<b>Total Positions Count: 53</b>		<b>Vacation Days: 120</b>		<b>Sick Days: 750</b>	
<b>Base Salary: \$3,934,819.93</b>		<b>Bonuses: \$0.00</b>		<b>Annuities: \$19,201.36</b>		<b>Retirement Enhancements: \$362,572.26</b>		<b>Other Benefits: \$588,904.75</b>	

IMRF Staff Salary and Benefits Report-School Year 2023  
Salt Creek SD 48

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Clarke, Tamara	Secretary	\$84,871.23	1	20	18	0	0	\$1,826.67	\$15,053.60
Nelson, Susan	Bookkeeper	\$80,720.70	1	20	18	0	0	\$1,841.39	\$10,444.13

Totals									
District Employee Count: 2		District Position Count: 2		Total Position Count: 2		Vacation Days: 40		Sick Days: 36	
Base Salary: \$165,591.93		Bonuses: \$0		Annuities: \$0		Retirement Enhancements: \$3,668.06		Other Benefits: \$25,497.73	



# Focus on Learning 2023-2024

Dr. Christopher Martelli - Director of Curriculum and Instruction

Dr. Emily Burnett - Director of Student Services and Human Resources

9/21/2023

01

# Curriculum Focus

- Instructional Materials
- Essential Standards
- Curriculum Review Cycle
- Investigating New Resources
- Supporting New Instruction

# Instructional Materials

Subject Area	Grade Level	Title	Publisher
English Language Arts	K-5	ReadyGEN	Savvas
English Language Arts	K-2	Countdown, Blast, HDWord	<a href="#">Really Great Reading</a>
Handwriting	K-2	Learning Without Tears	Learning Without Tears
Word Study/Spelling	K-4	Words Their Way	Pearson
English Language Arts	6-8	<a href="#">myPerspectives</a>	Savvas
Mathematics	K-4	enVision Math 2.0	Savvas
Mathematics	5-8	Eureka Math2	Great Minds
Science	K-4	Mystery Science	Mystery Science
Science	5-8	STEMScopes	Accelerate Learning
Social Science	K-8	Social Studies Alive! History Alive!	TCI
Social Emotional Learning	K-8	Positivity Project	Positivity Project

Here is a list of the instructional materials used throughout the district.



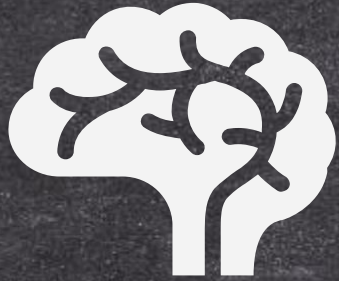
## Essential Standards - as identified by each team (22-23)

### English Language Arts

- Foundational Reading Skills
- Informational Text
- Literature
- Writing
- Speaking & Listening
- Language

### Mathematics

- Operations and Algebraic Thinking
- Number and Operations in Base Ten
- Measurement and Data
- Geometry



# Curriculum Review Cycle

	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32
ELA				CR	I					CR	I
Math	CR (5-8)	I (5-8)	CR (K-4)	I (K-4)			CR (K-8)	I (K-8)			
Science						CR	I				
SS					CR	I					
SEL		CR	I					CR	I		
Music			CR	I					CR	I	
PE/Health			CR	I					CR	I	
Art			CR	I					CR	I	
Library			CR	I					CR	I	
STEAM			CR	I					CR	I	

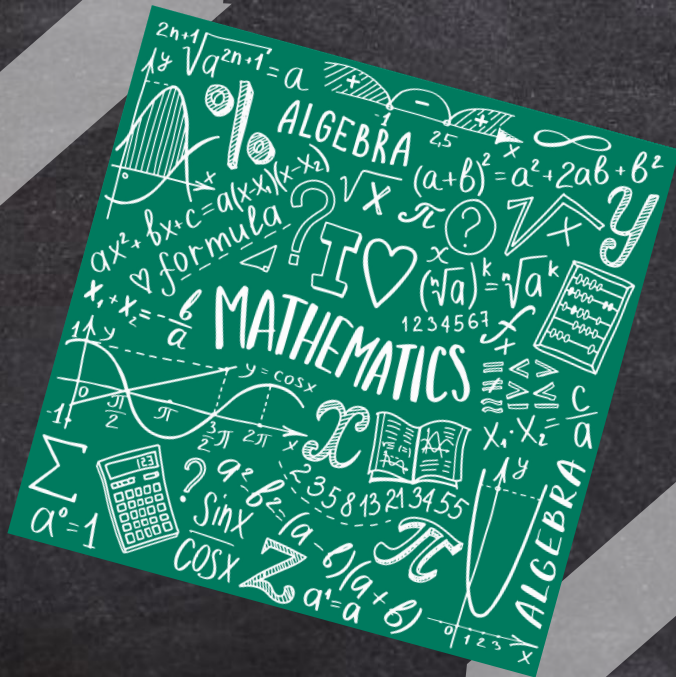
- CR = Curriculum Review
- I = Implementation

# Investigating New Curriculum

## Mathematics (K-4)

This year:

- Review websites and create staff survey
- Review survey results, create an evaluation rubric, create a list of considered materials
- Evaluate materials
- Pilot lessons and get feedback
- Narrow down choices and select materials
- Plan for professional development



# Monitoring and Supporting Newly Adopted Curriculum Areas

You can access the District 48 Instructional Resources under the Curriculum and Instruction tab



# Social Emotional Learning (SEL)

DATES	CHARACTER TRAITS
AUG 28 - SEPT 1	<a href="#">Intro - Week - Other People Mindset (OPM)</a>
SEPT 5 - 8	<a href="#">Curiosity</a> (Interest, Novelty-Seeking, Openness to Experience)
SEPT 11 - 15	<a href="#">Teamwork</a> (Social Responsibility, Loyalty)
SEPT 18 - 22	<a href="#">Open-Mindedness</a> (wisdom & knowledge)
SEPT 25 - 29	<a href="#">OPM - Being present and giving others my attention</a>
OCT 2 - 6	<a href="#">Perspective</a> (wisdom)
OCT 10 - 13	<a href="#">Forgiveness</a> (Mercy)
OCT 16 - 20	<a href="#">Integrity</a> (Authenticity, Honesty)
OCT 23 - 27	<a href="#">Creativity</a> (Originality, Ingenuity)
OCT 30 - NOV 3	<a href="#">OPM - Knowing my words and actions affect others</a>
NOV 6 - 10	<a href="#">Bravery</a> (Valor)
NOV 13 - 17	<a href="#">Gratitude</a>
NOV 27 - DEC 1	<a href="#">Gratitude</a>
DEC 4 - 8	<a href="#">Kindness</a> (Generosity, Nurturance, Care, Compassion)
DEC 11 - 15	<a href="#">OPM - Supporting others when they struggle</a>
DEC 18 - 22	<a href="#">Wildcard/Make-Up</a>
JAN 8 - 12	<a href="#">Self-Control</a> (Self-Regulation)
JAN 16 - 19	<a href="#">Optimism</a> (Hope, Future-Mindedness)
JAN 22 - 26	<a href="#">Prudence</a>
JAN 29 - FEB 2	<a href="#">Perseverance</a> (Persistence, Industriousness)
FEB 5 - 9	<a href="#">Social Intelligence</a> (Emotional Intelligence, Personal Intelligence)
FEB 13 - 16	<a href="#">Love</a>

- Professional Development sessions - May & August
- Daily Lessons
- Differentiated Character Cards
- Mindful Moment
- Tier 2 & 3 Resources
- Parent Newsletters provided
- SEL Committee meetings to continue to monitor our progress:
  - 10/11/23
  - 1/31/24
  - 4/24/24

02

# Instruction

- Committees
- Professional Development
- EL supports

# Committees

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Curriculum Leadership  
Team/Professional Development

Technology

Math (K-4)

Multi-Tiered System of Support (MTSS)

Insurance

Extra Duty

SB7 RIF

PERA Joint

Calendar

Policy

Parent Teacher Advisory & Behavioral  
Intervention

Wellness Committee



# Professional Development Themes

23-24 PD Calendar

School Safety - I love U  
Guys

Investigation of  
Mathematics

Multi-Tiered System of  
Support (MTSS)

Highly Effective  
Collaborative Teams  
(PLC)

Technology - Newline

SEL - Positivity Project

# Newcomer Intake Process

## District Supports (before day 1)

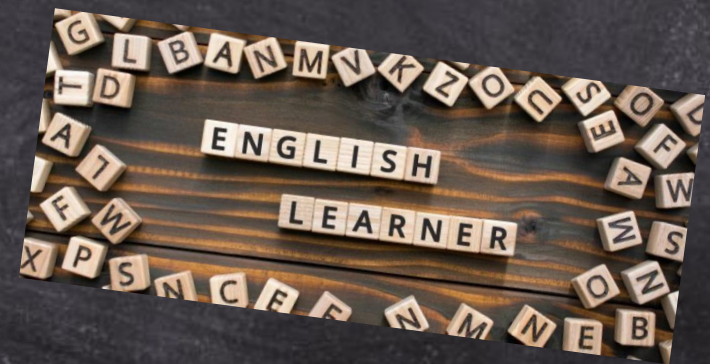
- Staff notified
- Family/Student interview
- Building Orientation
- Welcome materials bag

## School Supports (1-2 weeks)

- Language Assessment
- Placement
- Student Profile Meeting

## Ongoing Monitoring (3 months - 1 year)

- Teacher Support
- Parent Connection
- Student Check-In



# Assessment

03

District 48

Assessment Calendar

## Local Assessments

Grades	Content Area	Assessment	Fall	Winter	Spring
K - 2	ELA	AimswestPlus	Sept 5 - Sept 15	Jan 8 - Jan 19	May 6 - May 17
K - 8	ELA/Math	MAP	Sept 5 - Sept 15	Jan 8 - Jan 19	May 6 - May 17
K - 8	ELA/Math	i-Ready	Sept 5 - Sept 15 (Tier 2 & 3 only)	Jan 8 - Jan 19 (Tier 2 & 3 only)	April 29 - May 3 (All Students)

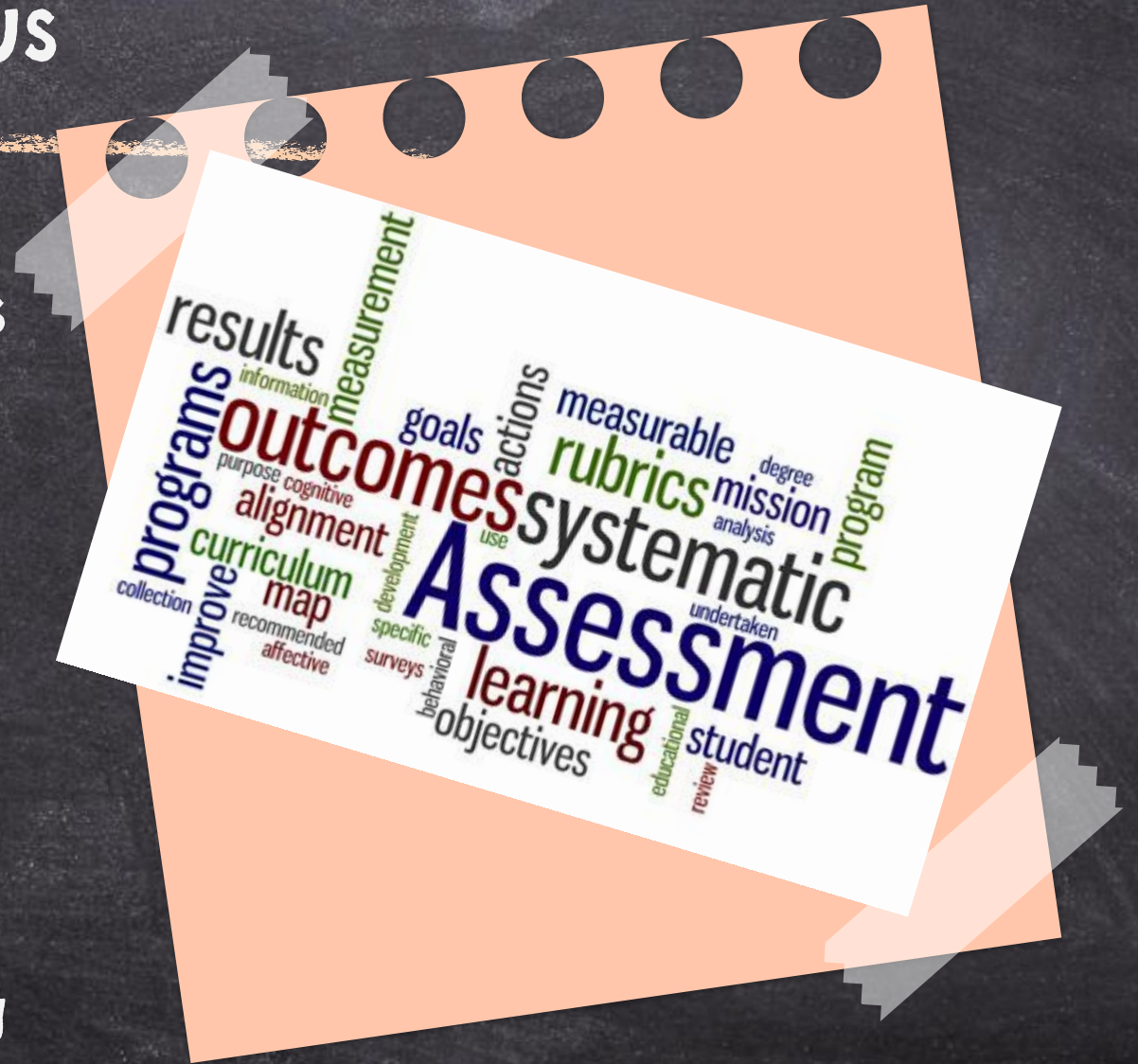
## State Assessments

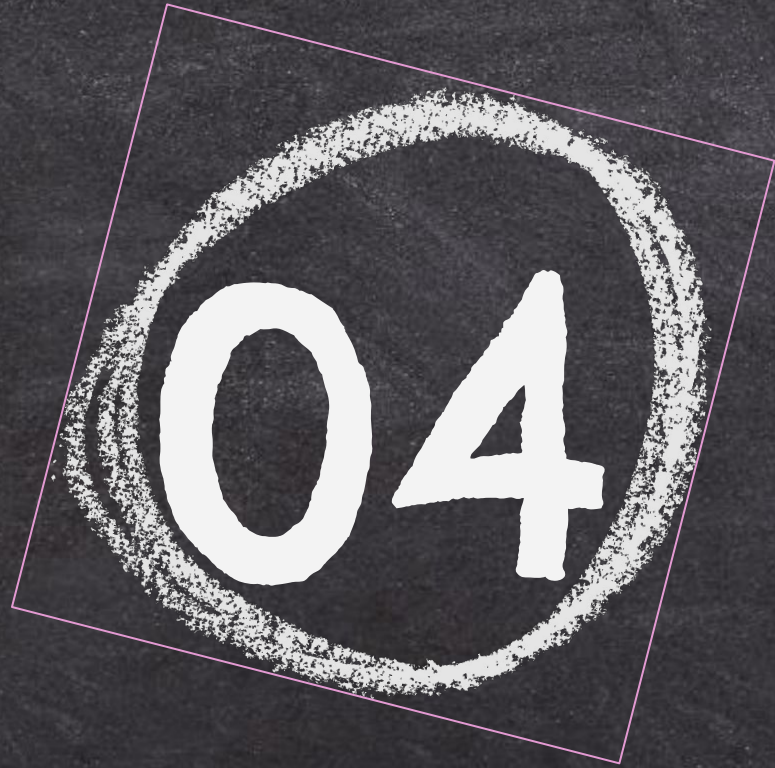
Grades	Content Area	Assessment	Dates		
K	SEL, Language and Literacy, and Math	KIDS	40th Day (Required) Oct 12- 26	105th Day Feb 2 - Feb 16	170th Day May 15 - May 29
3 - 8	ELA/Math	IAR (Illinois Assessment of Readiness)	April 8 - April 19		
5 & 8	Science	ISA (Illinois Science Assessment)	April 22 - April 25		
K - 8	Speaking, Listening Reading, Writing	ACCESS (for EL students)	Jan 17 - March 5		



# Assessment Focus

- Gather information about student's strengths and needs with teacher created common formative/summative assessments
- Focus on using data more effectively through our MTSS process
- Evaluate the tools we currently use for determining student learning





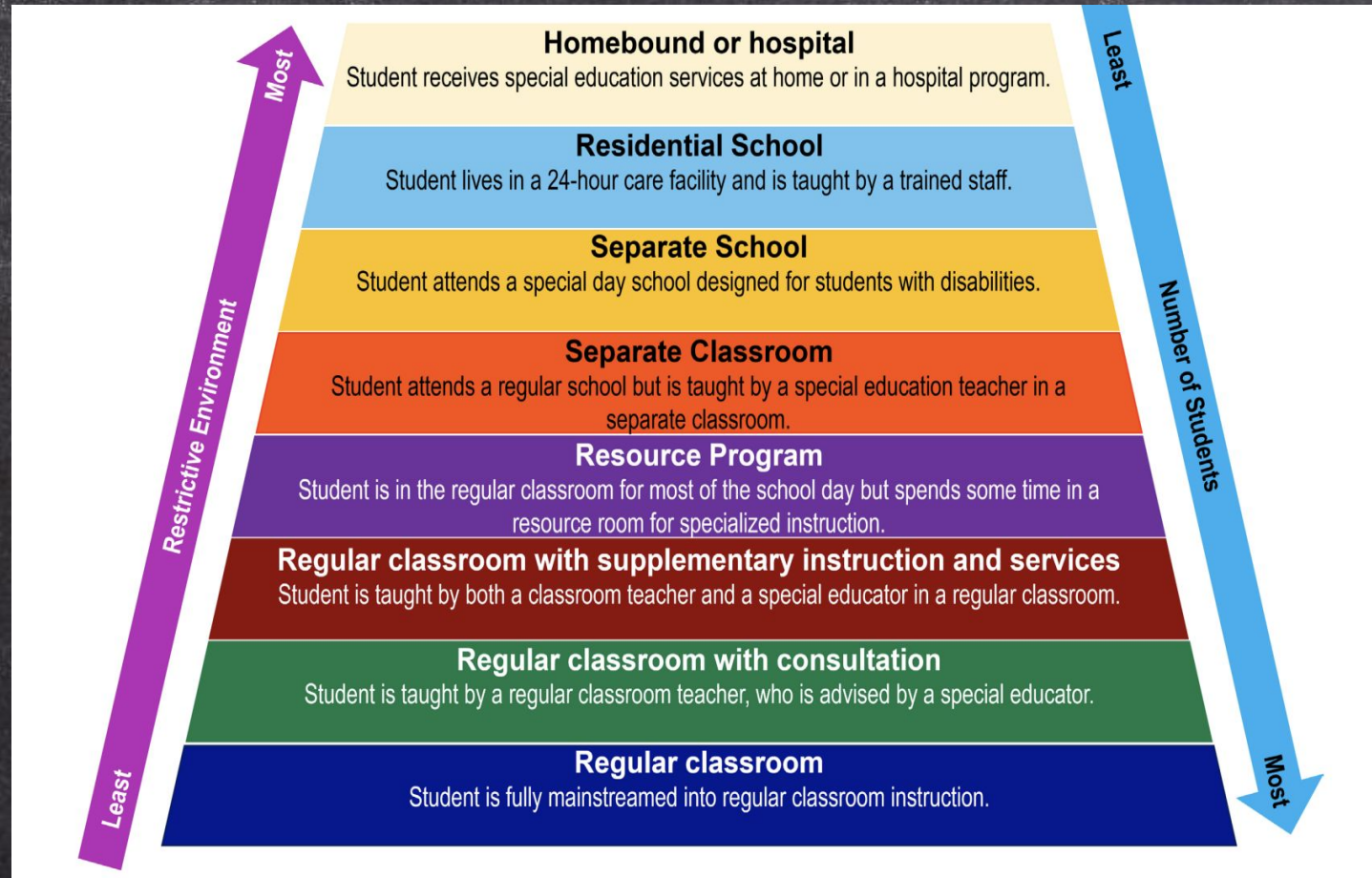
District 48  
Special  
Education  
Continuum

# Least Restrictive Environment

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- To the maximum extent appropriate, children with disabilities are educated with children who are nondisabled.

# Overall Continuum



# D48 Continuum



General Education  
Classroom

General Education  
Classroom-with special  
teacher consultation

Co-Taught General  
Education Classroom

Resource Support

Instructional Classroom

SASED Classrooms/  
Programs

Therapeutic School

Residential School

05

McKinney-Vento



# McKinny Vento

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Children who lack a fixed, regular, and adequate nighttime abode are eligible for McKinney-Vento services. In general, children or youth living in motels, transitional housing, shelters, the street, cars, abandoned buildings, and other inadequate accommodations may be considered eligible for McKinney-Vento services.

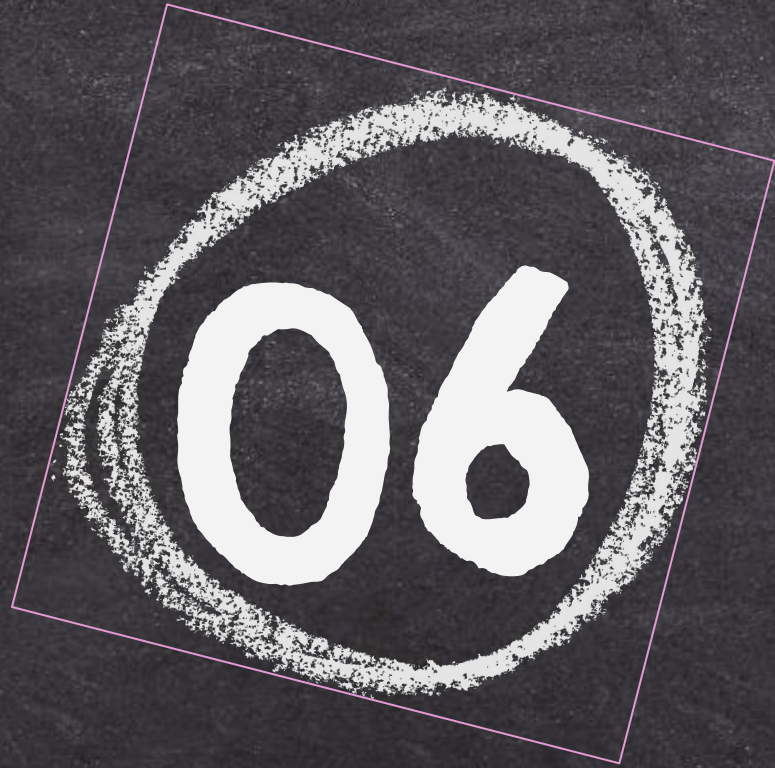


# McKinney Vento Rights

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The Education for Homeless Children and Youth program, which is part of the McKinney-Vento Homeless Assistance Act, ensures that eligible children have the following rights:

- Choice of school
- Immediate enrollment
- Transportation
- Preschool
- Free lunch & fee waivers
- Supplemental tutoring



# Student Wellness

# Student Social and Emotional Wellness







# D48 Clubs and Activities

## AMS Sports

Co-Ed Soccer  
B/G Volleyball  
B/G Basketball  
Cross Country  
Cheerleading

## AMS Clubs

Art  
AVTV  
Variety Show  
Yearbook  
Student Council

## AMS Hub

Spirit/Crafting  
Baking & Cooking  
Badminton  
Chess  
Culture  
Dance

## AMS Hub

5th/6th Book  
Homework  
Fishing  
Cosmetology  
Video Game  
Woodworking

## SMS

Earth Savers  
Homework  
Drama  
Art  
Kids Care

**STUDENT  
CLUBS  
AND  
ORGANIZATIONS**



# Thank you!

Do you have any questions?

Dr. Chris Martelli  
[CMartelli@SaltCreek48.org](mailto:CMartelli@SaltCreek48.org)

Dr. Emily Burnett  
[EBurnett@SaltCreek48.org](mailto:EBurnett@SaltCreek48.org)

# Credits.

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Soon and **Chelsea Market**



**INTERGOVERNMENTAL AGREEMENT FOR  
FACILITIES USE AND  
OPERATION OF A BEFORE AND AFTER SCHOOL RECREATIONAL PROGRAM**

This Intergovernmental Agreement (“Agreement”) is entered into on the dates set forth below, by and between **School District 48** and the **Oakbrook Terrace Park District**. The School District and the Park District are hereinafter sometimes referred to individually as a “Party,” and collectively as the “Parties.”

**WHEREAS**, the Park District agrees to operate an after school recreational program for the School District’s students, commonly known as the LEAP Afterschool Program at Salt Creek Primary School on the terms and conditions hereinafter set forth.

**WHEREAS**, the School District desires to provide the Park District a defined space as detailed below in Paragraph 4.a for the purpose of operating the Park District’s Program at the School.

**WHEREAS**, students of the School District benefit from the administrative ease of having access to the Park District’s programs directly at the School District’s facilities.

**WHEREAS**, the School District and the Park District have the authority to enter into this Agreement pursuant to the *Intergovernmental Cooperation Act*, 5 ILCS 220/1 *et seq.*, and Article 7, Section 10 of the Constitution of the State of Illinois.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Term.** The term of this Agreement shall commence on the date of the last Party to sign this Agreement, and shall terminate in June 2026 upon the conclusion of the 2025-26 school year, unless otherwise terminated as provided herein. The Program shall begin operation on or about August 23, 2023 and continue through the last day of student attendance for the 2025-26 school year. The Agreement may be renewed for additional one-year terms thereafter, by mutual written agreement of the Parties signed by authorized officers of the Parties.
2. **Termination.** This Agreement may be terminated as follows:
  - a. at any time by mutual written agreement of the Parties;
  - b. by either Party for convenience, upon sixty (60) days’ written notice; or



- c. by either Party for cause. In the event of the failure of any Party to perform any or all of its duties and obligations under the terms and conditions of this Agreement, the other Party may provide written notice of such breach to the breaching

Party and may thereafter terminate this Agreement in the event that the breaching Party shall not have cured such breach within thirty (30) days after receipt of such notice.

3. **Park District Responsibilities.** The Park District agrees to perform the following duties and responsibilities:

- a. Establish and operate the Program, during the hours of Mon-Fri, 2:30-6:00pm or such hours as the Parties agree upon from time to time, and are necessary for the operation of the Program, on all days that the School District's students are required to be in attendance (unless specifically identified).
- b. To the extent that the Park District intends to collect fees from students/families who attend the Program, the Park District shall provide the School District with notice of the intended fee amounts no later than June 1<sup>st</sup> of each year, beginning in 2023.
- c. Ensure that each Program staff member undergoes a criminal background check, in accordance with the *Park District Code* Section 8-23, 70 ILCS 1205/8-23, prior to beginning work in the Program.

4. **School District Responsibilities.** The School District agrees to perform the following duties and responsibilities:

- a. Provide the Park District with access to the following space ("Facilities") within the School District: Gymnasium and playground at Salt Creek Primary. If any of the spaces above are needed for School District use, the School District will provide an alternate location for the Program. In such event, the School District will provide the Park District with as much notice as reasonably possible. The School District will also provide reasonable access to its parking lots, walkways, grounds and common facilities to allow parking and ingress/egress for the Park District Program. Additionally, the School District will provide specified restrooms and storage areas that are agreed on by both Parties prior to the start of the Program.
- b. Provide the Park District staff with sufficient access to the Facilities before, during, or after the following times 2:30-6:15pm or such hours as the Parties agree upon so that the Park District can operate the Program on all days that the School District's students are required to be in attendance.



- c. Provide and pay for utilities of the space, including, but not limited to, electricity, gas, water, garbage, and sewer service. The School District shall maintain and keep the lawn, walkways, parking areas, and sidewalks around the School District in good order and repair in a clean, safe and useable condition, reasonably clear of snow, ice, and debris. The School District shall provide regular daily cleaning and periodic surface maintenance, commensurate with the School District's customary cleaning procedures used in other School District facilities.
  - d. Make all structural repairs and replacements which may be necessary where the repairs and replacements are not occasioned by the negligent acts of the Park District, its employees, agents, or representatives, in which latter event, the Park District shall be responsible. Structural repairs and replacements shall include maintenance, repair, and replacement of mechanical systems, heating system, plumbing system, HVAC system, exterior walls, foundations, roof, beams and supports, gutters, downspouts, broken glass, and utilities. Unless an unforeseen emergency arises, the School District shall give the Park District at least two (2) weeks' notice of any structural repairs and replacements. Any repairs, alterations, and remediation work that the School District, its agents, representatives, or contractors perform in or about the School District shall be performed in a manner that does not unreasonably interfere with the Park District's operations or endanger the health or safety of the Program staff or participants. All such work shall be performed in accordance with applicable law.
5. **Employment and Supervision.** All Program staff members are and will remain employees of the Park District rather than the School District. The Park District shall be responsible for the payment of salaries and benefits, and the evaluation, supervision and direction of Program staff members, and the operation of the Program.
  6. **Property Damage.** The Park District shall pay the cost of repair for any damages beyond normal wear and tear (including, but not limited to, damage to buildings, equipment, supplies, or fixtures) that is caused by a Park District employee or agent during the operation of the Program.
  7. **Third Party Beneficiaries.** This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.



8. **Indemnification.** To the fullest extent permitted by law, the Park District agrees to indemnify and hold harmless the School District, its individual Board members, administrators, employees, volunteers and agents (“School District Indemnitees”) from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney’s fees and court costs) arising from or in connection with the Park District’s activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligence or intentional wrongful conduct of the School District Indemnitees.

To the fullest extent permitted by law, the School District agrees to indemnify and hold harmless the Park District, its individual Board members, administrators, employees, volunteers and agents (“Park District Indemnitees”) from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney’s fees and court costs) arising from or in connection with the School District’s activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligence or intentional wrongful conduct of the Park District Indemnitees.

The indemnification obligations contained in this Paragraph are subject to any defenses or limitations of liability permitted under the *Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq.*, or otherwise provided by law.

9. **Insurance.** Each Party shall obtain and maintain in full force and effect during the term of this Agreement, or any extension thereof, Commercial General Liability Insurance, self-insurance, or insurance through a self-insured risk pool with limits of not less than \$1,000,000 per occurrence, a general aggregate limit of not less than \$2,000,000, and umbrella coverage with limits not less than \$5,000,000. Each Party’s General Liability insurance (or self-insurance or self-insured risk pool) policy shall name the other Party as an additional insured on the above required policies. The Parties also agree to obtain and maintain in full force and effect statutory Workers’ Compensation Insurance. All policies, with the exception of Workers’ Compensation Insurance, must be on an occurrence basis, not a claims-made basis. Prior to the commencement of this Agreement or any renewal or extension thereof, and upon request of either Party, each Party shall furnish the other Party with Certificates of Insurance or Certificates of Coverage, showing compliance with the insurance requirements set forth above.
10. **Governing Law and Severability.** This Agreement shall be construed in accordance with the laws of the State of Illinois. If any provision of this Agreement is invalid or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by law.



11. **Notice.** Notices shall be deemed properly given hereunder if in writing and either hand delivered, sent by United States certified mail, return receipt requested, postage prepaid, or sent by a national overnight courier service to the Parties at their respective addresses provided below, or as either Party may otherwise direct in writing to the other Party from time to time:

If to School District:

Salt Creek School District 48, 1110 S. Villa Ave, Villa Park, IL 60181

If to Park District:

1S325 Ardmore Avenue, Oakbrook Terrace, IL 60181

All such notices shall be effective upon delivery.

12. **Entire Agreement.** This Agreement contains the entire agreement between the Parties with respect to the Program and cannot be modified except in a writing, dated subsequent to the date hereof and signed by authorized officers of both Parties.
13. **No Joint Venture.** Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither Park District nor School District shall have the power to bind or obligate the other except as to the extent expressly set forth in this Agreement.
14. **Authority.** The individual officers of Park District and School District who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.
15. **Waiver.** The waiver by either Party of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant, or condition on any subsequent breach of the same or any other term, covenant, or condition herein contained. None of the terms, covenants, or conditions of this lease can be waived by either Party except by appropriate written instrument signed by an authorized officer of the waiving Party.



16. **Multiple Counterparts.** This Amendment may be executed in counterparts, each of which shall be an original but all of which taken together shall constitute but one and the same instrument. In the event any signature is delivered by facsimile or by email delivery of a scanned electronic file, such signature shall create a valid and binding obligation of the party with the same force and effect as if the facsimile or scanned electronic signature page were an original thereof.



IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Park District and the School District have caused this Agreement to be executed on the dates set forth below.

**School District 48**

**Oakbrook Terrace Park District**

By: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# FGMARCHITECTS

September 13, 2023

Rebecca Allard, CSBO  
Director of Operations & Business Services  
Salt Creek School District 48  
1110 S. Villa Ave  
Villa Park, IL 60181

Subject: Proposal for 2023 Space Planning at Multiple Sites v1

Dear Ms. Allard:

The following constitutes our proposal to perform 2023 Space Planning for Salt Creek School District 48.

## Project Understanding:

Overview: The Scope of Work associated with this proposal is to create additional Space Planning concepts for Salt Creek Primary School (PK-1), Stella May Swartz Elementary School (2-4) and Albright middle school (5-8). This work will be an extension of the 2021 Space Utilization Study so the design team will use the original 2021 Task 1 information (collection/distribution of existing documentation).

District 48 may also study grade level changes at each site. Proposed grade levels noted below:

- SCP- PK, K, 1, 2
- Swartz- 3,4,5
- AMS- 6,7,8

## Professional Services:

Basic Services to include:

- Task 1: Program Development – Space Needs Analysis
- Task 2: Concept Development
- Task 3: Analysis/Decision Making
- Task 4: Final report

See attached Exhibit A for additional Scope of Work detail.

## Physical Parameters:

Locations:

# FGMARCHITECTS

Building 1:  
Albright Middle School  
1110 S. Villa Ave.  
Villa Park, IL 60181  
630-279-6160

Building 2:  
Stella May Swartz Elementary School  
17W160 16th Street  
Oakbrook Terrace, IL  
630-834-9256

Building 3:  
Salt Creek Primary  
980 South Riverside Drive  
Elmhurst, IL  
630-832-6122

## Project Team:

Project team members included in the Basic Services fee:

- FGM Architects Inc. (Architect)

Consultant retained as a reimbursable:

- Amsco

Consultants retained at the Owners expense:

- Industrial Hygienist
- Surveyor
- Outside estimation

## Proposed Schedule:

- |                  |                                                     |
|------------------|-----------------------------------------------------|
| • September 2023 | Program confirmation                                |
| • October 2023   | On-site meetings at each building, refine solutions |
| • November 2023  | Administrative meetings, refine solutions           |
| • December 2023  | Third party estimation                              |
| • January 2024   | Task 5: Issue final report                          |
| • January 2024   | through June 2024 pre referendum planning           |

## FGMARCHITECTS

### Compensation:

- Planning Services shall be billed on a time and material basis at hourly rates are noted on Exhibit B (attached).
- Specialty or other consultants (civil, traffic, soils evaluation, estimation, etc.) shall be billed as a reimbursable expense.

### Deliverables:

The Architects will assemble a final report that shall include the following information:

- Introduction: Goals, Process, and Schedule
- Executive Summary
- Meeting notes and participants
- Section for Each School (organized as follows):
  - Space Program
  - Concepts

### Qualifications:

The design team has made the following assumptions in the preparation of this Proposal:

- This proposal does not include the development of any Schematic Design Documents, Design Development Documents, Construction Documents or specifications.
- Reproduction of existing "As-Built" documents shall be billed as a reimbursable.
- Hazardous material analysis (asbestos, fuel oil, etc.) and removal estimation is not included in Basic Services.
- Cost estimation may be verified by a Construction Manager for District 48 or an outside estimation service under a separate contract with District 48.
- Site surveys will be required to be performed by a third-party surveyor. Survey work is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and surveyor would be developed and the Architect would assist the Owner with the survey process. If the Owner does not wish to update site surveys, then site diagrams could be developed for the Report.
- Soils analysis may be required to be performed by a third-party testing service. Soils analysis work is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and testing service would be developed and the Architect would assist the Owner with the process.

### Exhibits:

- Exhibit A- Task Summary
- Exhibit B- hourly rates

## FGMARCHITECTS

Thank you for the opportunity to submit our proposal for this work. Please let me know if this proposal is acceptable and I will develop an Amendment to the AIA® Document B141™ - 1997, Standard Form of Agreement between Owner and Architect, dated November 7, 2007

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald W. Richardson". The signature is fluid and cursive, with a large initial "R" and "W".

Ronald W. Richardson | Vice President  
[ronr@fgmarchitects.com](mailto:ronr@fgmarchitects.com)

cc: file  
Matt Toepper, FGMA

Enclosure(s): Exhibits A and B

2023-9-13 v1

<b>Basic Services:</b>	
<b>Task 1</b>	<b>Program Development – Space Needs Analysis</b>
1	FGM will meet with District and building administrators to identify current space and adjacency deficiencies and develop a updated programs for the District. The programs will consist of a facility list (space types, sizes and quantities) and adjacency diagrams.
2	FGM Architects will prepare materials to be used in a meeting with the District and building Administration. The purpose of the meetings will be to review/approve input for the program developed to support enrollment and teaching/learning needs in the District.
<b>Task 2</b>	<b>Concept Development</b>
1	Preparation and Administrative Meetings
<b>Task 3</b>	<b>Analysis/Decision Making</b>
1	Preparation and Administrative meetings
<b>Task 4</b>	<b>Final report</b>
1	FGM Architects will prepare a final Report that will be organized as follows:
a	Introduction: Goals, Process, and Schedule
b	Executive Summary
c	Meeting notes and participants
d	Section for Each School (organized as follows:)
1	Program
2	Concepts
3	Space Utilization Assessment Updates

**Reimbursable Expenses :**

- 1 Civil engineering (storm water or utility design)
- 2 Structural design
- 3 Environmental remediation design
- 4 Outside estimation
- 5 Site surveys, soil borings

# FGMARCHITECTS

## FGM Architects Inc. Hourly Billing Rates

Effective February 1, 2023\*

Principal	\$300.00
Arch IV	260.00
Arch III	220.00
Arch II	180.00
Arch I	140.00
Interior Designer IV	240.00
Interior Designer III	200.00
Interior Designer II	160.00
Interior Designer I	120.00
Project Administrator	135.00

*\*Rates are subject to adjustment each November 1<sup>st</sup>.*

# FGMARCHITECTS

September 13, 2023

Rebecca Allard, CSBO  
Director of Operations & Business Services  
Salt Creek School District 48  
1110 S. Villa Ave  
Villa Park, IL 60181

Subject: Proposal for 2023 Facility Assessment and 10 Year Safety Survey at Multiple Sites v1

Dear Ms. Allard:

The following constitutes our proposal to perform a Facility Assessment and 10 Year Safety Survey (referred to as the Report) for three (3) schools. The Scope of Work associated with this Report will be based on the narrative outlined below.

## Professional Services:

Facility Assessment- Basic Services to include:

- A review of site surface conditions. No civil engineering design services or materials testing are included
- A review of the exterior enclosures (windows, walls)
- A review of interior conditions- floors, walls, ceilings, doors, toilet rooms and support spaces
- Space utilization plans
- Roof evaluation (based on visual survey)
- A review of large mechanical and electrical equipment systems
- Paving evaluation (based on visual survey)
- A meeting to gather additional information from building staff on facility related issues that may not have been obvious during the facility review
- A final meeting to review scope of work/budget and prioritize the items
- A final 10-year cost matrix which will include life safety items, facility items, large equipment replacement information, paving work and roofing work. All cost data to be based on conceptual design only.

10 Year Safety Survey- Basic Services to include:

- Task 1: Conduct an on-site building survey
- Task 2: Update Safety Reference Plans
- Task 3: Complete the Certificate of Building Compliance or develop a Violation and Recommendation Schedule.
- Task 4: Update the Description of Existing Conditions

# FGMARCHITECTS

- Task 5: meeting to review the findings
- Task 6: update information/submit the information in IWAS

## Physical Parameters:

### Building Locations:

Building 1:  
Albright Middle School  
1110 S. Villa Ave.  
Villa Park, IL 60181  
630-279-6160

Building 2:  
Stella May Swartz Elementary School  
17W160 16th Street  
Oakbrook Terrace, IL  
630-834-9256

Building 3:  
Salt Creek Primary  
980 South Riverside Drive  
Elmhurst, IL  
630-832-6122

## Project Team:

Project team members included in the Basic Services fee:

- FGM Architects Inc. (Architect)

Consultant retained by the Architect:

- Amsco

Consultants retained at the Owners expense:

- Industrial Hygienist
- Surveyor
- Outside estimation
- Contractor(s) for destructive testing
- Materials testing agency

# FGMARCHITECTS

Proposed Schedule:

- September 2023                      November 2023- survey work and initial report
- December 2023                      Meeting 1 to review draft Report, prioritize items and to add any Owner issues not evident during the walk- through
- January 2024                              Report updates
- February 2024                            Meeting 2 to review final Report (if needed)

Compensation:

The following summary reflects the fee associated with the Facility Assessment and 10 Year Safety Survey Work:

Building	Area	Cost/sf	Subtotal
Albright Middle School	37,820	\$ 0.20	\$ 7,564.00
Salt Creek Primary	27,122	\$ 0.20	\$ 5,424.40
Stella May Swartz	21,067	\$ 0.20	\$ 4,213.40
<b>Total</b>			<b>\$ 17,201.80</b>

Maintenance Building                                      5,525                                      no work

- The total fee for Basic Services shall be billed as a fixed fee of **\$17,201.80**.

Deliverables:

The Architects will assemble a final report that shall include the following information:

- Introduction
- Existing building evaluation (interior conditions, roof conditions, MEP systems and building enclosure)
- Paving evaluation
- Facility assessment reference plans
- Roof evaluation
- Space utilization plans
- 10-year cost matrix which will include life safety items, facility items, large equipment, paving work and roofing work. All cost data to be based on conceptual design only.
- 10 Year Safety Survey filed in IWAS

Qualifications:

The design team has made the following assumptions in the preparation of this Proposal:

## FGMARCHITECTS

- This proposal does not include the development of any Schematic Design Documents, Design Development Documents, Construction Documents or specifications.
- Site and exterior envelop review to take place without snow or ice cover.
- Preliminary submissions of work are not included.
- Reproduction of existing "As-Built" documents shall be billed as a reimbursable.
- Hazardous material analysis (asbestos, fuel oil, etc.) and removal estimation is not included in Basic Services.
- The design team will note masonry cracks observed during the survey work. However, detailed structural evaluation and solution development are not included under Basic Services. No structural analysis of any kind is included in Basic Services.
- No civil engineering services are included in Basic Services.
- The design team will need access to existing HVAC and electrical plans. A building staff member, familiar with the building systems, may be required to escort the design team during the building survey work.
- Pavement borings, roof cores and/or material testing may be required to be performed by a third-party material testing service. These items are not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and the testing service would be developed and the Architect would assist the Owner and the material testing service with the material testing process.
- FGM will need installation/warranty data for existing roof/mechanical systems
- District 48 should have the sewer system video surveyed given the history of the system. This item is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and the testing service would be developed and the Architect would assist the Owner and the material testing service with the material testing process.
- No destructive testing is included. Should destructive testing be needed (to look inside a wall, above a gypsum board ceiling, etc.), the Architect could develop a Request for Proposal for this work, an agreement between the Owner and contractor would be developed and the Architect would assist the Owner with the demolition and repair process.
- Site surveys may be required to be performed by a third-party surveyor. Survey work is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and surveyor would be developed and the Architect would assist the Owner with the survey process. If the Owner does not wish to update site surveys then site diagrams could be developed for the Report.
- Roof plans will be diagrammatic.
- Roofing review will be subject to surface conditions. The Architect cannot survey the roof if the surface is covered in snow and/or ice.

### Exhibits:

- None

## FGMARCHITECTS

Thank you for the opportunity to submit our proposal for this work. Please let me know if this proposal is acceptable and I will develop an Amendment to the AIA® Document B141™ - 1997, Standard Form of Agreement between Owner and Architect, dated November 7, 2007

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald W. Richardson". The signature is fluid and cursive, with the first name being the most prominent.

Ronald W. Richardson | Vice President  
[ronr@fgmarchitects.com](mailto:ronr@fgmarchitects.com)

cc: file  
Matt Toepper, FGMA

Enclosure(s): NA



## DISTRICT 48 STUDENTS/OUT-OF-DISTRICT PLACEMENTS

Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	March 2023	April 2023	May 2023	June 2023	Aug. 2023	Sept. 2023
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<b>TOTAL</b>	14	15	15	15	15	15	15	15	15	15	15	17
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## TOTAL NUMBER OF STUDENTS

Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	March 2023	April 2023	May 2023	June 2023	Aug. 2023	Sept. 2023
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### SALT CREEK

<b>Sub-Total</b>	145	147	149	148	149	150	151	151	151	151	151	152
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### SWARTZ

<b>Sub-Total</b>	151	151	150	152	153	155	155	156	156	156	158	164
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### ALBRIGHT

<b>Sub-Total</b>	198	200	202	204	205	206	208	208	197	196	195	205
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### OUT OF DIST

14	15	15	15	15	15	15	15	15	15	15	15	17
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### GRAND TOTAL

<b>508</b>	<b>513</b>	<b>516</b>	<b>519</b>	<b>522</b>	<b>526</b>	<b>529</b>	<b>530</b>	<b>519</b>	<b>518</b>	<b>519</b>	<b>538</b>
------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------

**RESOLUTION TO ADOPT THE ANNUAL BUDGET FOR THE 2023-2024 SCHOOL YEAR**

WHEREAS, the Board of Education (the “Board”) of Salt Creek School District No. 48, DuPage County, Illinois, caused to be prepared in tentative form an annual budget (the “Budget”), and the Secretary of this Board has made the tentative Budget conveniently available for public inspection for at least 30 days prior to final action on the Budget; and

WHEREAS, a public hearing was held as to such Budget on September 21, 2023, notice of the hearing was given at least 30 days prior thereto as required by law, and all other legal requirements having been complied with.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Salt Creek School District No. 48, DuPage County, Illinois, as follows:

Section 1. The fiscal year of this School District shall be and the same hereby is fixed and declared to commence July 1, 2023, and to end June 30, 2024.

Section 2. The following Budget, attached and made a part of this resolution, containing an estimate of amounts available in each fund separately, and of expenditures to be made from each fund, and the same is hereby adopted as the Budget of this School District for said fiscal year, and the Secretary, or her designee, is authorized to file such Budget with the Illinois State Board of Education.

Section 3. This Resolution shall be in full force and effect upon its adoption.

Upon motion by Member \_\_\_\_\_ to adopt the above Resolution, seconded by Member \_\_\_\_\_, a roll call vote was taken and the Members voted as follows:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

September 21, 2023

\_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                          )  
COUNTY OF DUPAGE        )

**CERTIFICATION**

I, Stacy Rattana, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Salt Creek School District 48, DuPage County, Illinois, and as such I am the keeper of the records and files of the Board of Education of said District.

I do further certify that the foregoing constitutes a full, true, and complete copy of the Resolution entitled “RESOLUTION TO ADOPT ANNUAL BUDGET FOR THE 2023-24 FISCAL YEAR” for Salt Creek School District 48, DuPage County, Illinois, for the current fiscal year beginning July 1, 2023, and ending June 30, 2024, and that said Resolution was duly passed and adopted at a lawfully convened and held meeting of the Board of Education of said School District No. 48 held on September 21, 2023.

**IN WITNESS WHEREOF**, I hereunto affix my signature at Salt Creek, Illinois, this  
21<sup>st</sup> day of September 2023

\_\_\_\_\_  
Secretary, Board of Education  
Salt Creek School District 48,  
DuPage County, Illinois

Witnessed on the 21<sup>st</sup> day of September,  
2023 before me, notary public, appointed in  
DuPage County for the State of Illinois

x \_\_\_\_\_  
Notary  
My commission expires \_\_\_\_\_



## SALT CREEK SCHOOL DISTRICT NO. 48

SERVING THE COMMUNITIES OF ELMHURST • OAK BROOK • OAKBROOK TERRACE • VILLA PARK

[www.saltcreek48.org](http://www.saltcreek48.org)

AMY M. ZAHER, ED.D.  
Superintendent of Schools

ADMINISTRATIVE OFFICES  
1110 S. VILLA AVE.  
VILLA PARK, IL 60181  
(630) 279-8400  
FAX (630) 279-6167

To: Board of Education  
Amy M. Zaher, Superintendent

From: Rebecca J. Allard, Director of Operations & Business Services

Date: September 12, 2023

Re: Approval of New Telephone System

At the March 16, 2023, Board of Education meeting, the board authorized the administration to partner with Client First Technology Consulting to prepare a Request for Proposal for a new telephone system for the district. The partnership also includes Client First to oversee the installation of the new telephone system.

On Friday, September 1, 2023, a committee consisting of nine members, Dr. Amy Zaher, Angela Trexler, Lauren Scanlan, Roxanne Beausoleil, Client First employees Craig Williams, Thomas Weiman, Marcia Struwing, Matthew Whisenant, and myself conducted interviews with two telecommunication companies to receive proposals for a new telephone system for the district.

*Company #1- Telecom Innovations Group LLC presented a Mitel Gold Premise System*

*Company # 2 CNG presented an Avaya Cloud Based System.*

Following the presentation of the two proposals, the committee discussed the two presentations and are recommending Telecom Innovations Group LLC (TIG) to install the Mitel Gold Premise System at a 5-year cost of \$121,150.28

Please see the attached letter from Client First for additional details.

*“Teaching Tomorrow’s Leaders”*

Date: September 12, 2023  
To: Rebecca Allard, Director of Operations & Business Services  
Salt Creek School District #48  
From: Tom Weiman, ClientFirst Technology Consulting, LLC  
Re: VoIP Telecom System Selection Findings Report

Dear Becky:

Thank you for the opportunity to work with you and the district in the design and competitive selection of a new telephone system. We understand that the Board of Education approved Phase II of the Client First proposal dated February 23, 2023, to assist the district with the implementation of the new phone system.

## Project Background

The District currently has an older version of a Cisco VoIP Telephone system which has served the District for many years. The District purchased the system from a local vendor many years ago and has been working with local dealers to maintain the system for service and support.

Due to the age of the existing system the hardware and software needed to be updated to address support and obsolescence issues. In addition, the existing system's software features and hardware did not provide the needed services for the current needs of the District. The District determined that the cost to perform the needed update was significant and an entirely new system could be purchased for the same or less cost.

To address this concern and to make sure the District obtained the best solution and best value, the District retained our services to perform an operational assessment, develop specifications and a formal Request For Proposal (RFP) and assist with the evaluation of the vendor proposals.

## Project Review & Findings

Our project scope included assisting the District with the operational assessment, development of a formal RFP document and evaluation of the vendor proposals. The following general steps were performed:

- Conducted Departmental User Interviews
- Reviewed existing telecommunication lines & services
- Reviewed the data network equipment
- Developed a Formal Request For Proposal (RFP)
- Conducted a formal vendor question and answer process
- Reviewed vendor responses and conducted selection discussion with District
- Planned and attended a Formal Vendor Presentation and Demonstration
- Developed a report of Findings and Recommendations

## **Project Activities**

- The Draft VoIP Telecommunications RFP document was reviewed by the District and updated as needed. The document was then released to 30 telecommunications system providers serving the Chicago area. The RFP was also posted to the District's Website and advertised in a local paper by the District. The vendors included those providing both premises based as well as cloud/hosted based services.
- The vendors submitted formal questions regarding the RFP and system. We received questions from several vendors. We worked with the District to provide a written response and provided it to all vendors as well as posting the document on the District website.
- The vendor group was provided a total of 30 days to develop a response and proposal. Proposals were delivered to the District.
- The District received 13 proposals from 10 vendors in response to the RFP. Some vendors chose provide multiple system proposals. The response from the vendors included an excellent combination of high-quality premises-based systems as well as cloud-based solutions.

We received the following proposals:

Vendor	Type of System	One-Time Cost	5 years - Annual Maintenance/SIP	5 years - Annual License Fee/OTT	Total 5-year Cost	Evaluation Rating Scale 1-10
IPC Comm	Mitel Premises	\$105,957.14	\$45,750.60	N/A	\$151,707.74	5.99
Ficek Electric and Communications	Avaya IP Office - Redundant	\$93,896.12	\$52,000.00	N/A	\$145,896.82	5.56
Ficek Electric and Communications	Avaya IP Office – Non Redundant	\$99,558.61	\$52,000.00	N/A	\$151,558.61	5.44
Ficek Electric and Communications	Elevate Cloud	\$62,818.50	N/A	\$148,059.84	\$210,878.34	4.64
Everstream	Everstream Hosted	\$23,760.00	N/A	\$95,040.00	\$118,800.00	7.28
Sound Inc.	GoTo	\$35,203.22	N/A	\$87,262.56	\$122,465.78	7.29
CNG	Avaya Cloud	\$35,664.00	N/A	\$70,449.60	\$106,114.00	7.27
KKworx	NEC	\$156,272.47	\$77,081.20	N/A	\$229,353.67	4.73
KKworx	NEC - Cloud	\$82,852.72	N/A	\$189,410.88	\$272,263.60	5.16
Vertical Comm	8x8	\$64,238.12	N/A	\$149,004.48	\$213,242.60	6.32
B2BTechnologies	Mitel	\$68,579.92	N/A	\$48,195.82	\$116,775.74	7.18
<b>TIG</b>	<b>Mitel</b>	<b>\$70,757.28</b>	<b>\$50,393.00</b>	<b>N/A</b>	<b>\$121,150.28</b>	<b>7.99</b>
Asenda	GoTo	\$35,203.22	N/A	\$87,262.56	\$122,465.78	7.09

Salt Creek School District #48

Vendors and their proposals were evaluated based on a number of different criteria including Purchase Price, Total 5-Year Costs, Service and Support, Manufacturer Stability & Direction, Input from Staff, Etc.

The District and consultants reviewed the vendor proposals in detail and after that review determined 2 finalist vendors to invite in to provide a presentation of their company and demonstration of the proposed system. These are the two solutions selected to provide a presentation:

Vendor	Type of System	One-Time Cost	5 years - Annual Maintenance/SIP	5 years - Annual License Fee/OTT	Total 5 Year Cost
<b>Telcom Innovations Group (TIG)</b>	Mitel Premises	\$70,757.28	\$50,393.00	N/A	\$121,150.28
<b>CNG</b>	Avaya Cloud	\$35,664.40	N/A	\$70,449.60	\$106,114.00

- These two vendors were provided a formal agenda to follow for their presentation and were provided 2 full hours to present their company and the proposed solution.
- 5 District staff members representing District operations were invited to participate in the vendor meetings and presentations. District IT and consultants also attended the meetings.
- District staff were provided the opportunity to ask questions, view the telephone sets included in the vendor proposals and participate in a demonstration of the proposed system.
- At the conclusion of the second presentation, the District Staff provided their input regarding their thoughts on the vendor presentations, proposed system and vendor.

**Findings Recommendation**

Based on the evaluation performed by the District and Consultants and the input from the District staff in attendance for the Vendor Presentations and Demonstrations, the District has selected Telcom Innovations Group (TIG) and the Mitel Telecommunications system as the final recommended selected vendor.

We believe the District should proceed with the finalization of the system purchase contract/configuration and purchase of the new system from TIG. The system can provide the features needed for District Operations, TIG and Mitel can provide the needed maintenance, software assurance and support and meets the District’s operational needs and budget.

If you have any questions, feel free to contact me at 847.910.7047 or via email at [tweiman@clientfirstcg.com](mailto:tweiman@clientfirstcg.com) for additional information.

Sincerely,



**Thomas Weiman**  SOCIETY OF COMMUNICATIONS TECHNOLOGY CONSULTANTS INTERNATIONAL  
 Practice Leader  
 Enterprise Communications Consulting



# ISDLAF+ Monthly Statement

Salt Creek School District 48

## Current Portfolio

8/31/2023

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV	Face/Par	Market Value
LIQ				08/31/2023		LIQ Account Balance	\$2,547.33	5.281%	\$1.000	\$2,547.33	\$2,547.33
MAX				08/31/2023		MAX Account Balance	\$1,164,472.69	5.295%	\$1.000	\$1,164,472.69	\$1,164,472.69
TS	TS	296212-1	07/28/2023	07/28/2023	09/22/2023	ISDLAF+ TERM SERIES, IL	\$2,000,000.00	5.303%		\$2,016,272.22	\$2,000,000.00
SEC	3	60454-1	06/09/2023	06/12/2023	09/26/2023	TREASURY BILL, 912797GU5	\$3,941,217.11	5.150%		\$4,000,000.00	\$3,985,326.40
SEC	3	61041-1	07/25/2023	07/26/2023	10/19/2023	TREASURY BILL, 912797FB8	\$1,999,517.75	5.272%		\$2,024,000.00	\$2,009,737.54
SEC	3	60706-1	06/30/2023	07/05/2023	10/31/2023	TREASURY BILL, 912797HD2	\$849,568.13	5.269%		\$864,000.00	\$856,397.95
SEC	3	61042-1	07/25/2023	07/26/2023	11/21/2023	TREASURY BILL, 912797HL4	\$1,749,051.13	5.311%		\$1,779,000.00	\$1,757,859.47
CD	N	1351698-1	07/25/2023	07/25/2023	11/22/2023	FIRST COMMERCIAL BANK, MS	\$245,550.00	5.330%		\$249,852.89	\$245,550.00
SEC	3	61043-1	07/25/2023	07/26/2023	12/21/2023	TREASURY BILL, 912797FV4	\$1,999,009.77	5.318%		\$2,042,000.00	\$2,008,724.75
CD	N	1351702-1	07/25/2023	07/25/2023	01/22/2024	Vast Bank, National Association, OK	\$243,300.00	5.450%		\$249,875.43	\$243,300.00
CD	N	1351703-1	07/25/2023	07/25/2023	01/22/2024	Bank Hapoalim B.M., NY	\$243,400.00	5.340%		\$249,845.40	\$243,400.00
CD	N	1351700-1	07/25/2023	07/25/2023	01/22/2024	CIBC Bank USA, MI	\$243,450.00	5.325%		\$249,878.58	\$243,450.00
CD	N	1351705-1	07/25/2023	07/25/2023	01/22/2024	Bank 7, OK	\$243,400.00	5.348%		\$249,855.02	\$243,400.00
CD	N	1351701-1	07/25/2023	07/25/2023	01/22/2024	First National Bank, ME	\$243,400.00	5.340%		\$249,845.48	\$243,400.00
CD	N	1351704-1	07/25/2023	07/25/2023	01/22/2024	First State Bank and Trust Company, Inc., MO	\$243,450.00	5.340%		\$249,896.72	\$243,450.00
CD	N	1351699-1	07/25/2023	07/25/2023	01/22/2024	Preferred Bank, NY	\$243,400.00	5.340%		\$249,845.48	\$243,400.00
CD	N	1351706-1	07/25/2023	07/25/2023	01/22/2024	Financial Federal Bank, TN	\$243,350.00	5.400%		\$249,866.45	\$243,350.00
							<b>\$15,898,083.91</b>			<b>\$16,141,053.69</b>	<b>\$15,977,766.13</b>

**Time and Dollar Weighted Average Portfolio Yield:** 5.303%

**Weighted Average Portfolio Maturity:** 65.37 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

## Salt Creek School District 48 - Revenue Report - August 2023

Account			Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
10	R	1111	Current Taxes	\$4,590,800	\$0	\$0	(\$4,590,800)
10	R	1112	Back Taxes 1 Year Prior	\$3,989,500	\$442,653	\$514,402	(\$3,475,098)
10	R	1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
<i>Total Property Taxes</i>				<i>\$8,580,300</i>	<i>\$442,653</i>	<i>\$514,402</i>	<i>(\$8,065,898)</i>
10	R	1230	Corporate Rplcmt Tax	\$1,450,000	\$55,795	\$366,857	(\$1,083,143)
10	R	1510	Earned Interest	\$183,100	\$2,521	\$14,929	(\$168,171)
10	R	1611	Student Lunch	\$30,000	\$2,229	\$2,768	(\$27,232)
10	R	1612	Student Brkfst	\$3,700	\$0	\$79	(\$3,621)
<i>Total Student Lunch &amp; Breakfast Fees</i>				<i>\$33,700</i>	<i>\$2,229</i>	<i>\$2,847</i>	<i>(\$30,853)</i>
10	R	1725	School Tech Fees	\$25,000	\$10,300	\$13,400	(\$11,600)
10	R	1732	Graduation Fee	\$5,800	\$1,495	\$1,840	(\$3,960)
<i>Total Student Fees</i>				<i>\$30,800</i>	<i>\$11,795</i>	<i>\$15,240</i>	<i>(\$15,560)</i>
10	R	1950	Refund Prior Yr	\$15,000	\$0	\$0	(\$15,000)
10	R	1993	Pre-School Fees	\$75,000	\$1,250	\$2,800	(\$72,200)
10	R	1999	Miscellaneous	\$8,000	\$4,735	\$5,035	(\$2,965)
<i>Total Misc Fees</i>				<i>\$98,000</i>	<i>\$5,985</i>	<i>\$7,835</i>	<i>(\$90,165)</i>
10	R	3001	Evidence-Based Funding	\$484,501	\$44,046	\$44,046	(\$440,455)
10	R	3360	State Free Breakfast/Lunch	\$1,000	\$0	\$0	(\$1,000)
10	R	3800	Library Grant	\$750	\$0	\$0	(\$750)
<i>Total State Funds</i>				<i>\$486,251</i>	<i>\$44,046</i>	<i>\$44,046</i>	<i>(\$442,205)</i>

## Salt Creek School District 48 Revenue Report - August 2023

Account	Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
10 R 4210	Regular Lunch	\$70,000	\$0	\$0	(\$70,000)
10 R 4220	Regular Brkfst	\$20,000	\$0	\$0	(\$20,000)
10 R 4300	Title I Low Income	\$66,687	\$0	\$0	(\$66,687)
10 R 4331	Title I - School Improvement & Accountability	\$18,000	\$0	\$0	(\$18,000)
10 R 4400	Title IV	\$0	\$0	\$0	\$0
10 R 4600	Pre-school Flow Thru	\$4,629	\$0	\$0	(\$4,629)
10 R 4620	Fed IDEA Flow Thru	\$347,894	\$0	\$103,696	(\$244,198)
10 R 4932	Title II	\$16,915	\$0	\$486	(\$16,429)
10 R 4991	Admin Outreach/Medicaid	\$20,000	\$0	\$2,764	(\$17,236)
10 R 4992	Fee For Svcs/Medicaid	\$16,000	\$0	\$4,967	(\$11,033)
10 R 4999	Other Restricted Federal Sources	\$92,000	\$0	\$45,287	(\$46,713)
	<i>Total Federal Funds</i>	<u>\$672,125</u>	<u>\$0</u>	<u>\$157,200</u>	<u>(\$514,925)</u>
<i>Total Education Fund Revenue</i>		<u>\$11,534,276</u>	<u>\$565,024</u>	<u>\$1,123,357</u>	<u>(\$10,380,067)</u>
20 R 1111	Current Taxes	\$788,500	\$0	\$0	(\$788,500)
20 R 1112	Back Taxes 1 Year Prior	\$689,718	\$76,203	\$88,555	(\$601,163)
20 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$1,478,218</u>	<u>\$76,203</u>	<u>\$88,555</u>	<u>(\$1,389,663)</u>
20 R 1230	Corporate Rplcmt Tax	\$100,000	\$0	\$25,000	(\$75,000)
20 R 1510	Earned Interest	\$24,704	\$399	\$2,350	(\$22,354)
20 R 1910	Rental Of Facilities	\$178,000	\$0	\$0	(\$178,000)
20 R 1960	E-RATE	\$43,000	\$0	\$0	(\$43,000)
	<i>Total Misc Fees</i>	<u>\$221,000</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$221,000)</u>
<i>Total Operations &amp; Maint Fund Revenue</i>		<u>\$1,823,922</u>	<u>\$76,602</u>	<u>\$115,905</u>	<u>(\$1,708,017)</u>

## Salt Creek School District 48 - Revenue Report - August 2023

Account			Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
30	R	1111	Current Taxes	\$0	\$0	\$0	\$0
30	R	1112	Back Taxes 1 Year Prior	\$0	\$0	\$0	\$0
30	R	1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
<i>Total Property Taxes</i>				\$0	\$0	\$0	\$0
<hr/>							
30	R	1510	Earned Interest	\$12,351	\$130	\$790	(\$11,561)
<i>Total Debt Service Fund Revenue</i>				\$12,351	\$130	\$790	(\$11,561)
<hr/>							
40	R	1111	Current Taxes	\$379,500	\$0	\$0	(\$379,500)
40	R	1113	Back Taxes Other Years	\$333,746	\$36,874	\$42,851	(\$290,895)
40	R	1112	Back Taxes 1 Year Prior	\$0	\$0	\$0	\$0
<i>Total Property Taxes</i>				\$713,246	\$36,874	\$42,851	(\$670,395)
<hr/>							
40	R	1230	Corporate Rplcmt Tax	\$5,000	\$0	\$5,000	\$0
<hr/>							
40	R	1510	Earned Interest	\$15,550	\$237	\$1,399	(\$14,151)
<hr/>							
40	R	3500	Regular Transportation	\$5,000	\$0	\$0	(\$5,000)
40	R	3510	Special Ed Transportation	\$165,000	\$0	\$0	(\$165,000)
<i>Total State Funds</i>				\$170,000	\$0	\$0	(\$170,000)
<hr/>							
<i>Total Transportation Fund Revenue</i>				\$903,796	\$37,111	\$49,250	(\$854,546)

## Salt Creek School District 48 Revenue Report - August 2023

Account	Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
50 R 1111	Current Taxes	\$34,500	\$0	\$0	(\$34,500)
50 R 1112	Back Taxes 1 Year Prior	\$30,134	\$3,329	\$3,869	(\$26,265)
50 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$64,634</u>	<u>\$3,329</u>	<u>\$3,869</u>	<u>(\$60,765)</u>
50 R 1230	Corporate Rplcmt Tax	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>	<u>\$0</u>
50 R 1510	Earned Interest	<u>\$1,543</u>	<u>\$9</u>	<u>\$139</u>	<u>(\$1,404)</u>
	<i>Total IMRF Fund Revenue</i>	<u>\$71,177</u>	<u>\$3,338</u>	<u>\$9,008</u>	<u>(\$88,433)</u>
51 R 1111	Current Taxes	\$34,500	\$0	\$0	(\$34,500)
51 R 1112	Back Taxes 1 Year Prior	\$41,436	\$4,578	\$5,320	(\$36,116)
51 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$75,936</u>	<u>\$4,578</u>	<u>\$5,320</u>	<u>(\$70,616)</u>
51 R 1510	Earned Interest	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<i>Total Social Security Fund Revenue</i>	<u>\$75,936</u>	<u>\$4,578</u>	<u>\$5,320</u>	<u>(\$70,616)</u>
70 R 1510	Earned Interest	<u>\$4,000</u>	<u>\$50</u>	<u>\$304</u>	<u>(\$3,696)</u>
	<i>Total Working Cash Fund Revenue</i>	<u>\$4,000</u>	<u>\$50</u>	<u>\$304</u>	<u>(\$3,696)</u>
	<b><i>Grand Total Revenue - All Funds</i></b>	<u><b>\$14,425,458</b></u>	<u><b>\$686,832</b></u>	<u><b>\$1,303,933</b></u>	<u><b>(\$13,116,937)</b></u>

## Level 1 (By Fund)

Type: E - Expense Location: 910 - 999		Fiscal Year: 2023-2024 Month: August				Salt Creek SD 48	
Fund Code	Fund Description	Current Budget	Month Activity	YTD Activity	YTD %	Encumbered Balance	Unencumbered Balance
10	Education	12,003,153	995,643	2,230,041	18.58%	41,612	9,731,499
20	Operations & Maintenance	2,668,870	20,588	219,771	8.23%	44,540	2,404,559
30	Debt Service	310,650	0	0	0.00%	0	310,650
40	Transportation	831,758	2,507	22,987	2.76%	0	808,771
50	Retirement	20,900	510	5,719	27.36%	0	15,181
51	Medicare/Social Security Fund	175,600	15,016	15,016	8.55%	0	160,584
Account Grand Totals:		16,010,931	1,034,264	2,493,534	15.57%	86,153	13,431,245
Number of Accounts:		883					

## Level 2 (By Fund/Object Position 1)

Type: E - Expense  
Location: 910 - 999

Fiscal Year: 2023-2024  
Month: August

Salt Creek SD 48

Fund	Current Budget	Month Activity	YTD Activity	YTD %	Encumbered Balance	Unencumbered Balance
<b>Education</b>						
Salaries	7,148,199	766,477	904,496	12.65%	0	6,243,703
Employee Benefits	1,471,466	170,019	197,802	13.44%	0	1,273,664
Purchased Services	1,468,014	35,876	400,288	27.27%	5,596	1,062,130
Supplies	504,174	18,424	53,411	10.59%	35,741	415,022
Capital Outlay	267,000	0	92,200	34.53%	0	174,800
Other Expense	1,130,600	2,233	579,229	51.23%	275	551,096
Non-Capitalized Equipment	13,700	2,615	2,615	19.09%	0	11,085
<b>Total</b>	<b>12,003,153</b>	<b>995,643</b>	<b>2,230,041</b>	<b>18.58%</b>	<b>41,612</b>	<b>9,731,499</b>
<b>Operations &amp; Maintenance</b>						
Salaries	96,000	7,821	15,311	15.95%	0	80,689
Employee Benefits	13,370	901	1,802	13.47%	0	11,568
Purchased Services	1,164,500	8,570	152,847	13.13%	18,590	993,063
Supplies	219,000	1,637	46,499	21.23%	0	172,501
Capital Outlay	900,000	1,660	3,312	0.37%	25,950	870,738
Other Expense	276,000	0	0	0.00%	0	276,000
<b>Total</b>	<b>2,668,870</b>	<b>20,588</b>	<b>219,771</b>	<b>8.23%</b>	<b>44,540</b>	<b>2,404,559</b>
<b>Debt Service</b>						
Other Expense	310,650	0	0	0.00%	0	310,650
<b>Total</b>	<b>310,650</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>310,650</b>
<b>Transportation</b>						
Purchased Services	806,758	2,507	22,987	2.85%	0	783,771
Other Expense	25,000	0	0	0.00%	0	25,000
<b>Total</b>	<b>831,758</b>	<b>2,507</b>	<b>22,987</b>	<b>2.76%</b>	<b>0</b>	<b>808,771</b>
<b>Retirement</b>						
Employee Benefits	20,900	510	5,719	27.36%	0	15,181
<b>Total</b>	<b>20,900</b>	<b>510</b>	<b>5,719</b>	<b>27.36%</b>	<b>0</b>	<b>15,181</b>

Medicare/Social Security Fund

## Level 2 (By Fund/Object Position 1)

Type: E - Expense  
Location: 910 - 999

Fiscal Year: 2023-2024  
Month: August

Salt Creek SD 48

Fund	Current Budget	Month Activity	YTD Activity	YTD %	Encumbered Balance	Unencumbered Balance
<b>Medicare/Social Security Fund</b>						
Employee Benefits	175,600	15,016	15,016	8.55%	0	160,584
<b>Total</b>	<b>175,600</b>	<b>15,016</b>	<b>15,016</b>	<b>8.55%</b>	<b>0</b>	<b>160,584</b>
<hr/>						
Account Grand Totals:	16,010,931	1,034,264	2,493,534	15.57%	86,153	13,431,245
Number of Accounts:	883					

OFFICERS

Simon Kampwerth Jr., *President*  
Mark Harms, *Vice President*  
Thomas Neeley, *Immediate Past President*  
Tim Custis, *Treasurer*  
Kimberly A. Small, J.D., *Executive Director*

September 15, 2023

Board of Education  
Dane C. Cuny, Board President  
Dr. Amy M. Zaher, Superintendent  
Salt Creek School District No. 48  
1110 S Villa Ave  
Villa Park, IL 60181

Dear Members of the Board of Education:

Congratulations! Your board of education is one of 45 to earn the Illinois Association of School Boards 2023 School Board Governance Recognition designation. This recognition is designed to acknowledge those school boards that have engaged in activities and modeled behaviors that lead to excellence in local school governance in support of quality public education.

Details regarding delivery of the plaque and/or date tab are forthcoming.

We commend you for your hard work and distinction as a School Board Governance Recognition recipient.

Sincerely,



Kimberly Small, J.D.  
Executive Director  
Illinois Association of School Boards

KS/HN



# SALT CREEK SCHOOL DISTRICT NO. 48

SERVING THE COMMUNITIES OF ELMHURST • OAK BROOK • OAKBROOK TERRACE • VILLA PARK

[www.saltcreek48.org](http://www.saltcreek48.org)

AMY M. ZAHER, ED.D.  
Superintendent of Schools

ADMINISTRATIVE OFFICES  
1110 S. VILLA AVE.  
VILLA PARK, IL 60181  
(630) 279-8400  
FAX (630) 279-6167

September 11, 2023

Ms. Janine Asmus  
541 81<sup>st</sup> Street  
Burr Ridge, IL 60527  
[libraryfoia@gmail.com](mailto:libraryfoia@gmail.com)

Re: Electronic Transmission Illinois Freedom of Information Act Request  
dated September 11, 2023

Dear Ms. Asmus,

Thank you for your correspondence sent to the district via electronic email with your request for information pursuant to the Freedom of Information Act. In your request, received by us on September 11, 2023, you requested the following information:

- *Please identify (by employee name and work email address) each and every District employee who is certified as a school librarian (meaning they have the school library licensure and/or endorsement in library media) and who is currently working in that capacity in your District's library/libraries/media centers this academic school year.*

Your request is granted at this time. We have one Library Information Specialist employed in our district. Her name is Amanda Crowley and her email address is [acrowley@saltcreek48.org](mailto:acrowley@saltcreek48.org).

Sincerely,

A handwritten signature in blue ink that reads "Dr. Amy M. Zaher".

Dr. Amy M. Zaher  
Superintendent of Schools

## *District 88 Board Recap*

*August 14, 2023*

**The Consent Agenda, which included the following items, was approved by the Board:**

A. Financial Reports

- 1) List of Bills- June and July 2023
- 2) List of Bills- Vendor checks from July 21- August 8, 2023

B. Construction Project Pay Application #1 – CTE HVAC

C. Construction Project Pay Application #1 – Dust Collector

D. Fundraiser(s) Exceeding \$1,000

1. Addison Trail's Interact Club will host Kermes (Latin food fest) fundraiser. The event will include games, raffles, and a DJ will provide music and entertainment. Tacos and tamales will also be sold. The proceeds from all ticket and raffle sales will help support a scholarship for an Interact Club member.
2. Willowbrook Football will sell digital coupons through Fundraiser University. The proceeds will be used to cover the cost of team meals, travel camp and personal jerseys.
3. Willowbrook Girls Volleyball will sell digital coupons through Fundraiser University. The proceeds will be used to offset the costs of team apparel and gear, senior gifts, equipment, team bonding outings, banquets and team meals.

E. Donation

The following was donated to Willowbrook High School from Endotronix:

- 15 task rolling chairs
- 6 rolling cabinets
- 9 double cubes
- 3 single cubes
- 1 conference room table
- 10 conference room chairs
- 2 4'x4' conference room tables

F. Personnel

**CERTIFIED STAFF APPOINTMENTS:**

Adam Hage

Willowbrook Part-time English Teacher

Effective: August 14, 2023

Jacqueline Hampton

Willowbrook Part-time Math Teacher

Effective: August 14, 2023

Rachel Karos

Willowbrook Part-time Co-Curricular Coordinator

Effective: August 14, 2023

MaryKathryn Maranowicz  
Willowbrook Part-time English Teacher  
Effective: August 14, 2023

Griselda Sanches  
Addison Trail Full-time English Learner Teacher  
Effective: August 14, 2023

Isabel Witte  
Addison Trail Full-time Guidance Counselor  
Effective: August 14, 2023

**CERTIFIED STAFF CHANGE IN STATUS:**

Lucas Brennan  
Addison Trail Part-time English Teacher to Full-time English Teacher  
Effective: August 14, 2023

Tara Murphy  
From Willowbrook English Teacher to Willowbrook English Teacher/  
Return to School Interventionist/ Credit Recovery Coordinator  
Effective: August 14, 2023

**CERTIFIED STAFF RESIGNATIONS:**

Brandon Murphy  
Willowbrook Athletic Director  
Effective: June 30, 2023

Samantha Rivera  
Addison Trail Guidance Counselor  
Effective: July 7, 2023

Raquel Rodriguez  
Addison Trail Dean of Students  
Effective: July 28, 2023

**CLASSIFIED STAFF APPOINTMENT:**

Brett Wentz  
Addison Trail Buildings & Grounds 2nd Shift Maintenance  
Effective: July 17, 2023

Tamara Czeszewski  
Addison Trail Writing Center Teacher Assistant  
Effective: August 16, 2023

Kimberly Vassar  
Addison Trail 1:1 Teacher Assistant  
Effective: August 16, 2023

Ana Hall  
District Office Vocational Assistant  
Effective: August 16, 2023

**CLASSIFIED STAFF CHANGE IN STATUS:**

Patrick Sikorski  
From Addison Trail 2nd Shift Custodian to Willowbrook 2nd Shift Custodian.  
Effective: August 7, 2023

**CLASSIFIED STAFF RESIGNATION:**

Maya Molina  
Willowbrook Literacy Teacher Aide  
Effective: July 12, 2023

Anthony DiStasio  
Willowbrook Buildings & Grounds 2nd Shift Custodian  
Effective: August 1, 2023

Arissa Bregman  
Willowbrook Learning Services Teacher Aide  
Effective: August 2, 2023

Joseph Lacine  
Addison Trail GOAL Teacher Aide  
Effective: August 3, 2023

Jeanie Smith  
Willowbrook Learning Services Teacher Aide  
Effective: August 13, 2023

**Separate Action items, which include the following were approved by the Board:**

- A. Treasurer's Report- June 2023
- B. Ratification of Summer Purchasing Committee Action
  - 1) List of Bills- Vendor Checks from June 23- July 20, 2023

**Discussion Items**

- A. Overview of 2022-23 Financial Report (Unaudited) as of June 30, 2023

Mr. Domeracki presented the unaudited cash basis Financial Performance budget to actual summary and analysis reports for the 2022-23 fiscal year. Particular to this year was the impact of the federal ESSER grant assistance that the district continues to plan for and make decisions as to how best apply the additional federal funding. The success of many of these student-based initiatives that addressed the learning loss and social-emotional needs, will continue to be the focus as we look ahead to 2023-24. We are planning ahead to be prepared for the challenges of sustaining such programming and resource commitments beyond 2023-24. The auditors will make the necessary accrual adjustments to account for the proper timing for both revenue and expenditures for the official accrual based financial reports.

## B. District Leadership Team, Joint Leadership Team and Institute Day Highlights

The District Leadership Team met on Tuesday, Aug. 1, and the Joint Leadership Team met on Thursday, Aug. 3, to kick off the 2023-2024 school year. In addition to District 88 Superintendent Dr. Jean Barbanente setting priorities for the year, members of the District Leadership Council discussed district improvement goals, progress monitoring structures and expectations, professional development opportunities for staff, technology updates, new school safety protocols, human resources updates and community relations updates.

All District 88 staff members met on Aug. 14 for an Institute Day. During the meetings, District 88 Superintendent Dr. Jean Barbanente shared her vision for the future direction of the district. Also discussed were areas of focus for 2023-24, including initiatives in literacy and college and career pathways, updates in professional development, safety and security, technology and community relations.

## Information (no discussion)

### A. Freedom of Information Request

On June 22, 2023, DuPage High School District 88 received a request via email from [legal@gebisonline.com](mailto:legal@gebisonline.com) for the following information through the Freedom of Information Act (FOIA):

- Team photos from the schools Wrestling Program

Team Photos

Any Yearbook Photos or Pages from Yearbook

Any Photos maintained by the school in regards to the wrestling program

- Documents

Uniform purchase orders (invoices from vendors for uniforms)

If any promotional document that were distributed to students or parents encouraging participation

- Information

Contact details for person responsible for wrestling program

Email Address

Title

To reduce the burden of search, limit this search to the last 4 years (2019-2023), and for the high schools for all requested.

FOIA request was sent to [legal@gebisonline.com](mailto:legal@gebisonline.com) on June 28, 2023.

On July 4, 2023, DuPage High School District 88 received a request via email from Sheri Reid of SmartProcure for the following information through the Freedom of Information Act (FOIA):

All purchasing records from 4/5/2023 to current

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

FOIA request was sent to [sreid@smartprocure.com](mailto:sreid@smartprocure.com) on July 6, 2023.

On July 19, 2023, DuPage High School District 88 received a request via email from Karen Garcia of SmartProcure for the following information through the Freedom of Information Act (FOIA):

All current employee/staff contact information.

The specific information requested from your record keeping system is:

1. First Name
2. Last Name
3. Position Title
4. Department
5. Direct Phone Number (if does not exist, list main phone number with extension)
6. Business Cell Phone (if provided by DuPage High School District No. 88)
7. Email Address
8. Office Address (Address, City, State, Zip)

FOIA request was sent to [kareng@smartprocure.com](mailto:kareng@smartprocure.com) on July 20, 2023.

On July 26, 2023, DuPage High School District 88 received a request via email from Katherine Smyser of NBC Universal for the following information through the Freedom of Information Act (FOIA):

Documents sufficient to show all communications (emails, letters, texts, board proceedings, or notes from phone calls) received by DuPage High School District 88, which include a request to reconsider, ban, and/or challenge any book or any other material in any of your school district's libraries or classrooms. I am hoping that any existing documents will include the following:

1. The date of each such request;
2. The title(s) of each book(s) or other material that was requested to be pulled from your shelves or classrooms, as well as any reason stated by the requestor;
3. Any response (email, letters, texts, board proceedings, or notes from phone calls) from anyone in your district, your school board, or individual school, to each request;
4. The resolution of each request (i.e.: the book or material was removed completely; the book or material was partially restricted; the book or material remains on your shelves or in your classrooms; etc.).

Please also provide me with any documented threats that have been received by DuPage High School District 88, your school board, or any of your individual schools, librarians or teachers, via email, letters, texts, or voicemail recordings, that are related to books or other material kept in one of your libraries or classrooms.

I am requesting all such material from January 1, 2013 to the present.

FOIA request was sent to [Katy.Smyser@nbcuni.com](mailto:Katy.Smyser@nbcuni.com) on August 2, 2023.

#### B. Credit Card Summary

Mr. Ryan Domeracki, Chief Financial Officer, presented the district's credit card use report for June 2023, as outlined in Board Policy 4:55 Use of Credit and Procurement Cards.

#### School Recognitions

##### Addison Trail

- The 2023-24 school year has arrived and kicked off today with a powerful Institute Day Professional Development! The hallways were buzzing with excitement about this year and all the possibilities it will bring! We opened today with a building school improvement focus, followed by a larger district policies and procedural update. Thank you to all the staff who worked tirelessly this summer to make opening the 2023-24 school year a success!
- Friendly reminder to all students and parents that Wednesday is the first day of school for students! Freshmen will start at 7:45 a.m. in the student commons! All other grades should join us for 1st period beginning at 11:00 a.m. We have a great morning planned to welcome the class of 2027 to the Blazer Nation!
- On behalf of the entire Addison Trail staff and administration, we would like to thank members of the building and grounds staff for their tireless efforts to make sure Addison Trail looked beautiful for opening day!

- Here's to another great year! It's a great day to be a Blazer!

## ATHLETICS

- The fall IHSA season opened last week, with practices and competitions right around the corner! We encourage all students, parents and community members to check our athletic website for a list of times and dates of competitions! Reminder to all Addison Trail students that attendance at athletic events is free by showing your student ID!
- Addison Trail will host the seventh annual Blue and White Community Night starting at 6:30 p.m. on Aug. 18. The evening will feature a showcase of the school's athletic teams and extracurricular activities. Read more at <https://www.dupage88.net/site/page/15665>.

## Willowbrook

- Staff returned to Willowbrook High School today for our opening Institute Day as we prepare for the start of classes on Wednesday, August 16.
- Students will begin school on Wednesday, August 16. The day begins with Freshmen from 7:45 a.m. to 11:30 a.m. as they transition to high school. They will participate in team-building activities, take tours, meet their Warrior Time teachers and New Beginnings leaders, and learn about the Warrior Code. All students will begin their day with 1st period at 11:30 a.m. and follow an abbreviated schedule.

## ATHLETICS

- The Warriors were excited to welcome back the following Fall Sports teams to campus on Monday, August 7, 2023: Boys Cross Country, Girls Cross Country, Flag Football, Tackle Football, Boys Golf, Girls Golf, Boys Soccer, Girls Tennis, and Girls Volleyball. Our Girls Swim Program will officially begin on Wednesday, August 16. The schedules for all teams can be found at: <https://schools.snap.app/willowbrook>
- The Girls Golf team began their season with a dual match against Maine West at the Glenview Prairie Club on Thursday, August 10. The Warriors compete next against Oak Park River Forest on Wednesday and in the Rachel Gibson Invite on Saturday.
- The Boys Golf team opened their season with the St. Laurence Invite on Thursday, August 10, at the Meadows Golf Club. The Warriors competed against 12 other teams from the surrounding Chicagoland suburbs. The team competes this Thursday against Elmwood Park HS and against Downers Grove North on Saturday.
- The Girls Tennis team opens up the season at the Riverside Brookfield Invite on Saturday.
- HR Imaging will be facilitating Willowbrook Fall Sports Picture Day on Tuesday, August 15. This year, Willowbrook is piloting an ID scanner to help collect student-athlete and coach names for each team picture. Families can purchase photos with the paper registration form distributed by our coaching staff, or at this link: <https://shop.hrimaging.com/shop/AEvents19.aspx?oid=26039&org=Willowbrook+High+School>
- Willowbrook Athletics will host its annual Fall Sports Code of Conduct meeting on Tuesday, August 15, at 6:30 p.m. in the Auditorium. At this meeting, student-athletes and their parents/guardians will be reminded about Athletic Booster membership, Athletic Training policies/procedures, information/effects as it relates to steroid use and concussions, the new PE Waiver and a general overview of the Code of Conduct.
- On Friday, August 18, Willowbrook High School will host its annual Silver & Blue Community Night. The festivities will begin at 6:30 p.m. in the Stadium. We will start the evening off with the unveiling and grand opening ceremony for our brand-new, state-of-the-art concession stand and merchandise booth. We will then proceed to introduce our 12 Willowbrook fall sports teams and our youth programs in attendance. The evening will include demonstrations and scrimmages from our Cross Country, Boys Soccer, Girls Flag Football and Boys Tackle Football programs. We will conclude the evening with a fireworks display.

## IMPORTANT DATES

August 15 Fall Sports Picture Day & Code of Conduct Meeting  
August 16 First Day of School  
August 18 Silver & Blue Community Night

## Superintendent's Report

- Construction projects are wrapping up, including the renovation of the Transition Program facility, Willowbrook concession stand and parking installation at Addison Trail. Additionally, there have been new HVAC units added to the CTE departments at both buildings. Thank you to the Building and Grounds staff for your tremendous effort!
- The Willowbrook Flag Football Team is one of five teams nationwide that has been invited to participate in the Nike Football Kickoff Classic on August 23rd courtesy of the Chicago Bears. More information regarding the game schedule and coverage can be found [here](#).

## Action Necessitated by Closed Session

A. Appointment of Athletic Director at Willowbrook

The Board of Education approved the appointment of Mr. Edward Sullivan III as Athletic Director of Willowbrook High School.

## BOARD OF EDUCATION MEETING DATES

**All meetings are at 7:30 p.m. in the District 88 Boardroom (unless otherwise noted)**

**Monday, August 28, 2023:Board of Education Meeting**

**Monday, September 11, 2023:Board of Education Meeting**

**DuPage High School District 88- 2 Friendship Plaza, Addison, IL 60101**

## *District 88 Board Recap* *September 11, 2023*

### The Consent Agenda, which included the following items, was approved by the Board:

#### A. Financial Reports

- 1) List of Bills- August 2023
- 2) List of Bills – Vendor Payments from August 24 - September 7, 2023

#### B. Construction Project Pay Application #4 – CTE HVAC

#### C. Construction Project Pay Application #2 – Concession Stand

#### D. Construction Project Pay Application #2 – Transitions Renovation

#### E. Amended 2024-2025 School Calendar

- Move Open House to Wednesday, August 28, 2024.

#### F. Fundraiser(s) Exceeding \$1,000

1. Willowbrook Concert Choir will sell chocolate candy bars. The proceeds will be used to raise money for a possible choir tour for 2024.
2. The Willowbrook Parent Organization will have a bake sale. The proceeds will be used to support student scholarships and buses for prom.
3. The Willowbrook Parent Organization will have a craft fair. The proceeds will be used to support student scholarships and buses for prom.

#### G. Personnel

##### CERTIFIED STAFF UNPAID LEAVE OF ABSENCE REQUEST:

Elizabeth Hutchinson

Willowbrook Mathematics Teacher

Effective: October 10, 2023

##### CLASSIFIED STAFF APPOINTMENTS:

Luisa Aguirre

Addison Trail Attendance Secretary

Effective: September 05, 2023

Laurie Odle White

Willowbrook Study Hall/ Resource Center Teacher Assistant

Effective: September 05, 2023

Sarah Tarullo

Timothy Christian Part-time Teacher Assistant

Effective: September 05, 2023

Kevin Udrow

Willowbrook Student Supervisor

Effective: September 11, 2023

Darrell Bowie  
Addison Trail Student Supervisor  
Effective: September 18, 2023

Kathleen Perry  
Willowbrook Learning Services Teacher Assistant  
Effective: September 22, 2023

CLASSIFIED STAFF REHIRE:  
Robert Driggers  
Willowbrook Student Supervisor  
Effective: October 16, 2023

CLASSIFIED STAFF CHANGE IN STATUS:  
Veronica Chaidez  
From Addison Trail Attendance Secretary to Addison Trail Guidance Secretary  
Effective: September 05, 2023

Eric Gustafson  
From Addison Trail Full-time Student Supervisor to Addison Trail Part-time Student Supervisor  
Effective: September 06, 2023

Pablo Flores  
From Willowbrook 1st Shift Custodian to Willowbrook 2nd Shift Custodian  
Effective: September 08, 2023

Scott Kuras  
From Willowbrook 2nd Shift Custodian to Addison Trail 2nd Shift Custodian  
Effective: September 11, 2023

CLASSIFIED STAFF RESIGNATIONS:  
Tamara Czeszewski  
Addison Trail Writing Center Teacher Assistant  
Effective: August 14, 2023

Lauren Mueller  
Willowbrook Literacy Teacher Aide  
Effective: October 1, 2023

**Separate Action items, which include the following were approved by the Board:**

- A. Financial & Human Resources Management System Upgrade
- B. Approval of Resolution Authorizing Commencement of Social Media Litigation

**Discussion Items**

- A. Villa Park TIF 7 Plan Presentation

Mr. Marc McLaughlin, Director of Community Development for the Village of Villa Park, and Mr. Pete Iosue, Associate Principal from AICP, presented information regarding the St. Charles Road Commercial Corridor Redevelopment Project Area Plan and Program.

## School Recognitions

### Addison Trail

- This week, Addison Trail is hosting Hispanic Heritage Week in celebration of Hispanic Heritage Month, which takes place from Sept. 15 to Oct. 15. Each day has different events for students and staff to engage in. We invite the community to join us from 4 to 7 p.m. on Saturday for our Hispanic Heritage Week celebration, Kermes (Latino food festival)! We will have food, dancing, music and more!
  - Today we had free conchas before school, and the Mariachi Club played music in the student commons.
  - Tomorrow will be our movie night, where we are showing “Under the Same Moon (La misma luna).”
  - On Wednesday, we will welcome State Rep. Norma Hernandez to speak to our students about her story and journey.
  - Thursday night, we will host our varsity boys soccer game, where students, families and staff can enjoy food from a taco truck.
  - On Friday, staff and students will wear the Hispanic Heritage Week T-shirt, preparing for Kermes on Saturday!
- We are looking forward to Homecoming Week coming up next week! We have different spirit days planned, games and activities throughout the week and the big dance on Saturday!
- Our Spring 2023 Honor Roll Assembly will begin at 7:15 a.m. on Monday, Sept. 25, and families are invited to attend. These are the students who earned honor roll during the spring semester of the 2022-23 school year.
- We have tons of great events coming up, and we hope members of the community and board will be able to join us as we continue to celebrate our students and all the fun of the beginning of the school year.

### ATHLETICS

- We hosted the Dig Pink Volleyball game last week vs. Willowbrook. The event raised \$1,600 to benefit Elmhurst Hospital’s Breast Cancer Rehabilitation Surveillance program and the 7th Annual Go Pink Breast Cancer Awareness Scholarship in memory of Addison Trail special education teacher Elizabeth Clifford.
- We also hosted Willowbrook in our Crosstown Classic Football Game this past Friday. We hosted a dinner and introduced community leaders and dignitaries to the crowd to thank them for their support. Area first responders and veterans also were recognized to honor those who protect and serve.

### Willowbrook

We are excited for Homecoming Week 2023! The themes and activities for each day include:

- **Monday, September 18**  
Theme: Neon  
Lunch Activity: Mummy Wrap
- **Tuesday, September 19**  
Theme: Soccer Mom vs. BBQ Dad  
Lunch Activity: Pie Eating Contest
- **Wednesday, September 20**  
Theme: Stunt Double Day (Twin Day)  
Lunch Activity: Karaoke  
Evening: Dodgeball Tournament & Bonfire

- **Thursday, September 21**  
Theme: Barbie vs. Ken  
Lunch Activity: Human Ring Toss
- **Friday, September 22**  
Theme: Class Colors  
Freshman - White, Sophomore - Grey, Junior - Black, Senior- Blue  
Lunch Activity: Name That Song  
Homecoming Assembly - 1:45 p.m  
Homecoming Parade - 4:00 p.m
- **Saturday, September 23**  
Homecoming Dance - 7:00 p.m to 10:00 p.m

## ATHLETICS

- The Varsity Girls Golf team competed this past week in a close contest between Downers Grove North (154-213). The Warriors' next contest is today against Hinsdale Central.
- Congratulations to the Varsity Boys Golf Team for their 173-201 West Suburban Conference Gold victory over Morton this past Tuesday, September 5. The Sophomore Warriors finished in 2nd Place at the West Chicago Wildcat Invitational on Tuesday, September 5. Sophomore Bobby Biggs won the Invite with a score of 79!
- The Cheerleading team is working hard in preparation for their upcoming performance at the Homecoming Pep Rally and Football Game on Friday, September 22.
- The Dance team is working hard in preparation for their upcoming performance at the Homecoming Pep Rally and Football Game on Friday, September 22.
- Congratulations to the Varsity Boys Cross-Country team for their 14th Place finish at this past Saturday's Mike Kuharic Invite at Lyons Township. The top runner for the Warriors was Adriano Quintero, who finished in 50th place with a time of 17:41.08. The team competed in the First to the Finish Invite this past Saturday, September 9, at Detweiller Park in Peoria.
- Congratulations to the Varsity Girls Cross Country team for their 13th Place finish at this past Saturday's Mike Kuharic Invite at Lyons Township. The top runner for the Warriors was Amelie Ojeda, who finished in 14th place with a time of 19:52.43. The team competed in the First to the Finish Invite this past Saturday, September 9, at Detweiller Park in Peoria.
- Our Varsity Girls Flag Football regular season officially began at home this past Saturday, September 9, vs. Larkin. The Warriors won 56-0 and will compete this coming Saturday and then Friday, September 22, for Homecoming.
- Congratulations to the Varsity Boys Tackle Football team on their 42-0 comeback victory over Addison Trail in the District 88 Crosstown Classic. The Warriors take on Downers Grove South this coming Friday at DGS.
- The Warriors began the Body Armor Series this Saturday at Olympic Park in Schaumburg and will continue this week.
- The Warriors competed this weekend in the Hinsdale South Hornet Invitational.
- Congratulations to our Varsity Girls Tennis team for their 7-0 victory over Addison Trail this past Tuesday, September 5th. In addition, the Warriors defeated West Chicago 4-3 at home on Wednesday, September 6th. The Warriors regular season record improves to 6-0-1. The team is excited to be hosting their Annual District 88 Tennis Invite this upcoming Saturday, September 9th.
- Congratulations to the Varsity Girls Volleyball on winning the Leyden Eagle Invite on Saturday, September 9th. The team competes tomorrow at home against Morton and Thursday at Montini
- The Athletic Boosters will hold their second meeting of the 2023-24 school year on Wednesday, September 20th, 2023. The meeting will be facilitated in the Warrior Room and via Zoom at: <https://dupage88-net.zoom.us/j/84341042860> starting at 6:30 PM.

- Congratulations to Willowbrook Senior Volleyball Player, Calli Kenny, for being the recipient of this week's My Suburban Life Athlete of the Week award. Calli was nominated for her 20 kills, 12 coming in the third set, with eight assists and seven digs to lead Willowbrook to a three-set win over Lyons Township last Wednesday (8/30). Calli then helped lead the Warriors to the championship of the Willowbrook Invite on Saturday (9/2). The article can be viewed at this [link](#).
- The Willowbrook Cross Country team is excited to host their first middle school invite at the Lombard Commons on Thursday, September 14th. The Warriors are excited to host our feeder schools: Albright, Jackson, Jefferson, St. John Lutheran, St. Pius X, and Trinity Lutheran for this event.

**Superintendent's Report- Dr. Barbanente reported:**

- District 88 parents/guardians and students are invited to attend the virtual District Update Meeting at 6:30 p.m. on September 26, 2023 via Zoom. Details will be sent out to families later this week. For questions or more information, contact District 88 Director of Community Relations Dani Brink at [dbrink@dupage88.net](mailto:dbrink@dupage88.net).

**Action Necessitated by Closed Session**

There was no action necessitated by closed session.

**BOARD OF EDUCATION MEETING DATES**

**All meetings are at 7:30 p.m. in the District 88 Boardroom (unless otherwise noted)**

**Monday, September 25, 2023:Board of Education Meeting**

**Monday, October 16, 2023:Board of Education Meeting**

**DuPage High School District 88- 2 Friendship Plaza, Addison, IL 60101**

# ***SALT CREEK SCHOOL DISTRICT 48***

## **MEETING AGENDA**

**Thursday, September 21, 2023**

**7:00 p.m. - Albright Middle School LMC**

(If questions should arise concerning the agenda, enclosed information, or school related concerns, please call the Administrative Office. In this way, available pertinent material and/or information could be brought to the meeting that might avoid unnecessary delay in answering your concerns.)

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Meeting Agenda
5. First Comments by Visitors
6. Recognitions and Student Spotlight
7. Consent Agenda
  - a. Approval of Minutes from the Regular Board Meeting and Executive Session of August 17, 2023
  - b. Approval of Treasurer's Report for August 2023
  - c. Approval of Disbursements for September 2023
  - d. Approval of P-Card Purchases for August 2023
  - e. Approval of Revolving Fund Disbursements for August 2023
  - f. Approval of Student Activity Funds Report for August 2023
  - g. Approval of Regular/Routine Personnel Report for September 21, 2023
  - h. Approval of the Destruction of Executive Session Audio Recordings that are More Than 18 Months Old and That Have Been Adopted
8. Superintendent Reports
  - a. Presentation of the Employee Information System (EIS) Report and IMRF Report
  - b. Curriculum Review and Education Programming
  - c. Approval of LEAP Afterschool Program Intergovernmental Agreement
  - d. Continued Review of FGM Master Facility Plan and 10-Year Safety Survey Proposal
  - e. Student Enrollment Update

9. Finance and Operation Reports
  - a. 2023-24 Tentative Budget Adoption and Resolution
  - b. Approval of New Phone System
  - c. Approval of Settlement Agreement with RJB Properties, Inc.
  - d. Monthly Financial Statements Report
10. Board Committees and Meeting Updates
  - a. SASSED Updates
  - b. IASB Updates
11. FTC Update
12. Notices and Communications
  - a. Freedom Of Information Act (FOIA) Requests
  - b. District 88 Board Recap Reports
13. Unfinished Business
14. New Business
15. Second Comments by Visitors
16. Future Agenda Items
17. Executive Session
18. Actions from Executive Session (if needed)
19. Adjournment



the Regular/Routine Personnel Report for August 17, 2023, and the destruction of Executive Session audio recordings that are more than 18 months old and that have been adopted. Mr. Blair so moved. The motion was seconded by Mr. Downer and on roll call the following members voted aye: Mr. Blair, Mr. Downer, Mr. Cuny, Mr. Van De Velde, Mrs. Rattana, Mr. Dickens, and Mr. Kielminski. Nays: None. The motion carried unanimously.

### **Superintendent Reports**

#### Continued Review of FGM Master Facility Plan

Dr. Zaher reviewed the history of the Master Facility Plan that was presented to the board beginning in October 2022 to the present. Mr. Cuny requested the board continue discussion of the wants versus needs of this plan. Discussion took place regarding the practicality of building one school and the probability of passing a referendum to pursue this option. The board members discussed going back to the Master Facility Plan and diving deeper into the specifics of the plan along with the wants and needs. A suggestion was made to hold a special meeting specifically to discuss how to move forward. Discussion also took place regarding the 10-year life safety review coming up next year. Board direction was to have the administrative team continue to meet to review the current plan in conjunction with FGM representation and bring those ideas back to the board for further discussion.

#### Summer U Update

Dr. Martelli thanked Mrs. Ross for serving as principal for the summer program housed at Swartz School and reported that the students enrolled enjoyed the experience and enrichment of programs.

#### Instructional Materials Report

In accordance with School Board Policy 6:210 – *Instructional Materials*, Dr. Martelli provided an annual report of the instructional materials being utilized in the district in the various subject areas.

#### Student Enrollment Update

Dr. Zaher noted that enrollment figures are very fluid at the start of a school year and indicated that there is a slight increase in enrollment to begin the 2023-24 school year.

#### 2023-24 District 48 Goals Presentation

Dr. Zaher reported that as a Strategic Plan has not yet been implemented, the administrative team worked on developing goals for the district for this school year. Each member of the administrative team provided further insight into the goals developed that include improving student learning, improving community outreach/stakeholder relationships, and maintaining financial planning that enhances revenues and controls costs.

### **Finance & Operations Reports**

- Monthly Financial Statements Report Mrs. Allard noted that this is a new agenda item that will be included each month for board information and inquiries. The statements include: ISDLAF+ Monthly Statement – Current Investment Portfolio; Monthly Revenue Report; Levels I/II/III Expenditure Report; and Student Activity Fund Accounts.
- Disposal of Surplus Property and Materials (motion) Mrs. Allard reported that there is surplus property, technology, and materials being stored in the maintenance garage and buildings that have reached their end of life and need to be disposed of properly. She is requesting board approval for this disposal.
- Mr. Cuny requested a motion to approve of the disposal of surplus property and various technology equipment as presented. Mr. Van De Velde so moved. The motion was seconded by Mr. Downer and on roll call the following members voted aye: Mr. Van De Velde, Mr. Downer, Mr. Cuny, Mrs. Rattana, Mr. Kielminski, Mr. Blair, and Mr. Dickens. Nays: None. The motion carried unanimously.
- Illinois Department of Healthcare & Family Services Intergovernmental Agreement (motion) Mrs. Allard noted that she was notified by the SASSED Business Manager that this Intergovernmental Agreement needed to be signed by the end of June to continue to receive Medicaid reimbursement. She reported that this was completed as required and needs formal board approval.
- Mr. Cuny requested a motion to approve the Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services and the district as presented. Mr. Blair so moved. The motion was seconded by Mr. Van De Velde and on a voice vote carried unanimously.
- ### **Board Committee & Meeting Updates**
- Policy Committee Report and Adoption (motion) Dr. Zaher provided a brief summary of IASB Press Plus Issue 112 that was reviewed by the Board Policy Committee on July 18, 2023 and indicated that the committee is recommending adoption by the board.
- Mr. Cuny thanked the committee for their work. He then requested a motion to approve the updated policies as reviewed by the Board Policy Committee as presented. Mr. Blair so moved. The motion was seconded by Mr. Van De Velde and on a voice vote carried unanimously.
- IASB Resolutions Committee Report Mr. Blair noted that on August 4 the IASB Resolutions committee met in Springfield and reviewed the ten resolutions presented. He reported that two of the ten proposed resolutions were approved for further review.

SASED Updates	Mr. Blair reported that the governing board approved the budget for 2023-24. He also reported that the SASED Board of Directors approved two interim directors for the upcoming school year. Mr. Kielminski noted that both directors are experienced special education co-op administrators and are reviewing the operations, policies, and procedures of SASED. An executive search will need to be conducted to secure a permanent director.
SASED STARS Program	Dr. Burnett reported that six students who reside in D48 have previously been outplaced into a SASED STARS program in other districts. She was happy to report that SASED is utilizing one of their leased classrooms in the district and is bringing this program to Swartz School. She stated that making those phone calls to district parents to notify them that their children would be back in D48 were some of the most exciting phone calls she has been fortunate to make.
FTC Update	<p>On behalf of the FTC Mrs. Rattana provided the following report from the FTC that included:</p> <ul style="list-style-type: none"> <li>● Successful School Supply Kit Pickup – 99 Kits sold</li> <li>● Back to School Social at Swartz – July 25</li> <li>● A laminator was purchased for the teachers at Salt Creek</li> <li>● FTC packets will be going home with students when school begins.</li> </ul> <p>The FTC is excited to get the new school year going!</p>

### **Notices and Communications**

Freedom of Information Act (FOIA) Requests	Freedom of Information Act (FOIA) requests were received from Mr. Josiah Chatterton requesting board member information and Mr. Vince Espi requesting substitute teacher information. Both of these requests were submitted on behalf of Prairie State Wire.
District 88 Board Recaps	These reports are informational items received from DuPage High School District 88.
Unfinished Business	None
New Business	None
Second Comments by Visitors	None
Future Agenda Items	None
Executive Session (motion)	Mr. Cuny requested a motion to adjourn to executive session to discuss litigation, when an action against, affecting, or on behalf of the district has been filed and is pending before a court. Action

may be taken upon return to regular session. Mr. Kielminski so moved. The motion was seconded by Mr. Dickens and on roll call the following members voted aye: Mr. Kielminski, Mr. Dickens, Mr. Cuny, Mrs. Rattana, Mr. Van De Velde, Mr. Blair and Mr. Downer. Nays: None. The motion carried unanimously.

The session began at 8:18 p.m.

Return to Regular Session  
(motion)

At 8:25 p.m. on a motion by Mr. Downer and seconded by Mr. Blair, the board returned to regular session.

RJB Properties, Inc.  
Litigation and Settlement  
(motion)

Mr. Cuny requested a motion to approve the counteroffer received by the district's legal counsel on behalf of RJB Properties, Inc. and their legal counsel as presented. Mr. Blair so moved. The motion was seconded by Mr. Van De Velde and on roll call the following members voted aye: Mr. Blair, Mr. Van De Velde, Mr. Cuny, Mr. Kielminski, Mr. Downer, Mrs. Rattana, and Mr. Dickens. Nays: None. The motion carried unanimously.

Adjournment (motion)

As there was no further business to come before the Board, Mr. Cuny requested a motion to adjourn. Mrs. Rattana so moved. The motion was seconded by Mr. Blair and on a voice vote carried unanimously.

The meeting was adjourned at 8:26 p.m.

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President

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Secretary

# Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

## Education Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	2,500.00
Cash In Bank	1010	13,170,862.40
Medical/Dependent Care Flex	1015	9,414.92
Student Activity Account	1020	53,771.00
Epay INB Bank Balance	1025	0.00
Petty Cash Lunch	1030	0.00
Payroll Cash Account	1040	259,588.13
Interest Fund	1050	0.00
Cash Escrow Accounting	1150	0.00
Loan To IMRF/FICA	1520	0.00
Due From Employee	1600	38,088.00
Investments	1800	0.00
Payroll Batch Update	4890	0.00
	Assets	13,534,224.45
<b>Liabilities</b>		
Tax Anticipation Warrants	4070	0.00
A/P Batch Update	4310	6,251.99
Loan From O&M	4320	0.00
Loan From Working Cash	4340	0.00
TRS	4510	0.00
FIT	4520	0.00
SIT	4530	0.00
IMRF Withholding	4540	0.00
TSA	4550	0.00
THIS/NCPERS/IN	4560	0.00
FICA	4570	0.00
Medicare Only-1.45	4580	0.00
Teacher Dues	4586	0.00
Misc: Fees, Wage Deductions	4590	-4,762.63
Medical/Dependent Care Flex	4591	21,466.36
Epay INB Bank Balance	4592	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	47,188.08
	Liabilities	70,143.80

# Statement of Position

FY 2023-2024 Month August

Salt Creek SD 48

## Fund Balance

Fund Balance	13,464,080.65
Total Liab & Fund Bal	13,534,224.45

## Summary of Fund Balance

### August Activity

### YTD Activity

Beginning Fund Balance		13,531,631.69
Add Revenues to Date	565,023.53	1,123,356.58
Less Expenditures to Date	632,574.57	2,126,438.18
		<hr/>
	Education Fund Balance	12,528,550.09
	Difference:	935,530.56

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Operations & Maintenance Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	2,172,778.73
Cash In Bank	1010	0.00
Payroll Cash Account	1040	-4,974.12
Capital Project Investment	1200	0.00
Checking Interest	1510	0.00
Payroll Batch Update	4890	0.00
	Assets	2,167,804.61
<b>Liabilities</b>		
	2540	0.00
A/P Batch Update	4310	-523.22
FIT	4520	0.00
SIT	4530	0.00
IMRF Withholding	4540	0.00
TSA	4550	0.00
THIS/NCPERS/IN	4560	0.00
FICA	4570	0.00
Misc: Fees, Wage Deductions	4590	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	0.00
	Liabilities	-523.22
<b>Fund Balance</b>		
Fund Balance		2,168,327.83
Total Liab & Fund Bal		2,167,804.61
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		2,112,314.46
Add Revenues to Date	76,601.77	115,904.80
Less Expenditures to Date	20,588.40	119,917.29
	Operations & Maintenance Fund Balance	2,108,301.97
	Difference:	60,025.86

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Debt Service Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	709,673.74
Cash Escrow Accounting	1150	33,500.00
Capital Project Investment	1200	0.00
		Assets    743,173.74
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Conversion Created: 4595	4595	0.00
		Liabilities

**Fund Balance**

Fund Balance	743,173.74
Total Liab & Fund Bal	743,173.74

Summary of Fund Balance	August Activity	YTD Activity
Beginning Fund Balance		743,043.58
Add Revenues to Date	130.16	789.67
Less Expenditures to Date	0.00	0.00
		Debt Service Fund Balance    743,833.25
		Difference:    -659.51

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Transportation Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	1,291,192.20
Cash In Bank	1010	0.00
Epay INB Bank Balance	1025	0.00
Investments	1800	0.00
	Assets	1,291,192.20
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Loan From Working Cash	4340	0.00
TRS	4510	0.00
FIT	4520	0.00
SIT	4530	0.00
IMRF Withholding	4540	0.00
TSA	4550	0.00
THIS/NCPERS/IN	4560	0.00
FICA	4570	0.00
Misc: Fees, Wage Deductions	4590	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	0.00
	Liabilities	
<b>Fund Balance</b>		
Fund Balance		1,291,192.20
Total Liab & Fund Bal		1,291,192.20
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		1,256,588.53
Add Revenues to Date	37,110.71	49,249.94
Less Expenditures to Date	2,507.04	22,986.99
	Transportation Fund Balance	1,282,851.48
	Difference:	8,340.72

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Retirement Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	47,548.65
Payroll Cash Account	1040	-455.86
Investments	1800	0.00
Payroll Batch Update	4890	0.00
	Assets	47,092.79
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Loan From Working Cash	4340	0.00
Conversion Created: 4595	4595	0.00
Payroll Batch Update	4890	0.00
Board Share Payable	4990	0.00
	Liabilities	
<b>Fund Balance</b>		
Fund Balance		47,092.79
Total Liab & Fund Bal		47,092.79
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		141,755.20
Add Revenues to Date	-67,505.20	-61,092.92
Less Expenditures to Date	-4,004.00	5,719.03
	Retirement Fund Balance	74,943.25
	Difference:	-27,850.46

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Capital Projects Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	-1,633.92
Capital Project Investment	1200	0.00
	Assets	-1,633.92
<b>Liabilities</b>		
A/P Batch Update	4310	0.00
Conversion Created: 4595	4595	0.00
	7310	0.00
	Liabilities	
<b>Fund Balance</b>		
Fund Balance		-1,633.92
Total Liab & Fund Bal		-1,633.92
<b>Summary of Fund Balance</b>		
	<b>August Activity</b>	<b>YTD Activity</b>
Beginning Fund Balance		-1,633.92
Add Revenues to Date	0.00	0.00
Less Expenditures to Date	0.00	0.00
	Capital Projects Fund Balance	-1,633.92
	Difference:	0.00

## Statement of Position

FY 2023-2024    Month August

Salt Creek SD 48

### Working Cash Fund

Function Description	Function #	Amount
<b>Assets</b>		
Cash In Bank	1010	273,066.37
Checking Interest	1510	0.00
Loan To IMRF/FICA	1520	0.00
Investments	1800	0.00
	Assets	273,066.37
<b>Liabilities</b>		
Conversion Created: 4595	4595	0.00
	Liabilities	

### Fund Balance

Fund Balance	273,066.37
Total Liab & Fund Bal	273,066.37

Summary of Fund Balance	August Activity	YTD Activity
Beginning Fund Balance		273,016.29
Add Revenues to Date	50.08	303.84
Less Expenditures to Date	0.00	0.00
	Working Cash Fund Balance	273,320.13
	Difference:	-253.76

**PERSONNEL REPORT FOR SEPTEMBER 2023**

**Certified and Non Certified Staff Recommendations**

<b>Name</b>	<b>Position</b>	<b>Replacing</b>	<b>Action</b>	<b>FTE</b>	<b>Number of Positions</b>	<b>Effective</b>	<b>School</b>
Sanober Alam	Lunchroom Supervisor	New	New Hire	1.5 hours daily	1	9/1/23	Stella May Swartz

**Extra Duty Recommendations**

<b>Name</b>	<b>Position</b>	<b>Funds</b>	<b>Paid</b>	<b>When</b>	<b>School</b>
Jody Specht	Homework HUB	HUB Grant	Hourly	Trimester 2 and 3	Albright Middle School
Christi Kane	Homework HUB	HUB Grant	Hourly	Trimester 2 and 3	Albright Middle School
Erin Hewitt	Homework HUB	HUB Grant	Hourly	Trimester 2 and 3	Albright Middle School
Katie Cummane	Homework HUB	HUB Grant	Hourly	Trimester 2 and 3	Albright Middle School
Grayson Breen	Homework HUB	HUB Grant	Hourly	Trimester 2 and 3	Albright Middle School
Anthony Lewicki	Fishing Club	HUB Grant	Stipend	Fall/Spring	Albright Middle School
Kyle Busse	Event Supervision	Extra Duty	Hourly	As needed	Albright Middle School
Stephanie Pastore	Fishing Club Supervision	HUB Grant	Hourly	Fall/Spring	Albright Middle School
Mandy Zoske	Event Supervision	Extra Duty	Hourly	As needed	Albright Middle School
Jasmine Denton	Homework HUB	HUB Grant	Hourly	All Year	Albright Middle School
Jasmine Denton	Homework Club (When HUB funds run out)	Extra Duty	Hourly	All Year	Albright Middle School
Jen Vargas	Homework HUB	HUB Grant	Hourly	All Year	Albright Middle School
Jen Vargas	Homework Club (When HUB funds run out)	Extra Duty	Hourly	All Year	Albright Middle School
Katie Cummane	Yoga HUB Club	HUB Grant	Hourly	Trimester 3	Albright Middle School
Ken Calaway	Scorekeeping	Extra Duty	Hourly	As needed	Albright Middle School

# EIS Administrator and Teacher Salary and Benefits Report - School Year 2023

9/7/2023 1:40 pm

**Salt Creek SD 48**  
**1110 S Villa Ave, Villa Park, IL 60181**  
**190220480020000**

Selection Criteria: (Employer) Employees = All

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Allard, Rebecca	114-Chief School Business Official	\$84,000.00	0.46	0	0	\$0.00	\$3,000.00	\$0.00	\$0.00
Armwood, Gwen	200-Teacher	\$53,708.73	0.47	0	0	\$0.00	\$0.00	\$0.00	\$0.00
Aulisa, Gerrie	103-Principal	\$143,285.49	1.00	30	18	\$0.00	\$3,296.70	\$14,171.08	\$9,383.89
Babiarz, Stephen J	200-Teacher	\$76,623.15	1.00	0	15	\$0.00	\$0.00	\$7,578.11	\$1,199.52
Bauers, Deanna L	200-Teacher	\$100,409.27	1.00	0	15	\$0.00	\$0.00	\$9,930.58	\$24,582.24
Burrell, Lindsay	200-Teacher	\$71,643.59	1.00	0	15	\$0.00	\$0.00	\$7,085.62	\$19,108.08
Busse, Kyle V	200-Teacher	\$60,710.70	1.00	0	15	\$0.00	\$0.00	\$6,004.35	\$9,699.54
Cahill, Mary E	200-Teacher	\$34,688.97	0.50	0	15	\$0.00	\$0.00	\$3,430.77	\$0.00
Cahill, Mary E	250-Special Education Teacher	\$20,754.67	0.15	0	15	\$0.00	\$0.00	\$2,052.66	\$183.96
Clancy, Katherine A	200-Teacher	\$67,922.91	1.00	0	15	\$0.00	\$0.00	\$6,717.64	\$22,292.46
Cluskey, Mary	201-Reading Teacher	\$76,623.15	1.00	0	15	\$0.00	\$0.00	\$7,578.11	\$450.60
Cummane, Kathleen A	250-Special Education Teacher	\$61,230.05	1.00	0	15	\$0.00	\$0.00	\$6,055.71	\$10,280.10
Evans, Frank H	100-District Superintendent	\$132,000.00	0.46	0	0	\$0.00	\$3,000.00	\$0.00	\$0.00
Ferraro, Kimberly A	200-Teacher	\$56,713.00	1.00	0	15	\$0.00	\$0.00	\$5,608.97	\$1,004.76
Goltz, Sandra M	250-Special Education Teacher	\$14,887.65	0.39	0	15	\$0.00	\$0.00	\$1,472.41	\$0.00
Green, Cassie E	200-Teacher	\$84,521.33	1.00	0	15	\$0.00	\$0.00	\$8,359.24	\$22,135.44
Grippo, Danielle M	200-Teacher	\$79,125.18	1.00	0	15	\$0.00	\$0.00	\$7,825.56	\$1,214.13
Guidice, Heather N	200-Teacher	\$66,017.30	1.00	0	15	\$0.00	\$0.00	\$6,529.18	\$1,136.37
Hanus, Steven G	200-Teacher	\$66,999.57	1.00	0	15	\$0.00	\$0.00	\$6,626.32	\$18,666.45
Hewitt, Erin M	200-Teacher	\$68,233.98	1.00	0	15	\$0.00	\$0.00	\$6,748.41	\$20,575.89
Hummel, Heidi	104-Assistant Principal	\$37,500.00	0.50	0	15	\$0.00	\$0.00	\$3,708.79	\$484.03
Hummel, Heidi	200-Teacher	\$32,398.14	0.50	0	15	\$0.00	\$0.00	\$3,204.21	\$0.00
Jordan, Richelle L	250-Special Education Teacher	\$88,043.42	1.00	0	15	\$0.00	\$0.00	\$8,707.58	\$19,204.20
Jurgutis, Marissa K	200-Teacher	\$50,793.08	1.00	0	15	\$0.00	\$0.00	\$5,023.49	\$969.48
Kane, Christina M	203-English as a Second Language Teacher	\$54,463.39	1.00	0	15	\$0.00	\$0.00	\$5,386.48	\$21,980.95
Kasher, Danielle M	200-Teacher	\$51,833.47	1.00	0	15	\$0.00	\$0.00	\$5,126.38	\$24,299.64
Kawka, Angela	200-Teacher	\$87,687.80	1.00	0	15	\$0.00	\$0.00	\$8,672.41	\$26,447.85
LeGal, Brittany A	200-Teacher	\$74,391.22	1.00	0	15	\$0.00	\$0.00	\$7,357.37	\$18,994.10
Lewicki, Anthony J	200-Teacher	\$71,643.59	1.00	0	15	\$0.00	\$0.00	\$7,085.62	\$9,933.72
Lindeen, Jessica	200-Teacher	\$49,200.00	1.00	0	15	\$0.00	\$0.00	\$4,865.95	\$1,898.56

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Martelli, Christopher B	107-General Administrator or General Supervisor	\$142,321.50	1.00	30	18	\$0.00	\$3,296.70	\$14,164.75	\$26,835.41
Miner, David P	203-English as a Second Language Teacher	\$97,060.62	1.00	0	15	\$0.00	\$0.00	\$9,599.39	\$8,895.53
Noll, Ann M	200-Teacher	\$97,060.62	1.00	0	15	\$0.00	\$0.00	\$9,599.39	\$17,791.05
Nykiel, Kayla N	250-Special Education Teacher	\$50,237.80	1.00	0	15	\$0.00	\$0.00	\$4,968.57	\$8,724.72
Oancea, Andra	200-Teacher	\$49,682.53	1.00	0	15	\$0.00	\$0.00	\$4,913.65	\$291.48
Olsen, Teresa M	200-Teacher	\$85,025.03	1.00	0	15	\$0.00	\$0.00	\$8,409.06	\$19,186.44
Ottaviano, Cristina A	200-Teacher	\$87,885.21	1.00	0	15	\$0.00	\$0.00	\$8,691.94	\$20,363.16
Oyen, Ingrid L	200-Teacher	\$107,467.48	1.00	0	15	\$0.00	\$0.00	\$10,628.64	\$10,552.74
Pastore, Stephanie	200-Teacher	\$56,713.03	1.00	0	15	\$0.00	\$0.00	\$5,608.97	\$20,141.21
Porcelli, Anthony	200-Teacher	\$49,200.17	1.00	0	15	\$0.00	\$0.00	\$4,865.95	\$2,930.61
Postovalov, Erin M	200-Teacher	\$79,246.30	1.00	0	15	\$0.00	\$0.00	\$7,837.54	\$26,398.17
Price, Zackary L	200-Teacher	\$53,673.56	1.00	0	15	\$0.00	\$0.00	\$5,308.37	\$11,988.23
Ross, Angeline P	103-Principal	\$157,545.00	1.00	30	18	\$0.00	\$3,311.26	\$15,581.36	\$25,027.94
Sabourin, Jennifer A	101-Assistant/Associate District Superintendent	\$73,158.50	0.50	15	9	\$0.00	\$1,648.35	\$7,235.48	\$4,898.89
Sabourin, Jennifer A	152-Special Education Director	\$73,158.50	0.50	15	9	\$0.00	\$1,648.35	\$7,235.48	\$4,898.89
Scanlan, Lauren Alexis	104-Assistant Principal	\$75,000.00	1.00	0	15	\$0.00	\$0.00	\$7,417.58	\$1,152.07
Specht, Jody M	200-Teacher	\$107,768.87	1.00	0	18	\$0.00	\$0.00	\$10,658.45	\$9,974.46
Tumilty, Catherine M	200-Teacher	\$82,159.97	1.00	0	15	\$0.00	\$0.00	\$8,125.70	\$1,153.92
Vargas, Jennifer M	201-Reading Teacher	\$93,923.76	1.00	0	15	\$0.00	\$0.00	\$9,289.15	\$10,451.88
Vicicondi, Becky E	200-Teacher	\$90,703.74	1.00	0	15	\$0.00	\$0.00	\$8,970.69	\$19,219.08
Williams, Nicole A	200-Teacher	\$72,533.86	1.00	0	15	\$0.00	\$0.00	\$7,173.67	\$17,641.53
Zastrow, Paula	200-Teacher	\$47,719.25	0.71	0	15	\$0.00	\$0.00	\$4,719.48	\$15,138.18
Zoske, Amanda K	200-Teacher	\$87,521.83	1.00	0	15	\$0.00	\$0.00	\$8,656.00	\$19,123.20
<b>Totals</b>									
<b>Distinct Employee Count: 50</b>		<b>Distinct Positions Count: 53</b>		<b>Total Positions Count: 53</b>		<b>Vacation Days: 120</b>		<b>Sick Days: 750</b>	
<b>Base Salary: \$3,934,819.93</b>		<b>Bonuses: \$0.00</b>		<b>Annuities: \$19,201.36</b>		<b>Retirement Enhancements: \$362,572.26</b>		<b>Other Benefits: \$588,904.75</b>	

IMRF Staff Salary and Benefits Report-School Year 2023  
Salt Creek SD 48

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Clarke, Tamara	Secretary	\$84,871.23	1	20	18	0	0	\$1,826.67	\$15,053.60
Nelson, Susan	Bookkeeper	\$80,720.70	1	20	18	0	0	\$1,841.39	\$10,444.13

Totals									
District Employee Count: 2		District Position Count: 2		Total Position Count: 2		Vacation Days: 40		Sick Days: 36	
Base Salary: \$165,591.93		Bonuses: \$0		Annuities: \$0		Retirement Enhancements: \$3,668.06		Other Benefits: \$25,497.73	



# Focus on Learning 2023-2024

Dr. Christopher Martelli - Director of Curriculum and Instruction

Dr. Emily Burnett - Director of Student Services and Human Resources

9/21/2023

01

# Curriculum Focus

- Instructional Materials
- Essential Standards
- Curriculum Review Cycle
- Investigating New Resources
- Supporting New Instruction

# Instructional Materials

Subject Area	Grade Level	Title	Publisher
English Language Arts	K-5	ReadyGEN	Savvas
English Language Arts	K-2	Countdown, Blast, HDWord	<a href="#">Really Great Reading</a>
Handwriting	K-2	Learning Without Tears	Learning Without Tears
Word Study/Spelling	K-4	Words Their Way	Pearson
English Language Arts	6-8	<a href="#">myPerspectives</a>	Savvas
Mathematics	K-4	enVision Math 2.0	Savvas
Mathematics	5-8	Eureka Math2	Great Minds
Science	K-4	Mystery Science	Mystery Science
Science	5-8	STEMScopes	Accelerate Learning
Social Science	K-8	Social Studies Alive! History Alive!	TCI
Social Emotional Learning	K-8	Positivity Project	Positivity Project

Here is a list of the instructional materials used throughout the district.



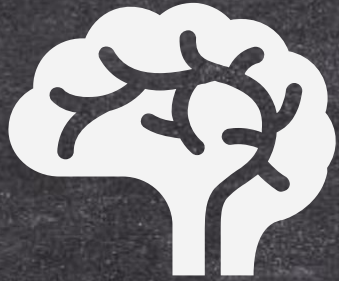
## Essential Standards - as identified by each team (22-23)

### English Language Arts

- Foundational Reading Skills
- Informational Text
- Literature
- Writing
- Speaking & Listening
- Language

### Mathematics

- Operations and Algebraic Thinking
- Number and Operations in Base Ten
- Measurement and Data
- Geometry



# Curriculum Review Cycle

	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32
ELA				CR	I					CR	I
Math	CR (5-8)	I (5-8)	CR (K-4)	I (K-4)			CR (K-8)	I (K-8)			
Science						CR	I				
SS					CR	I					
SEL		CR	I					CR	I		
Music			CR	I					CR	I	
PE/Health			CR	I					CR	I	
Art			CR	I					CR	I	
Library			CR	I					CR	I	
STEAM			CR	I					CR	I	

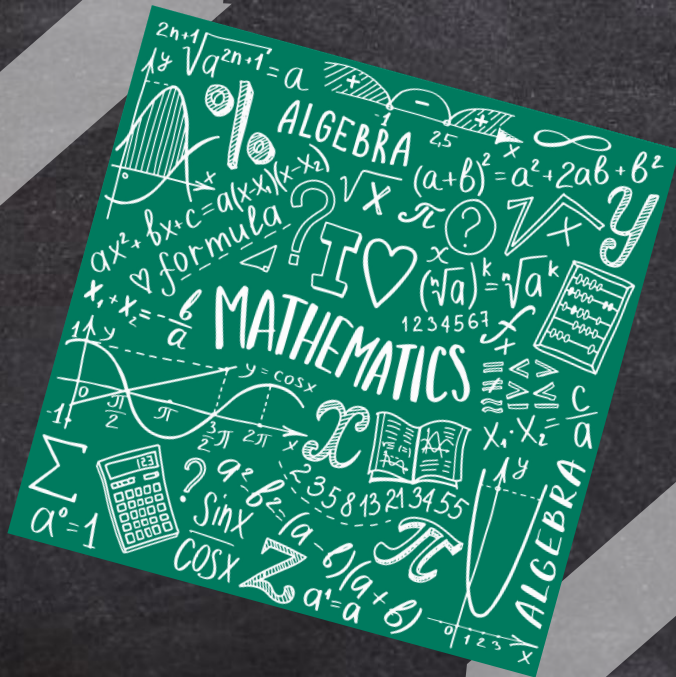
- CR = Curriculum Review
- I = Implementation

# Investigating New Curriculum

## Mathematics (K-4)

This year:

- Review websites and create staff survey
- Review survey results, create an evaluation rubric, create a list of considered materials
- Evaluate materials
- Pilot lessons and get feedback
- Narrow down choices and select materials
- Plan for professional development



# Monitoring and Supporting Newly Adopted Curriculum Areas

You can access the District 48 Instructional Resources under the Curriculum and Instruction tab



# Social Emotional Learning (SEL)

DATES	CHARACTER TRAITS
AUG 28 - SEPT 1	<a href="#">Intro - Week - Other People Mindset (OPM)</a>
SEPT 5 - 8	<a href="#">Curiosity</a> (Interest, Novelty-Seeking, Openness to Experience)
SEPT 11 - 15	<a href="#">Teamwork</a> (Social Responsibility, Loyalty)
SEPT 18 - 22	<a href="#">Open-Mindedness</a> (wisdom & knowledge)
SEPT 25 - 29	<a href="#">OPM - Being present and giving others my attention</a>
OCT 2 - 6	<a href="#">Perspective</a> (wisdom)
OCT 10 - 13	<a href="#">Forgiveness</a> (Mercy)
OCT 16 - 20	<a href="#">Integrity</a> (Authenticity, Honesty)
OCT 23 - 27	<a href="#">Creativity</a> (Originality, Ingenuity)
OCT 30 - NOV 3	<a href="#">OPM - Knowing my words and actions affect others</a>
NOV 6 - 10	<a href="#">Bravery</a> (Valor)
NOV 13 - 17	<a href="#">Gratitude</a>
NOV 27 - DEC 1	<a href="#">Gratitude</a>
DEC 4 - 8	<a href="#">Kindness</a> (Generosity, Nurturance, Care, Compassion)
DEC 11 - 15	<a href="#">OPM - Supporting others when they struggle</a>
DEC 18 - 22	<a href="#">Wildcard/Make-Up</a>
JAN 8 - 12	<a href="#">Self-Control</a> (Self-Regulation)
JAN 16 - 19	<a href="#">Optimism</a> (Hope, Future-Mindedness)
JAN 22 - 26	<a href="#">Prudence</a>
JAN 29 - FEB 2	<a href="#">Perseverance</a> (Persistence, Industriousness)
FEB 5 - 9	<a href="#">Social Intelligence</a> (Emotional Intelligence, Personal Intelligence)
FEB 13 - 16	<a href="#">Love</a>

- Professional Development sessions - May & August
- Daily Lessons
- Differentiated Character Cards
- Mindful Moment
- Tier 2 & 3 Resources
- Parent Newsletters provided
- SEL Committee meetings to continue to monitor our progress:
  - 10/11/23
  - 1/31/24
  - 4/24/24

02

# Instruction

- Committees
- Professional Development
- EL supports

# Committees

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Curriculum Leadership  
Team/Professional Development

Technology

Math (K-4)

Multi-Tiered System of Support (MTSS)

Insurance

Extra Duty

SB7 RIF

PERA Joint

Calendar

Policy

Parent Teacher Advisory & Behavioral  
Intervention

Wellness Committee



# Professional Development Themes

23-24 PD Calendar

School Safety - I love U  
Guys

Investigation of  
Mathematics

Multi-Tiered System of  
Support (MTSS)

Highly Effective  
Collaborative Teams  
(PLC)

Technology - Newline

SEL - Positivity Project

# Newcomer Intake Process

## District Supports (before day 1)

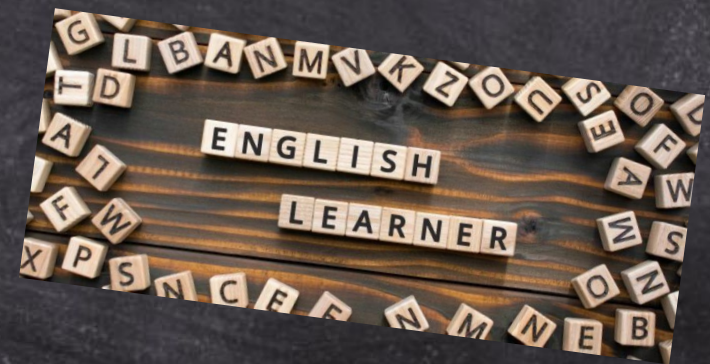
- Staff notified
- Family/Student interview
- Building Orientation
- Welcome materials bag

## School Supports (1-2 weeks)

- Language Assessment
- Placement
- Student Profile Meeting

## Ongoing Monitoring (3 months - 1 year)

- Teacher Support
- Parent Connection
- Student Check-In



# Assessment

03

District 48

Assessment Calendar

## Local Assessments

Grades	Content Area	Assessment	Fall	Winter	Spring
K - 2	ELA	AimswestPlus	Sept 5 - Sept 15	Jan 8 - Jan 19	May 6 - May 17
K - 8	ELA/Math	MAP	Sept 5 - Sept 15	Jan 8 - Jan 19	May 6 - May 17
K - 8	ELA/Math	i-Ready	Sept 5 - Sept 15 (Tier 2 & 3 only)	Jan 8 - Jan 19 (Tier 2 & 3 only)	April 29 - May 3 (All Students)

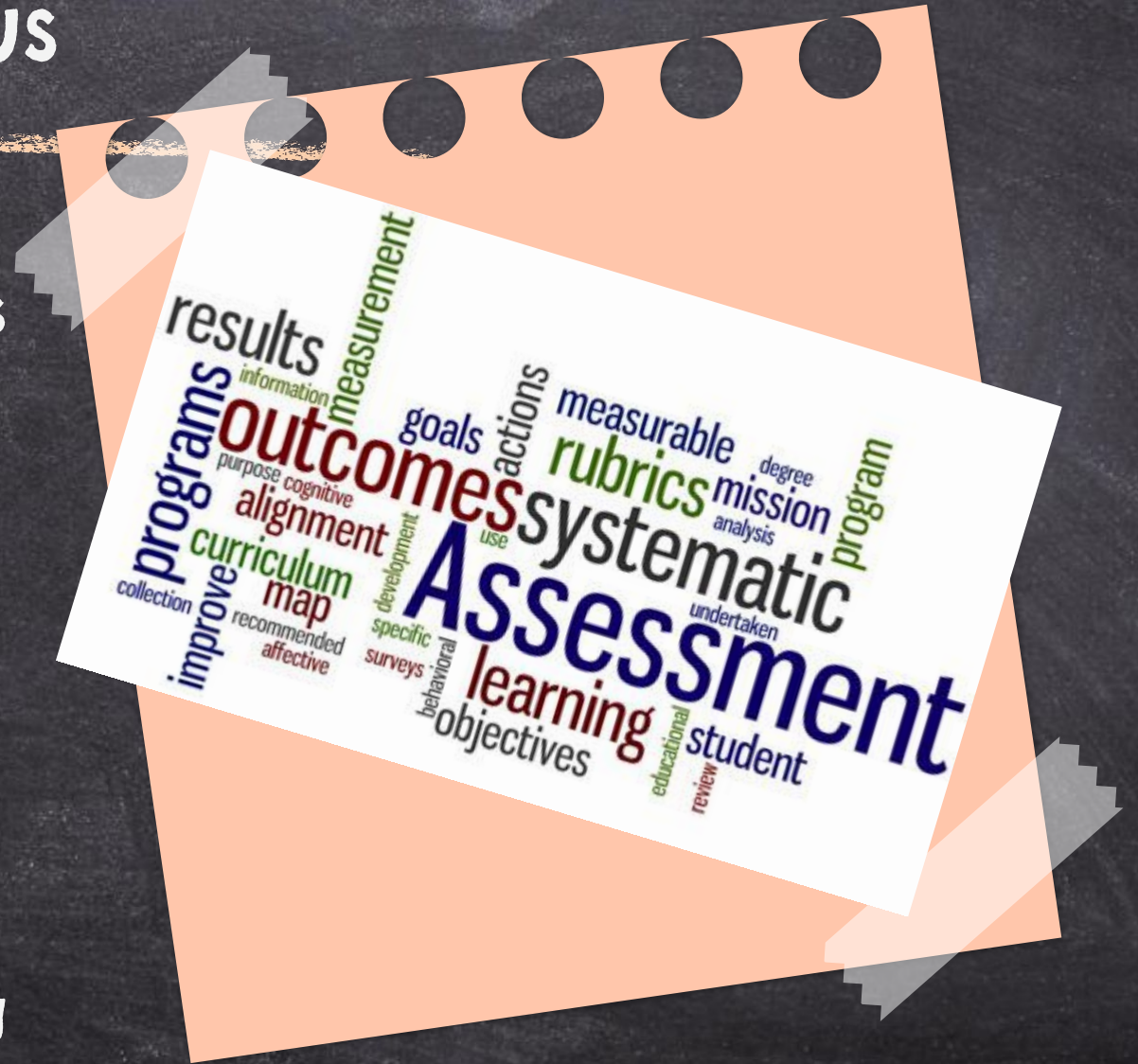
## State Assessments

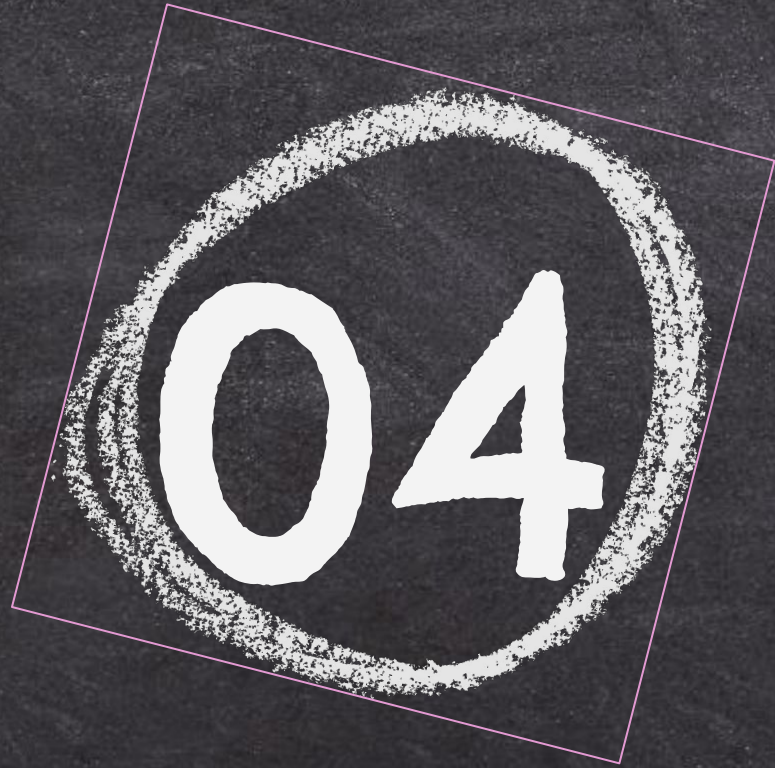
Grades	Content Area	Assessment	Dates		
K	SEL, Language and Literacy, and Math	KIDS	40th Day (Required) Oct 12- 26	105th Day Feb 2 - Feb 16	170th Day May 15 - May 29
3 - 8	ELA/Math	IAR (Illinois Assessment of Readiness)	April 8 - April 19		
5 & 8	Science	ISA (Illinois Science Assessment)	April 22 - April 25		
K - 8	Speaking, Listening Reading, Writing	ACCESS (for EL students)	Jan 17 - March 5		



# Assessment Focus

- Gather information about student's strengths and needs with teacher created common formative/summative assessments
- Focus on using data more effectively through our MTSS process
- Evaluate the tools we currently use for determining student learning





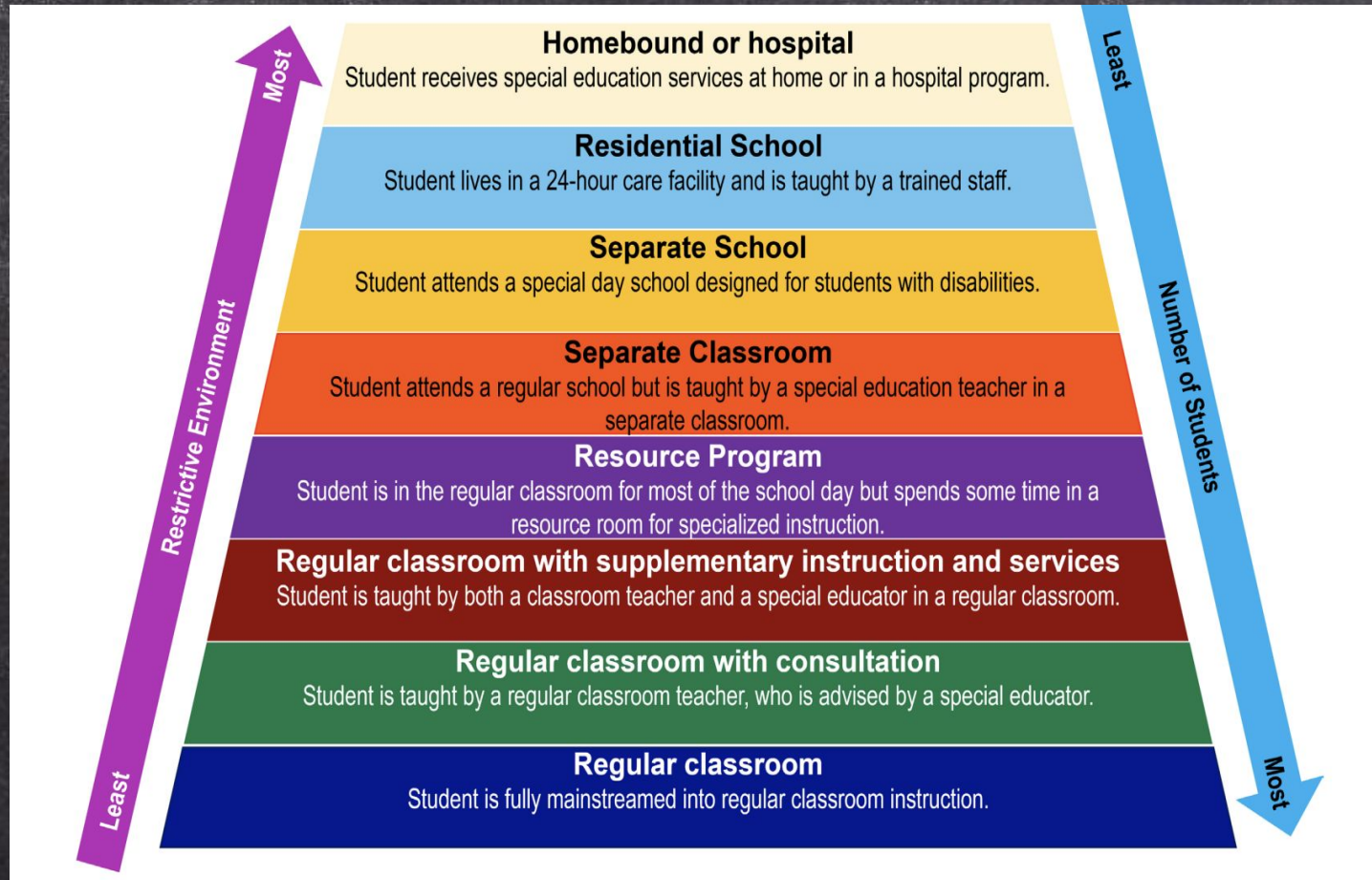
District 48  
Special  
Education  
Continuum

# Least Restrictive Environment

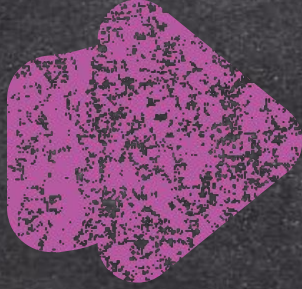
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- To the maximum extent appropriate, children with disabilities are educated with children who are nondisabled.

# Overall Continuum



# D48 Continuum



General Education  
Classroom

General Education  
Classroom-with special  
teacher consultation

Co-Taught General  
Education Classroom

Resource Support

Instructional Classroom

SASED Classrooms/  
Programs

Therapeutic School

Residential School

05

McKinney-Vento



# McKinny Vento

---

Children who lack a fixed, regular, and adequate nighttime abode are eligible for McKinney-Vento services. In general, children or youth living in motels, transitional housing, shelters, the street, cars, abandoned buildings, and other inadequate accommodations may be considered eligible for McKinney-Vento services.



# McKinney Vento Rights

---

The Education for Homeless Children and Youth program, which is part of the McKinney-Vento Homeless Assistance Act, ensures that eligible children have the following rights:

- Choice of school
- Immediate enrollment
- Transportation
- Preschool
- Free lunch & fee waivers
- Supplemental tutoring



# Student Wellness

# Student Social and Emotional Wellness







# D48 Clubs and Activities

## AMS Sports

Co-Ed Soccer  
B/G Volleyball  
B/G Basketball  
Cross Country  
Cheerleading

## AMS Clubs

Art  
AVTV  
Variety Show  
Yearbook  
Student Council

## AMS Hub

Spirit/Crafting  
Baking & Cooking  
Badminton  
Chess  
Culture  
Dance

## AMS Hub

5th/6th Book  
Homework  
Fishing  
Cosmetology  
Video Game  
Woodworking

## SMS

Earth Savers  
Homework  
Drama  
Art  
Kids Care

**STUDENT  
CLUBS  
AND  
ORGANIZATIONS**



# Thank you!

Do you have any questions?

Dr. Chris Martelli  
[CMartelli@SaltCreek48.org](mailto:CMartelli@SaltCreek48.org)

Dr. Emily Burnett  
[EBurnett@SaltCreek48.org](mailto:EBurnett@SaltCreek48.org)

# Credits.

Presentation Template: SlidesMania

Images: Unsplash

Fonts used in this presentation: Coming  
Soon and **Chelsea Market**



**INTERGOVERNMENTAL AGREEMENT FOR  
FACILITIES USE AND  
OPERATION OF A BEFORE AND AFTER SCHOOL RECREATIONAL PROGRAM**

This Intergovernmental Agreement (“Agreement”) is entered into on the dates set forth below, by and between **School District 48** and the **Oakbrook Terrace Park District**. The School District and the Park District are hereinafter sometimes referred to individually as a “Party,” and collectively as the “Parties.”

**WHEREAS**, the Park District agrees to operate an after school recreational program for the School District’s students, commonly known as the LEAP Afterschool Program at Salt Creek Primary School on the terms and conditions hereinafter set forth.

**WHEREAS**, the School District desires to provide the Park District a defined space as detailed below in Paragraph 4.a for the purpose of operating the Park District’s Program at the School.

**WHEREAS**, students of the School District benefit from the administrative ease of having access to the Park District’s programs directly at the School District’s facilities.

**WHEREAS**, the School District and the Park District have the authority to enter into this Agreement pursuant to the *Intergovernmental Cooperation Act*, 5 ILCS 220/1 *et seq.*, and Article 7, Section 10 of the Constitution of the State of Illinois.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Term.** The term of this Agreement shall commence on the date of the last Party to sign this Agreement, and shall terminate in June 2026 upon the conclusion of the 2025-26 school year, unless otherwise terminated as provided herein. The Program shall begin operation on or about August 23, 2023 and continue through the last day of student attendance for the 2025-26 school year. The Agreement may be renewed for additional one-year terms thereafter, by mutual written agreement of the Parties signed by authorized officers of the Parties.
2. **Termination.** This Agreement may be terminated as follows:
  - a. at any time by mutual written agreement of the Parties;
  - b. by either Party for convenience, upon sixty (60) days’ written notice; or



- c. by either Party for cause. In the event of the failure of any Party to perform any or all of its duties and obligations under the terms and conditions of this Agreement, the other Party may provide written notice of such breach to the breaching

Party and may thereafter terminate this Agreement in the event that the breaching Party shall not have cured such breach within thirty (30) days after receipt of such notice.

3. **Park District Responsibilities.** The Park District agrees to perform the following duties and responsibilities:

- a. Establish and operate the Program, during the hours of Mon-Fri, 2:30-6:00pm or such hours as the Parties agree upon from time to time, and are necessary for the operation of the Program, on all days that the School District's students are required to be in attendance (unless specifically identified).
- b. To the extent that the Park District intends to collect fees from students/families who attend the Program, the Park District shall provide the School District with notice of the intended fee amounts no later than June 1<sup>st</sup> of each year, beginning in 2023.
- c. Ensure that each Program staff member undergoes a criminal background check, in accordance with the *Park District Code* Section 8-23, 70 ILCS 1205/8-23, prior to beginning work in the Program.

4. **School District Responsibilities.** The School District agrees to perform the following duties and responsibilities:

- a. Provide the Park District with access to the following space ("Facilities") within the School District: Gymnasium and playground at Salt Creek Primary. If any of the spaces above are needed for School District use, the School District will provide an alternate location for the Program. In such event, the School District will provide the Park District with as much notice as reasonably possible. The School District will also provide reasonable access to its parking lots, walkways, grounds and common facilities to allow parking and ingress/egress for the Park District Program. Additionally, the School District will provide specified restrooms and storage areas that are agreed on by both Parties prior to the start of the Program.
- b. Provide the Park District staff with sufficient access to the Facilities before, during, or after the following times 2:30-6:15pm or such hours as the Parties agree upon so that the Park District can operate the Program on all days that the School District's students are required to be in attendance.



- c. Provide and pay for utilities of the space, including, but not limited to, electricity, gas, water, garbage, and sewer service. The School District shall maintain and keep the lawn, walkways, parking areas, and sidewalks around the School District in good order and repair in a clean, safe and useable condition, reasonably clear of snow, ice, and debris. The School District shall provide regular daily cleaning and periodic surface maintenance, commensurate with the School District's customary cleaning procedures used in other School District facilities.
  - d. Make all structural repairs and replacements which may be necessary where the repairs and replacements are not occasioned by the negligent acts of the Park District, its employees, agents, or representatives, in which latter event, the Park District shall be responsible. Structural repairs and replacements shall include maintenance, repair, and replacement of mechanical systems, heating system, plumbing system, HVAC system, exterior walls, foundations, roof, beams and supports, gutters, downspouts, broken glass, and utilities. Unless an unforeseen emergency arises, the School District shall give the Park District at least two (2) weeks' notice of any structural repairs and replacements. Any repairs, alterations, and remediation work that the School District, its agents, representatives, or contractors perform in or about the School District shall be performed in a manner that does not unreasonably interfere with the Park District's operations or endanger the health or safety of the Program staff or participants. All such work shall be performed in accordance with applicable law.
5. **Employment and Supervision.** All Program staff members are and will remain employees of the Park District rather than the School District. The Park District shall be responsible for the payment of salaries and benefits, and the evaluation, supervision and direction of Program staff members, and the operation of the Program.
  6. **Property Damage.** The Park District shall pay the cost of repair for any damages beyond normal wear and tear (including, but not limited to, damage to buildings, equipment, supplies, or fixtures) that is caused by a Park District employee or agent during the operation of the Program.
  7. **Third Party Beneficiaries.** This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.



8. **Indemnification.** To the fullest extent permitted by law, the Park District agrees to indemnify and hold harmless the School District, its individual Board members, administrators, employees, volunteers and agents (“School District Indemnitees”) from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney’s fees and court costs) arising from or in connection with the Park District’s activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligence or intentional wrongful conduct of the School District Indemnitees.

To the fullest extent permitted by law, the School District agrees to indemnify and hold harmless the Park District, its individual Board members, administrators, employees, volunteers and agents (“Park District Indemnitees”) from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney’s fees and court costs) arising from or in connection with the School District’s activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligence or intentional wrongful conduct of the Park District Indemnitees.

The indemnification obligations contained in this Paragraph are subject to any defenses or limitations of liability permitted under the *Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq.*, or otherwise provided by law.

9. **Insurance.** Each Party shall obtain and maintain in full force and effect during the term of this Agreement, or any extension thereof, Commercial General Liability Insurance, self-insurance, or insurance through a self-insured risk pool with limits of not less than \$1,000,000 per occurrence, a general aggregate limit of not less than \$2,000,000, and umbrella coverage with limits not less than \$5,000,000. Each Party’s General Liability insurance (or self-insurance or self-insured risk pool) policy shall name the other Party as an additional insured on the above required policies. The Parties also agree to obtain and maintain in full force and effect statutory Workers’ Compensation Insurance. All policies, with the exception of Workers’ Compensation Insurance, must be on an occurrence basis, not a claims-made basis. Prior to the commencement of this Agreement or any renewal or extension thereof, and upon request of either Party, each Party shall furnish the other Party with Certificates of Insurance or Certificates of Coverage, showing compliance with the insurance requirements set forth above.
10. **Governing Law and Severability.** This Agreement shall be construed in accordance with the laws of the State of Illinois. If any provision of this Agreement is invalid or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by law.



- 11. Notice.** Notices shall be deemed properly given hereunder if in writing and either hand delivered, sent by United States certified mail, return receipt requested, postage prepaid, or sent by a national overnight courier service to the Parties at their respective addresses provided below, or as either Party may otherwise direct in writing to the other Party from time to time:

If to School District:

Salt Creek School District 48, 1110 S. Villa Ave, Villa Park, IL 60181

If to Park District:

1S325 Ardmore Avenue, Oakbrook Terrace, IL 60181

All such notices shall be effective upon delivery.

- 12. Entire Agreement.** This Agreement contains the entire agreement between the Parties with respect to the Program and cannot be modified except in a writing, dated subsequent to the date hereof and signed by authorized officers of both Parties.
- 13. No Joint Venture.** Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither Park District nor School District shall have the power to bind or obligate the other except as to the extent expressly set forth in this Agreement.
- 14. Authority.** The individual officers of Park District and School District who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.
- 15. Waiver.** The waiver by either Party of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant, or condition on any subsequent breach of the same or any other term, covenant, or condition herein contained. None of the terms, covenants, or conditions of this lease can be waived by either Party except by appropriate written instrument signed by an authorized officer of the waiving Party.



16. **Multiple Counterparts.** This Amendment may be executed in counterparts, each of which shall be an original but all of which taken together shall constitute but one and the same instrument. In the event any signature is delivered by facsimile or by email delivery of a scanned electronic file, such signature shall create a valid and binding obligation of the party with the same force and effect as if the facsimile or scanned electronic signature page were an original thereof.



IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Park District and the School District have caused this Agreement to be executed on the dates set forth below.

**School District 48**

**Oakbrook Terrace Park District**

By: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# FGMARCHITECTS

September 13, 2023

Rebecca Allard, CSBO  
Director of Operations & Business Services  
Salt Creek School District 48  
1110 S. Villa Ave  
Villa Park, IL 60181

Subject: Proposal for 2023 Space Planning at Multiple Sites v1

Dear Ms. Allard:

The following constitutes our proposal to perform 2023 Space Planning for Salt Creek School District 48.

## Project Understanding:

Overview: The Scope of Work associated with this proposal is to create additional Space Planning concepts for Salt Creek Primary School (PK-1), Stella May Swartz Elementary School (2-4) and Albright middle school (5-8). This work will be an extension of the 2021 Space Utilization Study so the design team will use the original 2021 Task 1 information (collection/distribution of existing documentation).

District 48 may also study grade level changes at each site. Proposed grade levels noted below:

- SCP- PK, K, 1, 2
- Swartz- 3,4,5
- AMS- 6,7,8

## Professional Services:

Basic Services to include:

- Task 1: Program Development – Space Needs Analysis
- Task 2: Concept Development
- Task 3: Analysis/Decision Making
- Task 4: Final report

See attached Exhibit A for additional Scope of Work detail.

## Physical Parameters:

Locations:

# FGMARCHITECTS

Building 1:  
Albright Middle School  
1110 S. Villa Ave.  
Villa Park, IL 60181  
630-279-6160

Building 2:  
Stella May Swartz Elementary School  
17W160 16th Street  
Oakbrook Terrace, IL  
630-834-9256

Building 3:  
Salt Creek Primary  
980 South Riverside Drive  
Elmhurst, IL  
630-832-6122

## Project Team:

Project team members included in the Basic Services fee:

- FGM Architects Inc. (Architect)

Consultant retained as a reimbursable:

- Amsco

Consultants retained at the Owners expense:

- Industrial Hygienist
- Surveyor
- Outside estimation

## Proposed Schedule:

- |                  |                                                     |
|------------------|-----------------------------------------------------|
| • September 2023 | Program confirmation                                |
| • October 2023   | On-site meetings at each building, refine solutions |
| • November 2023  | Administrative meetings, refine solutions           |
| • December 2023  | Third party estimation                              |
| • January 2024   | Task 5: Issue final report                          |
| • January 2024   | through June 2024 pre referendum planning           |

## FGMARCHITECTS

### Compensation:

- Planning Services shall be billed on a time and material basis at hourly rates are noted on Exhibit B (attached).
- Specialty or other consultants (civil, traffic, soils evaluation, estimation, etc.) shall be billed as a reimbursable expense.

### Deliverables:

The Architects will assemble a final report that shall include the following information:

- Introduction: Goals, Process, and Schedule
- Executive Summary
- Meeting notes and participants
- Section for Each School (organized as follows):
  - Space Program
  - Concepts

### Qualifications:

The design team has made the following assumptions in the preparation of this Proposal:

- This proposal does not include the development of any Schematic Design Documents, Design Development Documents, Construction Documents or specifications.
- Reproduction of existing "As-Built" documents shall be billed as a reimbursable.
- Hazardous material analysis (asbestos, fuel oil, etc.) and removal estimation is not included in Basic Services.
- Cost estimation may be verified by a Construction Manager for District 48 or an outside estimation service under a separate contract with District 48.
- Site surveys will be required to be performed by a third-party surveyor. Survey work is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and surveyor would be developed and the Architect would assist the Owner with the survey process. If the Owner does not wish to update site surveys, then site diagrams could be developed for the Report.
- Soils analysis may be required to be performed by a third-party testing service. Soils analysis work is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and testing service would be developed and the Architect would assist the Owner with the process.

### Exhibits:

- Exhibit A- Task Summary
- Exhibit B- hourly rates

## FGMARCHITECTS

Thank you for the opportunity to submit our proposal for this work. Please let me know if this proposal is acceptable and I will develop an Amendment to the AIA® Document B141™ - 1997, Standard Form of Agreement between Owner and Architect, dated November 7, 2007

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald W. Richardson". The signature is fluid and cursive, with the first name "Ronald" being the most prominent.

Ronald W. Richardson | Vice President  
[ronr@fgmarchitects.com](mailto:ronr@fgmarchitects.com)

cc: file  
Matt Toepper, FGMA

Enclosure(s): Exhibits A and B

2023-9-13 v1

<b>Basic Services:</b>	
<b>Task 1</b>	<b>Program Development – Space Needs Analysis</b>
1	FGM will meet with District and building administrators to identify current space and adjacency deficiencies and develop a updated programs for the District. The programs will consist of a facility list (space types, sizes and quantities) and adjacency diagrams.
2	FGM Architects will prepare materials to be used in a meeting with the District and building Administration. The purpose of the meetings will be to review/approve input for the program developed to support enrollment and teaching/learning needs in the District.
<b>Task 2</b>	<b>Concept Development</b>
1	Preparation and Administrative Meetings
<b>Task 3</b>	<b>Analysis/Decision Making</b>
1	Preparation and Administrative meetings
<b>Task 4</b>	<b>Final report</b>
1	FGM Architects will prepare a final Report that will be organized as follows:
a	Introduction: Goals, Process, and Schedule
b	Executive Summary
c	Meeting notes and participants
d	Section for Each School (organized as follows:)
1	Program
2	Concepts
3	Space Utilization Assessment Updates

**Reimbursable Expenses :**

- 1 Civil engineering (storm water or utility design)
- 2 Structural design
- 3 Environmental remediation design
- 4 Outside estimation
- 5 Site surveys, soil borings

# FGMARCHITECTS

## FGM Architects Inc. Hourly Billing Rates

Effective February 1, 2023\*

Principal	\$300.00
Arch IV	260.00
Arch III	220.00
Arch II	180.00
Arch I	140.00
Interior Designer IV	240.00
Interior Designer III	200.00
Interior Designer II	160.00
Interior Designer I	120.00
Project Administrator	135.00

*\*Rates are subject to adjustment each November 1<sup>st</sup>.*

# FGMARCHITECTS

September 13, 2023

Rebecca Allard, CSBO  
Director of Operations & Business Services  
Salt Creek School District 48  
1110 S. Villa Ave  
Villa Park, IL 60181

Subject: Proposal for 2023 Facility Assessment and 10 Year Safety Survey at Multiple Sites v1

Dear Ms. Allard:

The following constitutes our proposal to perform a Facility Assessment and 10 Year Safety Survey (referred to as the Report) for three (3) schools. The Scope of Work associated with this Report will be based on the narrative outlined below.

## Professional Services:

Facility Assessment- Basic Services to include:

- A review of site surface conditions. No civil engineering design services or materials testing are included
- A review of the exterior enclosures (windows, walls)
- A review of interior conditions- floors, walls, ceilings, doors, toilet rooms and support spaces
- Space utilization plans
- Roof evaluation (based on visual survey)
- A review of large mechanical and electrical equipment systems
- Paving evaluation (based on visual survey)
- A meeting to gather additional information from building staff on facility related issues that may not have been obvious during the facility review
- A final meeting to review scope of work/budget and prioritize the items
- A final 10-year cost matrix which will include life safety items, facility items, large equipment replacement information, paving work and roofing work. All cost data to be based on conceptual design only.

10 Year Safety Survey- Basic Services to include:

- Task 1: Conduct an on-site building survey
- Task 2: Update Safety Reference Plans
- Task 3: Complete the Certificate of Building Compliance or develop a Violation and Recommendation Schedule.
- Task 4: Update the Description of Existing Conditions

# FGMARCHITECTS

- Task 5: meeting to review the findings
- Task 6: update information/submit the information in IWAS

## Physical Parameters:

### Building Locations:

Building 1:  
Albright Middle School  
1110 S. Villa Ave.  
Villa Park, IL 60181  
630-279-6160

Building 2:  
Stella May Swartz Elementary School  
17W160 16th Street  
Oakbrook Terrace, IL  
630-834-9256

Building 3:  
Salt Creek Primary  
980 South Riverside Drive  
Elmhurst, IL  
630-832-6122

## Project Team:

Project team members included in the Basic Services fee:

- FGM Architects Inc. (Architect)

Consultant retained by the Architect:

- Amsco

Consultants retained at the Owners expense:

- Industrial Hygienist
- Surveyor
- Outside estimation
- Contractor(s) for destructive testing
- Materials testing agency



## FGMARCHITECTS

- This proposal does not include the development of any Schematic Design Documents, Design Development Documents, Construction Documents or specifications.
- Site and exterior envelop review to take place without snow or ice cover.
- Preliminary submissions of work are not included.
- Reproduction of existing "As-Built" documents shall be billed as a reimbursable.
- Hazardous material analysis (asbestos, fuel oil, etc.) and removal estimation is not included in Basic Services.
- The design team will note masonry cracks observed during the survey work. However, detailed structural evaluation and solution development are not included under Basic Services. No structural analysis of any kind is included in Basic Services.
- No civil engineering services are included in Basic Services.
- The design team will need access to existing HVAC and electrical plans. A building staff member, familiar with the building systems, may be required to escort the design team during the building survey work.
- Pavement borings, roof cores and/or material testing may be required to be performed by a third-party material testing service. These items are not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and the testing service would be developed and the Architect would assist the Owner and the material testing service with the material testing process.
- FGM will need installation/warranty data for existing roof/mechanical systems
- District 48 should have the sewer system video surveyed given the history of the system. This item is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and the testing service would be developed and the Architect would assist the Owner and the material testing service with the material testing process.
- No destructive testing is included. Should destructive testing be needed (to look inside a wall, above a gypsum board ceiling, etc.), the Architect could develop a Request for Proposal for this work, an agreement between the Owner and contractor would be developed and the Architect would assist the Owner with the demolition and repair process.
- Site surveys may be required to be performed by a third-party surveyor. Survey work is not included in Basic Services. The Architect could develop a Request for Proposal for this work, an agreement between the Owner and surveyor would be developed and the Architect would assist the Owner with the survey process. If the Owner does not wish to update site surveys then site diagrams could be developed for the Report.
- Roof plans will be diagrammatic.
- Roofing review will be subject to surface conditions. The Architect cannot survey the roof if the surface is covered in snow and/or ice.

### Exhibits:

- None

## FGMARCHITECTS

Thank you for the opportunity to submit our proposal for this work. Please let me know if this proposal is acceptable and I will develop an Amendment to the AIA® Document B141™ - 1997, Standard Form of Agreement between Owner and Architect, dated November 7, 2007

Sincerely,

A handwritten signature in black ink, appearing to read 'Ronald W. Richardson', written in a cursive style.

Ronald W. Richardson | Vice President  
[ronr@fgmarchitects.com](mailto:ronr@fgmarchitects.com)

cc: file  
Matt Toepper, FGMA

Enclosure(s): NA



## DISTRICT 48 STUDENTS/OUT-OF-DISTRICT PLACEMENTS

Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	March 2023	April 2023	May 2023	June 2023	Aug. 2023	Sept. 2023
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<b>TOTAL</b>	14	15	15	15	15	15	15	15	15	15	15	17
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## TOTAL NUMBER OF STUDENTS

Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	March 2023	April 2023	May 2023	June 2023	Aug. 2023	Sept. 2023
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### SALT CREEK

<b>Sub-Total</b>	145	147	149	148	149	150	151	151	151	151	151	152
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### SWARTZ

<b>Sub-Total</b>	151	151	150	152	153	155	155	156	156	156	158	164
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### ALBRIGHT

<b>Sub-Total</b>	198	200	202	204	205	206	208	208	197	196	195	205
------------------	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----

### OUT OF DIST

14	15	15	15	15	15	15	15	15	15	15	15	17
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### GRAND TOTAL

<b>508</b>	<b>513</b>	<b>516</b>	<b>519</b>	<b>522</b>	<b>526</b>	<b>529</b>	<b>530</b>	<b>519</b>	<b>518</b>	<b>519</b>	<b>538</b>
------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------

**RESOLUTION TO ADOPT THE ANNUAL BUDGET FOR THE 2023-2024 SCHOOL YEAR**

WHEREAS, the Board of Education (the “Board”) of Salt Creek School District No. 48, DuPage County, Illinois, caused to be prepared in tentative form an annual budget (the “Budget”), and the Secretary of this Board has made the tentative Budget conveniently available for public inspection for at least 30 days prior to final action on the Budget; and

WHEREAS, a public hearing was held as to such Budget on September 21, 2023, notice of the hearing was given at least 30 days prior thereto as required by law, and all other legal requirements having been complied with.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Salt Creek School District No. 48, DuPage County, Illinois, as follows:

Section 1. The fiscal year of this School District shall be and the same hereby is fixed and declared to commence July 1, 2023, and to end June 30, 2024.

Section 2. The following Budget, attached and made a part of this resolution, containing an estimate of amounts available in each fund separately, and of expenditures to be made from each fund, and the same is hereby adopted as the Budget of this School District for said fiscal year, and the Secretary, or her designee, is authorized to file such Budget with the Illinois State Board of Education.

Section 3. This Resolution shall be in full force and effect upon its adoption.

Upon motion by Member \_\_\_\_\_ to adopt the above Resolution, seconded by Member \_\_\_\_\_, a roll call vote was taken and the Members voted as follows:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

September 21, 2023

\_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                          )  
COUNTY OF DUPAGE        )

**CERTIFICATION**

I, Stacy Rattana, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Salt Creek School District 48, DuPage County, Illinois, and as such I am the keeper of the records and files of the Board of Education of said District.

I do further certify that the foregoing constitutes a full, true, and complete copy of the Resolution entitled “RESOLUTION TO ADOPT ANNUAL BUDGET FOR THE 2023-24 FISCAL YEAR” for Salt Creek School District 48, DuPage County, Illinois, for the current fiscal year beginning July 1, 2023, and ending June 30, 2024, and that said Resolution was duly passed and adopted at a lawfully convened and held meeting of the Board of Education of said School District No. 48 held on September 21, 2023.

**IN WITNESS WHEREOF**, I hereunto affix my signature at Salt Creek, Illinois, this 21<sup>st</sup> day of September 2023

\_\_\_\_\_  
Secretary, Board of Education  
Salt Creek School District 48,  
DuPage County, Illinois

Witnessed on the 21<sup>st</sup> day of September,  
2023 before me, notary public, appointed in  
DuPage County for the State of Illinois

x \_\_\_\_\_  
Notary  
My commission expires \_\_\_\_\_



## SALT CREEK SCHOOL DISTRICT NO. 48

SERVING THE COMMUNITIES OF ELMHURST • OAK BROOK • OAKBROOK TERRACE • VILLA PARK

[www.saltcreek48.org](http://www.saltcreek48.org)

AMY M. ZAHER, ED.D.  
Superintendent of Schools

ADMINISTRATIVE OFFICES  
1110 S. VILLA AVE.  
VILLA PARK, IL 60181  
(630) 279-8400  
FAX (630) 279-6167

To: Board of Education  
Amy M. Zaher, Superintendent

From: Rebecca J. Allard, Director of Operations & Business Services

Date: September 12, 2023

Re: Approval of New Telephone System

At the March 16, 2023, Board of Education meeting, the board authorized the administration to partner with Client First Technology Consulting to prepare a Request for Proposal for a new telephone system for the district. The partnership also includes Client First to oversee the installation of the new telephone system.

On Friday, September 1, 2023, a committee consisting of nine members, Dr. Amy Zaher, Angela Trexler, Lauren Scanlan, Roxanne Beausoleil, Client First employees Craig Williams, Thomas Weiman, Marcia Struwing, Matthew Whisenant, and myself conducted interviews with two telecommunication companies to receive proposals for a new telephone system for the district.

*Company #1- Telecom Innovations Group LLC presented a Mitel Gold Premise System*

*Company # 2 CNG presented an Avaya Cloud Based System.*

Following the presentation of the two proposals, the committee discussed the two presentations and are recommending Telecom Innovations Group LLC (TIG) to install the Mitel Gold Premise System at a 5-year cost of \$121,150.28

Please see the attached letter from Client First for additional details.

*“Teaching Tomorrow’s Leaders”*

Date: September 12, 2023  
To: Rebecca Allard, Director of Operations & Business Services  
Salt Creek School District #48  
From: Tom Weiman, ClientFirst Technology Consulting, LLC  
Re: VoIP Telecom System Selection Findings Report

Dear Becky:

Thank you for the opportunity to work with you and the district in the design and competitive selection of a new telephone system. We understand that the Board of Education approved Phase II of the Client First proposal dated February 23, 2023, to assist the district with the implementation of the new phone system.

## Project Background

The District currently has an older version of a Cisco VoIP Telephone system which has served the District for many years. The District purchased the system from a local vendor many years ago and has been working with local dealers to maintain the system for service and support.

Due to the age of the existing system the hardware and software needed to be updated to address support and obsolescence issues. In addition, the existing system's software features and hardware did not provide the needed services for the current needs of the District. The District determined that the cost to perform the needed update was significant and an entirely new system could be purchased for the same or less cost.

To address this concern and to make sure the District obtained the best solution and best value, the District retained our services to perform an operational assessment, develop specifications and a formal Request For Proposal (RFP) and assist with the evaluation of the vendor proposals.

## Project Review & Findings

Our project scope included assisting the District with the operational assessment, development of a formal RFP document and evaluation of the vendor proposals. The following general steps were performed:

- Conducted Departmental User Interviews
- Reviewed existing telecommunication lines & services
- Reviewed the data network equipment
- Developed a Formal Request For Proposal (RFP)
- Conducted a formal vendor question and answer process
- Reviewed vendor responses and conducted selection discussion with District
- Planned and attended a Formal Vendor Presentation and Demonstration
- Developed a report of Findings and Recommendations

## **Project Activities**

- The Draft VoIP Telecommunications RFP document was reviewed by the District and updated as needed. The document was then released to 30 telecommunications system providers serving the Chicago area. The RFP was also posted to the District's Website and advertised in a local paper by the District. The vendors included those providing both premises based as well as cloud/hosted based services.
- The vendors submitted formal questions regarding the RFP and system. We received questions from several vendors. We worked with the District to provide a written response and provided it to all vendors as well as posting the document on the District website.
- The vendor group was provided a total of 30 days to develop a response and proposal. Proposals were delivered to the District.
- The District received 13 proposals from 10 vendors in response to the RFP. Some vendors chose provide multiple system proposals. The response from the vendors included an excellent combination of high-quality premises-based systems as well as cloud-based solutions.

We received the following proposals:

Vendor	Type of System	One-Time Cost	5 years - Annual Maintenance/SIP	5 years - Annual License Fee/OTT	Total 5-year Cost	Evaluation Rating Scale 1-10
<b>IPC Comm</b>	Mitel Premises	\$105,957.14	\$45,750.60	N/A	\$151,707.74	5.99
<b>Ficek Electric and Communications</b>	Avaya IP Office - Redundant	\$93,896.12	\$52,000.00	N/A	\$145,896.82	5.56
<b>Ficek Electric and Communications</b>	Avaya IP Office – Non Redundant	\$99,558.61	\$52,000.00	N/A	\$151,558.61	5.44
<b>Ficek Electric and Communications</b>	Elevate Cloud	\$62,818.50	N/A	\$148,059.84	\$210,878.34	4.64
<b>Everstream</b>	Everstream Hosted	\$23,760.00	N/A	\$95,040.00	\$118,800.00	7.28
<b>Sound Inc.</b>	GoTo	\$35,203.22	N/A	\$87,262.56	\$122,465.78	7.29
<b>CNG</b>	Avaya Cloud	\$35,664.00	N/A	\$70,449.60	\$106,114.00	7.27
<b>KKworx</b>	NEC	\$156,272.47	\$77,081.20	N/A	\$229,353.67	4.73
<b>KKworx</b>	NEC - Cloud	\$82,852.72	N/A	\$189,410.88	\$272,263.60	5.16
<b>Vertical Comm</b>	8x8	\$64,238.12	N/A	\$149,004.48	\$213,242.60	6.32
<b>B2BTechnologies</b>	Mitel	\$68,579.92	N/A	\$48,195.82	\$116,775.74	7.18
<b>TIG</b>	<b>Mitel</b>	<b>\$70,757.28</b>	<b>\$50,393.00</b>	<b>N/A</b>	<b>\$121,150.28</b>	<b>7.99</b>
<b>Asenda</b>	GoTo	\$35,203.22	N/A	\$87,262.56	\$122,465.78	7.09

Salt Creek School District #48

Vendors and their proposals were evaluated based on a number of different criteria including Purchase Price, Total 5-Year Costs, Service and Support, Manufacturer Stability & Direction, Input from Staff, Etc.

The District and consultants reviewed the vendor proposals in detail and after that review determined 2 finalist vendors to invite in to provide a presentation of their company and demonstration of the proposed system. These are the two solutions selected to provide a presentation:

Vendor	Type of System	One-Time Cost	5 years - Annual Maintenance/SIP	5 years - Annual License Fee/OTT	Total 5 Year Cost
<b>Telcom Innovations Group (TIG)</b>	Mitel Premises	\$70,757.28	\$50,393.00	N/A	\$121,150.28
<b>CNG</b>	Avaya Cloud	\$35,664.40	N/A	\$70,449.60	\$106,114.00

- These two vendors were provided a formal agenda to follow for their presentation and were provided 2 full hours to present their company and the proposed solution.
- 5 District staff members representing District operations were invited to participate in the vendor meetings and presentations. District IT and consultants also attended the meetings.
- District staff were provided the opportunity to ask questions, view the telephone sets included in the vendor proposals and participate in a demonstration of the proposed system.
- At the conclusion of the second presentation, the District Staff provided their input regarding their thoughts on the vendor presentations, proposed system and vendor.

**Findings Recommendation**

Based on the evaluation performed by the District and Consultants and the input from the District staff in attendance for the Vendor Presentations and Demonstrations, the District has selected Telcom Innovations Group (TIG) and the Mitel Telecommunications system as the final recommended selected vendor.

We believe the District should proceed with the finalization of the system purchase contract/configuration and purchase of the new system from TIG. The system can provide the features needed for District Operations, TIG and Mitel can provide the needed maintenance, software assurance and support and meets the District’s operational needs and budget.

If you have any questions, feel free to contact me at 847.910.7047 or via email at [tweiman@clientfirstcg.com](mailto:tweiman@clientfirstcg.com) for additional information.

Sincerely,



**Thomas Weiman**  SOCIETY OF COMMUNICATIONS TECHNOLOGY CONSULTANTS INTERNATIONAL  
 Practice Leader  
 Enterprise Communications Consulting



# ISDLAF+ Monthly Statement

Salt Creek School District 48

## Current Portfolio

8/31/2023

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV	Face/Par	Market Value
LIQ				08/31/2023		LIQ Account Balance	\$2,547.33	5.281%	\$1.000	\$2,547.33	\$2,547.33
MAX				08/31/2023		MAX Account Balance	\$1,164,472.69	5.295%	\$1.000	\$1,164,472.69	\$1,164,472.69
TS	TS	296212-1	07/28/2023	07/28/2023	09/22/2023	ISDLAF+ TERM SERIES, IL	\$2,000,000.00	5.303%		\$2,016,272.22	\$2,000,000.00
SEC	3	60454-1	06/09/2023	06/12/2023	09/26/2023	TREASURY BILL, 912797GU5	\$3,941,217.11	5.150%		\$4,000,000.00	\$3,985,326.40
SEC	3	61041-1	07/25/2023	07/26/2023	10/19/2023	TREASURY BILL, 912797FB8	\$1,999,517.75	5.272%		\$2,024,000.00	\$2,009,737.54
SEC	3	60706-1	06/30/2023	07/05/2023	10/31/2023	TREASURY BILL, 912797HD2	\$849,568.13	5.269%		\$864,000.00	\$856,397.95
SEC	3	61042-1	07/25/2023	07/26/2023	11/21/2023	TREASURY BILL, 912797HL4	\$1,749,051.13	5.311%		\$1,779,000.00	\$1,757,859.47
CD	N	1351698-1	07/25/2023	07/25/2023	11/22/2023	FIRST COMMERCIAL BANK, MS	\$245,550.00	5.330%		\$249,852.89	\$245,550.00
SEC	3	61043-1	07/25/2023	07/26/2023	12/21/2023	TREASURY BILL, 912797FV4	\$1,999,009.77	5.318%		\$2,042,000.00	\$2,008,724.75
CD	N	1351702-1	07/25/2023	07/25/2023	01/22/2024	Vast Bank, National Association, OK	\$243,300.00	5.450%		\$249,875.43	\$243,300.00
CD	N	1351703-1	07/25/2023	07/25/2023	01/22/2024	Bank Hapoalim B.M., NY	\$243,400.00	5.340%		\$249,845.40	\$243,400.00
CD	N	1351700-1	07/25/2023	07/25/2023	01/22/2024	CIBC Bank USA, MI	\$243,450.00	5.325%		\$249,878.58	\$243,450.00
CD	N	1351705-1	07/25/2023	07/25/2023	01/22/2024	Bank 7, OK	\$243,400.00	5.348%		\$249,855.02	\$243,400.00
CD	N	1351701-1	07/25/2023	07/25/2023	01/22/2024	First National Bank, ME	\$243,400.00	5.340%		\$249,845.48	\$243,400.00
CD	N	1351704-1	07/25/2023	07/25/2023	01/22/2024	First State Bank and Trust Company, Inc., MO	\$243,450.00	5.340%		\$249,896.72	\$243,450.00
CD	N	1351699-1	07/25/2023	07/25/2023	01/22/2024	Preferred Bank, NY	\$243,400.00	5.340%		\$249,845.48	\$243,400.00
CD	N	1351706-1	07/25/2023	07/25/2023	01/22/2024	Financial Federal Bank, TN	\$243,350.00	5.400%		\$249,866.45	\$243,350.00
							<b>\$15,898,083.91</b>			<b>\$16,141,053.69</b>	<b>\$15,977,766.13</b>

**Time and Dollar Weighted Average Portfolio Yield:** 5.303%

**Weighted Average Portfolio Maturity:** 65.37 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

## Salt Creek School District 48 - Revenue Report - August 2023

Account			Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
10	R	1111	Current Taxes	\$4,590,800	\$0	\$0	(\$4,590,800)
10	R	1112	Back Taxes 1 Year Prior	\$3,989,500	\$442,653	\$514,402	(\$3,475,098)
10	R	1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
			<i>Total Property Taxes</i>	<i>\$8,580,300</i>	<i>\$442,653</i>	<i>\$514,402</i>	<i>(\$8,065,898)</i>
10	R	1230	Corporate Rplcmt Tax	\$1,450,000	\$55,795	\$366,857	(\$1,083,143)
10	R	1510	Earned Interest	\$183,100	\$2,521	\$14,929	(\$168,171)
10	R	1611	Student Lunch	\$30,000	\$2,229	\$2,768	(\$27,232)
10	R	1612	Student Brkfst	\$3,700	\$0	\$79	(\$3,621)
			<i>Total Student Lunch &amp; Breakfast Fees</i>	<i>\$33,700</i>	<i>\$2,229</i>	<i>\$2,847</i>	<i>(\$30,853)</i>
10	R	1725	School Tech Fees	\$25,000	\$10,300	\$13,400	(\$11,600)
10	R	1732	Graduation Fee	\$5,800	\$1,495	\$1,840	(\$3,960)
			<i>Total Student Fees</i>	<i>\$30,800</i>	<i>\$11,795</i>	<i>\$15,240</i>	<i>(\$15,560)</i>
10	R	1950	Refund Prior Yr	\$15,000	\$0	\$0	(\$15,000)
10	R	1993	Pre-School Fees	\$75,000	\$1,250	\$2,800	(\$72,200)
10	R	1999	Miscellaneous	\$8,000	\$4,735	\$5,035	(\$2,965)
			<i>Total Misc Fees</i>	<i>\$98,000</i>	<i>\$5,985</i>	<i>\$7,835</i>	<i>(\$90,165)</i>
10	R	3001	Evidence-Based Funding	\$484,501	\$44,046	\$44,046	(\$440,455)
10	R	3360	State Free Breakfast/Lunch	\$1,000	\$0	\$0	(\$1,000)
10	R	3800	Library Grant	\$750	\$0	\$0	(\$750)
			<i>Total State Funds</i>	<i>\$486,251</i>	<i>\$44,046</i>	<i>\$44,046</i>	<i>(\$442,205)</i>

## Salt Creek School District 48 Revenue Report - August 2023

Account	Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
10 R 4210	Regular Lunch	\$70,000	\$0	\$0	(\$70,000)
10 R 4220	Regular Brkfst	\$20,000	\$0	\$0	(\$20,000)
10 R 4300	Title I Low Income	\$66,687	\$0	\$0	(\$66,687)
10 R 4331	Title I - School Improvement & Accountability	\$18,000	\$0	\$0	(\$18,000)
10 R 4400	Title IV	\$0	\$0	\$0	\$0
10 R 4600	Pre-school Flow Thru	\$4,629	\$0	\$0	(\$4,629)
10 R 4620	Fed IDEA Flow Thru	\$347,894	\$0	\$103,696	(\$244,198)
10 R 4932	Title II	\$16,915	\$0	\$486	(\$16,429)
10 R 4991	Admin Outreach/Medicaid	\$20,000	\$0	\$2,764	(\$17,236)
10 R 4992	Fee For Svcs/Medicaid	\$16,000	\$0	\$4,967	(\$11,033)
10 R 4999	Other Restricted Federal Sources	\$92,000	\$0	\$45,287	(\$46,713)
	<i>Total Federal Funds</i>	<u>\$672,125</u>	<u>\$0</u>	<u>\$157,200</u>	<u>(\$514,925)</u>
<i>Total Education Fund Revenue</i>		<u>\$11,534,276</u>	<u>\$565,024</u>	<u>\$1,123,357</u>	<u>(\$10,380,067)</u>
20 R 1111	Current Taxes	\$788,500	\$0	\$0	(\$788,500)
20 R 1112	Back Taxes 1 Year Prior	\$689,718	\$76,203	\$88,555	(\$601,163)
20 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$1,478,218</u>	<u>\$76,203</u>	<u>\$88,555</u>	<u>(\$1,389,663)</u>
20 R 1230	Corporate Rplcmt Tax	\$100,000	\$0	\$25,000	(\$75,000)
20 R 1510	Earned Interest	\$24,704	\$399	\$2,350	(\$22,354)
20 R 1910	Rental Of Facilities	\$178,000	\$0	\$0	(\$178,000)
20 R 1960	E-RATE	\$43,000	\$0	\$0	(\$43,000)
	<i>Total Misc Fees</i>	<u>\$221,000</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$221,000)</u>
<i>Total Operations &amp; Maint Fund Revenue</i>		<u>\$1,823,922</u>	<u>\$76,602</u>	<u>\$115,905</u>	<u>(\$1,708,017)</u>

## Salt Creek School District 48 - Revenue Report - August 2023

Account	Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
30 R 1111	Current Taxes	\$0	\$0	\$0	\$0
30 R 1112	Back Taxes 1 Year Prior	\$0	\$0	\$0	\$0
30 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
30 R 1510	Earned Interest	\$12,351	\$130	\$790	(\$11,561)
	<i>Total Debt Service Fund Revenue</i>	<u>\$12,351</u>	<u>\$130</u>	<u>\$790</u>	<u>(\$11,561)</u>
40 R 1111	Current Taxes	\$379,500	\$0	\$0	(\$379,500)
40 R 1113	Back Taxes Other Years	\$333,746	\$36,874	\$42,851	(\$290,895)
40 R 1112	Back Taxes 1 Year Prior	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$713,246</u>	<u>\$36,874</u>	<u>\$42,851</u>	<u>(\$670,395)</u>
40 R 1230	Corporate Rplcmt Tax	\$5,000	\$0	\$5,000	\$0
40 R 1510	Earned Interest	\$15,550	\$237	\$1,399	(\$14,151)
40 R 3500	Regular Transportation	\$5,000	\$0	\$0	(\$5,000)
40 R 3510	Special Ed Transportation	\$165,000	\$0	\$0	(\$165,000)
	<i>Total State Funds</i>	<u>\$170,000</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$170,000)</u>
	<i>Total Transportation Fund Revenue</i>	<u>\$903,796</u>	<u>\$37,111</u>	<u>\$49,250</u>	<u>(\$854,546)</u>

## Salt Creek School District 48 Revenue Report - August 2023

Account	Account Description	Budget	Monthly Activity	FYTD Activity	(Under) / Over Budget
50 R 1111	Current Taxes	\$34,500	\$0	\$0	(\$34,500)
50 R 1112	Back Taxes 1 Year Prior	\$30,134	\$3,329	\$3,869	(\$26,265)
50 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$64,634</u>	<u>\$3,329</u>	<u>\$3,869</u>	<u>(\$60,765)</u>
50 R 1230	Corporate Rplcmt Tax	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>	<u>\$0</u>
50 R 1510	Earned Interest	<u>\$1,543</u>	<u>\$9</u>	<u>\$139</u>	<u>(\$1,404)</u>
	<i>Total IMRF Fund Revenue</i>	<u>\$71,177</u>	<u>\$3,338</u>	<u>\$9,008</u>	<u>(\$88,433)</u>
51 R 1111	Current Taxes	\$34,500	\$0	\$0	(\$34,500)
51 R 1112	Back Taxes 1 Year Prior	\$41,436	\$4,578	\$5,320	(\$36,116)
51 R 1113	Back Taxes Other Years	\$0	\$0	\$0	\$0
	<i>Total Property Taxes</i>	<u>\$75,936</u>	<u>\$4,578</u>	<u>\$5,320</u>	<u>(\$70,616)</u>
51 R 1510	Earned Interest	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	<i>Total Social Security Fund Revenue</i>	<u>\$75,936</u>	<u>\$4,578</u>	<u>\$5,320</u>	<u>(\$70,616)</u>
70 R 1510	Earned Interest	<u>\$4,000</u>	<u>\$50</u>	<u>\$304</u>	<u>(\$3,696)</u>
	<i>Total Working Cash Fund Revenue</i>	<u>\$4,000</u>	<u>\$50</u>	<u>\$304</u>	<u>(\$3,696)</u>
	<b><i>Grand Total Revenue - All Funds</i></b>	<u><b>\$14,425,458</b></u>	<u><b>\$686,832</b></u>	<u><b>\$1,303,933</b></u>	<u><b>(\$13,116,937)</b></u>

## Level 1 (By Fund)

Type: E - Expense Location: 910 - 999		Fiscal Year: 2023-2024 Month: August				Salt Creek SD 48	
Fund Code	Fund Description	Current Budget	Month Activity	YTD Activity	YTD %	Encumbered Balance	Unencumbered Balance
10	Education	12,003,153	995,643	2,230,041	18.58%	41,612	9,731,499
20	Operations & Maintenance	2,668,870	20,588	219,771	8.23%	44,540	2,404,559
30	Debt Service	310,650	0	0	0.00%	0	310,650
40	Transportation	831,758	2,507	22,987	2.76%	0	808,771
50	Retirement	20,900	510	5,719	27.36%	0	15,181
51	Medicare/Social Security Fund	175,600	15,016	15,016	8.55%	0	160,584
Account Grand Totals:		16,010,931	1,034,264	2,493,534	15.57%	86,153	13,431,245
Number of Accounts:		883					

## Level 2 (By Fund/Object Position 1)

Type: E - Expense  
Location: 910 - 999

Fiscal Year: 2023-2024  
Month: August

Salt Creek SD 48

Fund	Current Budget	Month Activity	YTD Activity	YTD %	Encumbered Balance	Unencumbered Balance
<b>Education</b>						
Salaries	7,148,199	766,477	904,496	12.65%	0	6,243,703
Employee Benefits	1,471,466	170,019	197,802	13.44%	0	1,273,664
Purchased Services	1,468,014	35,876	400,288	27.27%	5,596	1,062,130
Supplies	504,174	18,424	53,411	10.59%	35,741	415,022
Capital Outlay	267,000	0	92,200	34.53%	0	174,800
Other Expense	1,130,600	2,233	579,229	51.23%	275	551,096
Non-Capitalized Equipment	13,700	2,615	2,615	19.09%	0	11,085
<b>Total</b>	<b>12,003,153</b>	<b>995,643</b>	<b>2,230,041</b>	<b>18.58%</b>	<b>41,612</b>	<b>9,731,499</b>
<b>Operations &amp; Maintenance</b>						
Salaries	96,000	7,821	15,311	15.95%	0	80,689
Employee Benefits	13,370	901	1,802	13.47%	0	11,568
Purchased Services	1,164,500	8,570	152,847	13.13%	18,590	993,063
Supplies	219,000	1,637	46,499	21.23%	0	172,501
Capital Outlay	900,000	1,660	3,312	0.37%	25,950	870,738
Other Expense	276,000	0	0	0.00%	0	276,000
<b>Total</b>	<b>2,668,870</b>	<b>20,588</b>	<b>219,771</b>	<b>8.23%</b>	<b>44,540</b>	<b>2,404,559</b>
<b>Debt Service</b>						
Other Expense	310,650	0	0	0.00%	0	310,650
<b>Total</b>	<b>310,650</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>310,650</b>
<b>Transportation</b>						
Purchased Services	806,758	2,507	22,987	2.85%	0	783,771
Other Expense	25,000	0	0	0.00%	0	25,000
<b>Total</b>	<b>831,758</b>	<b>2,507</b>	<b>22,987</b>	<b>2.76%</b>	<b>0</b>	<b>808,771</b>
<b>Retirement</b>						
Employee Benefits	20,900	510	5,719	27.36%	0	15,181
<b>Total</b>	<b>20,900</b>	<b>510</b>	<b>5,719</b>	<b>27.36%</b>	<b>0</b>	<b>15,181</b>

Medicare/Social Security Fund

## Level 2 (By Fund/Object Position 1)

Type: E - Expense  
Location: 910 - 999

Fiscal Year: 2023-2024  
Month: August

Salt Creek SD 48

Fund	Current Budget	Month Activity	YTD Activity	YTD %	Encumbered Balance	Unencumbered Balance
<b>Medicare/Social Security Fund</b>						
Employee Benefits	175,600	15,016	15,016	8.55%	0	160,584
<b>Total</b>	<b>175,600</b>	<b>15,016</b>	<b>15,016</b>	<b>8.55%</b>	<b>0</b>	<b>160,584</b>
<hr/>						
Account Grand Totals:	16,010,931	1,034,264	2,493,534	15.57%	86,153	13,431,245
Number of Accounts:	883					

September 15, 2023

Board of Education  
Dane C. Cuny, Board President  
Dr. Amy M. Zaher, Superintendent  
Salt Creek School District No. 48  
1110 S Villa Ave  
Villa Park, IL 60181

Dear Members of the Board of Education:

Congratulations! Your board of education is one of 45 to earn the Illinois Association of School Boards 2023 School Board Governance Recognition designation. This recognition is designed to acknowledge those school boards that have engaged in activities and modeled behaviors that lead to excellence in local school governance in support of quality public education.

Details regarding delivery of the plaque and/or date tab are forthcoming.

We commend you for your hard work and distinction as a School Board Governance Recognition recipient.

Sincerely,



Kimberly Small, J.D.  
Executive Director  
Illinois Association of School Boards

KS/HN



## SALT CREEK SCHOOL DISTRICT NO. 48

SERVING THE COMMUNITIES OF ELMHURST • OAK BROOK • OAKBROOK TERRACE • VILLA PARK

[www.saltcreek48.org](http://www.saltcreek48.org)

AMY M. ZAHER, ED.D.  
Superintendent of Schools

ADMINISTRATIVE OFFICES  
1110 S. VILLA AVE.  
VILLA PARK, IL 60181  
(630) 279-8400  
FAX (630) 279-6167

September 11, 2023

Ms. Janine Asmus  
541 81<sup>st</sup> Street  
Burr Ridge, IL 60527  
[libraryfoia@gmail.com](mailto:libraryfoia@gmail.com)

Re: Electronic Transmission Illinois Freedom of Information Act Request  
dated September 11, 2023

Dear Ms. Asmus,

Thank you for your correspondence sent to the district via electronic email with your request for information pursuant to the Freedom of Information Act. In your request, received by us on September 11, 2023, you requested the following information:

- *Please identify (by employee name and work email address) each and every District employee who is certified as a school librarian (meaning they have the school library licensure and/or endorsement in library media) and who is currently working in that capacity in your District's library/libraries/media centers this academic school year.*

Your request is granted at this time. We have one Library Information Specialist employed in our district. Her name is Amanda Crowley and her email address is [acrowley@saltcreek48.org](mailto:acrowley@saltcreek48.org).

Sincerely,

A handwritten signature in blue ink that reads "Dr. Amy M. Zaher".

Dr. Amy M. Zaher  
Superintendent of Schools

## *District 88 Board Recap*

*August 14, 2023*

**The Consent Agenda, which included the following items, was approved by the Board:**

A. Financial Reports

- 1) List of Bills- June and July 2023
- 2) List of Bills- Vendor checks from July 21- August 8, 2023

B. Construction Project Pay Application #1 – CTE HVAC

C. Construction Project Pay Application #1 – Dust Collector

D. Fundraiser(s) Exceeding \$1,000

1. Addison Trail's Interact Club will host Kermes (Latin food fest) fundraiser. The event will include games, raffles, and a DJ will provide music and entertainment. Tacos and tamales will also be sold. The proceeds from all ticket and raffle sales will help support a scholarship for an Interact Club member.
2. Willowbrook Football will sell digital coupons through Fundraiser University. The proceeds will be used to cover the cost of team meals, travel camp and personal jerseys.
3. Willowbrook Girls Volleyball will sell digital coupons through Fundraiser University. The proceeds will be used to offset the costs of team apparel and gear, senior gifts, equipment, team bonding outings, banquets and team meals.

E. Donation

The following was donated to Willowbrook High School from Endotronix:

- 15 task rolling chairs
- 6 rolling cabinets
- 9 double cubes
- 3 single cubes
- 1 conference room table
- 10 conference room chairs
- 2 4'x4' conference room tables

F. Personnel

**CERTIFIED STAFF APPOINTMENTS:**

Adam Hage

Willowbrook Part-time English Teacher

Effective: August 14, 2023

Jacqueline Hampton

Willowbrook Part-time Math Teacher

Effective: August 14, 2023

Rachel Karos

Willowbrook Part-time Co-Curricular Coordinator

Effective: August 14, 2023

MaryKathryn Maranowicz  
Willowbrook Part-time English Teacher  
Effective: August 14, 2023

Griselda Sanches  
Addison Trail Full-time English Learner Teacher  
Effective: August 14, 2023

Isabel Witte  
Addison Trail Full-time Guidance Counselor  
Effective: August 14, 2023

CERTIFIED STAFF CHANGE IN STATUS:

Lucas Brennan  
Addison Trail Part-time English Teacher to Full-time English Teacher  
Effective: August 14, 2023

Tara Murphy  
From Willowbrook English Teacher to Willowbrook English Teacher/  
Return to School Interventionist/ Credit Recovery Coordinator  
Effective: August 14, 2023

CERTIFIED STAFF RESIGNATIONS:

Brandon Murphy  
Willowbrook Athletic Director  
Effective: June 30, 2023

Samantha Rivera  
Addison Trail Guidance Counselor  
Effective: July 7, 2023

Raquel Rodriguez  
Addison Trail Dean of Students  
Effective: July 28, 2023

CLASSIFIED STAFF APPOINTMENT:

Brett Wentz  
Addison Trail Buildings & Grounds 2nd Shift Maintenance  
Effective: July 17, 2023

Tamara Czeszewski  
Addison Trail Writing Center Teacher Assistant  
Effective: August 16, 2023

Kimberly Vassar  
Addison Trail 1:1 Teacher Assistant  
Effective: August 16, 2023

Ana Hall  
District Office Vocational Assistant  
Effective: August 16, 2023

**CLASSIFIED STAFF CHANGE IN STATUS:**

Patrick Sikorski  
From Addison Trail 2nd Shift Custodian to Willowbrook 2nd Shift Custodian.  
Effective: August 7, 2023

**CLASSIFIED STAFF RESIGNATION:**

Maya Molina  
Willowbrook Literacy Teacher Aide  
Effective: July 12, 2023

Anthony DiStasio  
Willowbrook Buildings & Grounds 2nd Shift Custodian  
Effective: August 1, 2023

Arissa Bregman  
Willowbrook Learning Services Teacher Aide  
Effective: August 2, 2023

Joseph Lacine  
Addison Trail GOAL Teacher Aide  
Effective: August 3, 2023

Jeanie Smith  
Willowbrook Learning Services Teacher Aide  
Effective: August 13, 2023

**Separate Action items, which include the following were approved by the Board:**

- A. Treasurer's Report- June 2023
- B. Ratification of Summer Purchasing Committee Action
  - 1) List of Bills- Vendor Checks from June 23- July 20, 2023

**Discussion Items**

A. Overview of 2022-23 Financial Report (Unaudited) as of June 30, 2023

Mr. Domeracki presented the unaudited cash basis Financial Performance budget to actual summary and analysis reports for the 2022-23 fiscal year. Particular to this year was the impact of the federal ESSER grant assistance that the district continues to plan for and make decisions as to how best apply the additional federal funding. The success of many of these student-based initiatives that addressed the learning loss and social-emotional needs, will continue to be the focus as we look ahead to 2023-24. We are planning ahead to be prepared for the challenges of sustaining such programming and resource commitments beyond 2023-24. The auditors will make the necessary accrual adjustments to account for the proper timing for both revenue and expenditures for the official accrual based financial reports.

## B. District Leadership Team, Joint Leadership Team and Institute Day Highlights

The District Leadership Team met on Tuesday, Aug. 1, and the Joint Leadership Team met on Thursday, Aug. 3, to kick off the 2023-2024 school year. In addition to District 88 Superintendent Dr. Jean Barbanente setting priorities for the year, members of the District Leadership Council discussed district improvement goals, progress monitoring structures and expectations, professional development opportunities for staff, technology updates, new school safety protocols, human resources updates and community relations updates.

All District 88 staff members met on Aug. 14 for an Institute Day. During the meetings, District 88 Superintendent Dr. Jean Barbanente shared her vision for the future direction of the district. Also discussed were areas of focus for 2023-24, including initiatives in literacy and college and career pathways, updates in professional development, safety and security, technology and community relations.

## Information (no discussion)

### A. Freedom of Information Request

On June 22, 2023, DuPage High School District 88 received a request via email from [legal@gebisonline.com](mailto:legal@gebisonline.com) for the following information through the Freedom of Information Act (FOIA):

- Team photos from the schools Wrestling Program

Team Photos

Any Yearbook Photos or Pages from Yearbook

Any Photos maintained by the school in regards to the wrestling program

- Documents

Uniform purchase orders (invoices from vendors for uniforms)

If any promotional document that were distributed to students or parents encouraging participation

- Information

Contact details for person responsible for wrestling program

Email Address

Title

To reduce the burden of search, limit this search to the last 4 years (2019-2023), and for the high schools for all requested.

FOIA request was sent to [legal@gebisonline.com](mailto:legal@gebisonline.com) on June 28, 2023.

On July 4, 2023, DuPage High School District 88 received a request via email from Sheri Reid of SmartProcure for the following information through the Freedom of Information Act (FOIA):

All purchasing records from 4/5/2023 to current

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

FOIA request was sent to [sreid@smartprocure.com](mailto:sreid@smartprocure.com) on July 6, 2023.

On July 19, 2023, DuPage High School District 88 received a request via email from Karen Garcia of SmartProcure for the following information through the Freedom of Information Act (FOIA):

All current employee/staff contact information.

The specific information requested from your record keeping system is:

1. First Name
2. Last Name
3. Position Title
4. Department
5. Direct Phone Number (if does not exist, list main phone number with extension)
6. Business Cell Phone (if provided by DuPage High School District No. 88)
7. Email Address
8. Office Address (Address, City, State, Zip)

FOIA request was sent to [kareng@smartprocure.com](mailto:kareng@smartprocure.com) on July 20, 2023.

On July 26, 2023, DuPage High School District 88 received a request via email from Katherine Smyser of NBC Universal for the following information through the Freedom of Information Act (FOIA):

Documents sufficient to show all communications (emails, letters, texts, board proceedings, or notes from phone calls) received by DuPage High School District 88, which include a request to reconsider, ban, and/or challenge any book or any other material in any of your school district's libraries or classrooms. I am hoping that any existing documents will include the following:

1. The date of each such request;
2. The title(s) of each book(s) or other material that was requested to be pulled from your shelves or classrooms, as well as any reason stated by the requestor;
3. Any response (email, letters, texts, board proceedings, or notes from phone calls) from anyone in your district, your school board, or individual school, to each request;
4. The resolution of each request (i.e.: the book or material was removed completely; the book or material was partially restricted; the book or material remains on your shelves or in your classrooms; etc.).

Please also provide me with any documented threats that have been received by DuPage High School District 88, your school board, or any of your individual schools, librarians or teachers, via email, letters, texts, or voicemail recordings, that are related to books or other material kept in one of your libraries or classrooms.

I am requesting all such material from January 1, 2013 to the present.

FOIA request was sent to [Katy.Smyser@nbcuni.com](mailto:Katy.Smyser@nbcuni.com) on August 2, 2023.

#### B. Credit Card Summary

Mr. Ryan Domeracki, Chief Financial Officer, presented the district's credit card use report for June 2023, as outlined in Board Policy 4:55 Use of Credit and Procurement Cards.

#### School Recognitions

##### Addison Trail

- The 2023-24 school year has arrived and kicked off today with a powerful Institute Day Professional Development! The hallways were buzzing with excitement about this year and all the possibilities it will bring! We opened today with a building school improvement focus, followed by a larger district policies and procedural update. Thank you to all the staff who worked tirelessly this summer to make opening the 2023-24 school year a success!
- Friendly reminder to all students and parents that Wednesday is the first day of school for students! Freshmen will start at 7:45 a.m. in the student commons! All other grades should join us for 1st period beginning at 11:00 a.m. We have a great morning planned to welcome the class of 2027 to the Blazer Nation!
- On behalf of the entire Addison Trail staff and administration, we would like to thank members of the building and grounds staff for their tireless efforts to make sure Addison Trail looked beautiful for opening day!

- Here's to another great year! It's a great day to be a Blazer!

## ATHLETICS

- The fall IHSA season opened last week, with practices and competitions right around the corner! We encourage all students, parents and community members to check our athletic website for a list of times and dates of competitions! Reminder to all Addison Trail students that attendance at athletic events is free by showing your student ID!
- Addison Trail will host the seventh annual Blue and White Community Night starting at 6:30 p.m. on Aug. 18. The evening will feature a showcase of the school's athletic teams and extracurricular activities. Read more at <https://www.dupage88.net/site/page/15665>.

## Willowbrook

- Staff returned to Willowbrook High School today for our opening Institute Day as we prepare for the start of classes on Wednesday, August 16.
- Students will begin school on Wednesday, August 16. The day begins with Freshmen from 7:45 a.m. to 11:30 a.m. as they transition to high school. They will participate in team-building activities, take tours, meet their Warrior Time teachers and New Beginnings leaders, and learn about the Warrior Code. All students will begin their day with 1st period at 11:30 a.m. and follow an abbreviated schedule.

## ATHLETICS

- The Warriors were excited to welcome back the following Fall Sports teams to campus on Monday, August 7, 2023: Boys Cross Country, Girls Cross Country, Flag Football, Tackle Football, Boys Golf, Girls Golf, Boys Soccer, Girls Tennis, and Girls Volleyball. Our Girls Swim Program will officially begin on Wednesday, August 16. The schedules for all teams can be found at: <https://schools.snap.app/willowbrook>
- The Girls Golf team began their season with a dual match against Maine West at the Glenview Prairie Club on Thursday, August 10. The Warriors compete next against Oak Park River Forest on Wednesday and in the Rachel Gibson Invite on Saturday.
- The Boys Golf team opened their season with the St. Laurence Invite on Thursday, August 10, at the Meadows Golf Club. The Warriors competed against 12 other teams from the surrounding Chicagoland suburbs. The team competes this Thursday against Elmwood Park HS and against Downers Grove North on Saturday.
- The Girls Tennis team opens up the season at the Riverside Brookfield Invite on Saturday.
- HR Imaging will be facilitating Willowbrook Fall Sports Picture Day on Tuesday, August 15. This year, Willowbrook is piloting an ID scanner to help collect student-athlete and coach names for each team picture. Families can purchase photos with the paper registration form distributed by our coaching staff, or at this link: <https://shop.hrimaging.com/shop/AEvents19.aspx?oid=26039&org=Willowbrook+High+School>
- Willowbrook Athletics will host its annual Fall Sports Code of Conduct meeting on Tuesday, August 15, at 6:30 p.m. in the Auditorium. At this meeting, student-athletes and their parents/guardians will be reminded about Athletic Booster membership, Athletic Training policies/procedures, information/effects as it relates to steroid use and concussions, the new PE Waiver and a general overview of the Code of Conduct.
- On Friday, August 18, Willowbrook High School will host its annual Silver & Blue Community Night. The festivities will begin at 6:30 p.m. in the Stadium. We will start the evening off with the unveiling and grand opening ceremony for our brand-new, state-of-the-art concession stand and merchandise booth. We will then proceed to introduce our 12 Willowbrook fall sports teams and our youth programs in attendance. The evening will include demonstrations and scrimmages from our Cross Country, Boys Soccer, Girls Flag Football and Boys Tackle Football programs. We will conclude the evening with a fireworks display.

## IMPORTANT DATES

August 15     Fall Sports Picture Day & Code of Conduct Meeting  
August 16     First Day of School  
August 18     Silver & Blue Community Night

## Superintendent's Report

- Construction projects are wrapping up, including the renovation of the Transition Program facility, Willowbrook concession stand and parking installation at Addison Trail. Additionally, there have been new HVAC units added to the CTE departments at both buildings. Thank you to the Building and Grounds staff for your tremendous effort!
- The Willowbrook Flag Football Team is one of five teams nationwide that has been invited to participate in the Nike Football Kickoff Classic on August 23rd courtesy of the Chicago Bears. More information regarding the game schedule and coverage can be found [here](#).

## Action Necessitated by Closed Session

A. Appointment of Athletic Director at Willowbrook

The Board of Education approved the appointment of Mr. Edward Sullivan III as Athletic Director of Willowbrook High School.

## BOARD OF EDUCATION MEETING DATES

**All meetings are at 7:30 p.m. in the District 88 Boardroom (unless otherwise noted)**

**Monday, August 28, 2023:Board of Education Meeting**

**Monday, September 11, 2023:Board of Education Meeting**

**DuPage High School District 88- 2 Friendship Plaza, Addison, IL 60101**

## *District 88 Board Recap* *September 11, 2023*

### The Consent Agenda, which included the following items, was approved by the Board:

#### A. Financial Reports

- 1) List of Bills- August 2023
- 2) List of Bills – Vendor Payments from August 24 - September 7, 2023

#### B. Construction Project Pay Application #4 – CTE HVAC

#### C. Construction Project Pay Application #2 – Concession Stand

#### D. Construction Project Pay Application #2 – Transitions Renovation

#### E. Amended 2024-2025 School Calendar

- Move Open House to Wednesday, August 28, 2024.

#### F. Fundraiser(s) Exceeding \$1,000

1. Willowbrook Concert Choir will sell chocolate candy bars. The proceeds will be used to raise money for a possible choir tour for 2024.
2. The Willowbrook Parent Organization will have a bake sale. The proceeds will be used to support student scholarships and buses for prom.
3. The Willowbrook Parent Organization will have a craft fair. The proceeds will be used to support student scholarships and buses for prom.

#### G. Personnel

##### CERTIFIED STAFF UNPAID LEAVE OF ABSENCE REQUEST:

Elizabeth Hutchinson

Willowbrook Mathematics Teacher

Effective: October 10, 2023

##### CLASSIFIED STAFF APPOINTMENTS:

Luisa Aguirre

Addison Trail Attendance Secretary

Effective: September 05, 2023

Laurie Odle White

Willowbrook Study Hall/ Resource Center Teacher Assistant

Effective: September 05, 2023

Sarah Tarullo

Timothy Christian Part-time Teacher Assistant

Effective: September 05, 2023

Kevin Udrow

Willowbrook Student Supervisor

Effective: September 11, 2023

Darrell Bowie  
Addison Trail Student Supervisor  
Effective: September 18, 2023

Kathleen Perry  
Willowbrook Learning Services Teacher Assistant  
Effective: September 22, 2023

CLASSIFIED STAFF REHIRE:  
Robert Driggers  
Willowbrook Student Supervisor  
Effective: October 16, 2023

CLASSIFIED STAFF CHANGE IN STATUS:  
Veronica Chaidez  
From Addison Trail Attendance Secretary to Addison Trail Guidance Secretary  
Effective: September 05, 2023

Eric Gustafson  
From Addison Trail Full-time Student Supervisor to Addison Trail Part-time Student Supervisor  
Effective: September 06, 2023

Pablo Flores  
From Willowbrook 1st Shift Custodian to Willowbrook 2nd Shift Custodian  
Effective: September 08, 2023

Scott Kuras  
From Willowbrook 2nd Shift Custodian to Addison Trail 2nd Shift Custodian  
Effective: September 11, 2023

CLASSIFIED STAFF RESIGNATIONS:  
Tamara Czeszewski  
Addison Trail Writing Center Teacher Assistant  
Effective: August 14, 2023

Lauren Mueller  
Willowbrook Literacy Teacher Aide  
Effective: October 1, 2023

**Separate Action items, which include the following were approved by the Board:**

- A. Financial & Human Resources Management System Upgrade
- B. Approval of Resolution Authorizing Commencement of Social Media Litigation

**Discussion Items**

- A. Villa Park TIF 7 Plan Presentation

Mr. Marc McLaughlin, Director of Community Development for the Village of Villa Park, and Mr. Pete Iosue, Associate Principal from AICP, presented information regarding the St. Charles Road Commercial Corridor Redevelopment Project Area Plan and Program.

## School Recognitions

### Addison Trail

- This week, Addison Trail is hosting Hispanic Heritage Week in celebration of Hispanic Heritage Month, which takes place from Sept. 15 to Oct. 15. Each day has different events for students and staff to engage in. We invite the community to join us from 4 to 7 p.m. on Saturday for our Hispanic Heritage Week celebration, Kermes (Latino food festival)! We will have food, dancing, music and more!
  - Today we had free conchas before school, and the Mariachi Club played music in the student commons.
  - Tomorrow will be our movie night, where we are showing “Under the Same Moon (La misma luna).”
  - On Wednesday, we will welcome State Rep. Norma Hernandez to speak to our students about her story and journey.
  - Thursday night, we will host our varsity boys soccer game, where students, families and staff can enjoy food from a taco truck.
  - On Friday, staff and students will wear the Hispanic Heritage Week T-shirt, preparing for Kermes on Saturday!
- We are looking forward to Homecoming Week coming up next week! We have different spirit days planned, games and activities throughout the week and the big dance on Saturday!
- Our Spring 2023 Honor Roll Assembly will begin at 7:15 a.m. on Monday, Sept. 25, and families are invited to attend. These are the students who earned honor roll during the spring semester of the 2022-23 school year.
- We have tons of great events coming up, and we hope members of the community and board will be able to join us as we continue to celebrate our students and all the fun of the beginning of the school year.

### ATHLETICS

- We hosted the Dig Pink Volleyball game last week vs. Willowbrook. The event raised \$1,600 to benefit Elmhurst Hospital’s Breast Cancer Rehabilitation Surveillance program and the 7th Annual Go Pink Breast Cancer Awareness Scholarship in memory of Addison Trail special education teacher Elizabeth Clifford.
- We also hosted Willowbrook in our Crosstown Classic Football Game this past Friday. We hosted a dinner and introduced community leaders and dignitaries to the crowd to thank them for their support. Area first responders and veterans also were recognized to honor those who protect and serve.

### Willowbrook

We are excited for Homecoming Week 2023! The themes and activities for each day include:

- **Monday, September 18**  
Theme: Neon  
Lunch Activity: Mummy Wrap
- **Tuesday, September 19**  
Theme: Soccer Mom vs. BBQ Dad  
Lunch Activity: Pie Eating Contest
- **Wednesday, September 20**  
Theme: Stunt Double Day (Twin Day)  
Lunch Activity: Karaoke  
Evening: Dodgeball Tournament & Bonfire

- **Thursday, September 21**  
Theme: Barbie vs. Ken  
Lunch Activity: Human Ring Toss
- **Friday, September 22**  
Theme: Class Colors  
Freshman - White, Sophomore - Grey, Junior - Black, Senior- Blue  
Lunch Activity: Name That Song  
Homecoming Assembly - 1:45 p.m  
Homecoming Parade - 4:00 p.m
- **Saturday, September 23**  
Homecoming Dance - 7:00 p.m to 10:00 p.m

## ATHLETICS

- The Varsity Girls Golf team competed this past week in a close contest between Downers Grove North (154-213). The Warriors' next contest is today against Hinsdale Central.
- Congratulations to the Varsity Boys Golf Team for their 173-201 West Suburban Conference Gold victory over Morton this past Tuesday, September 5. The Sophomore Warriors finished in 2nd Place at the West Chicago Wildcat Invitational on Tuesday, September 5. Sophomore Bobby Biggs won the Invite with a score of 79!
- The Cheerleading team is working hard in preparation for their upcoming performance at the Homecoming Pep Rally and Football Game on Friday, September 22.
- The Dance team is working hard in preparation for their upcoming performance at the Homecoming Pep Rally and Football Game on Friday, September 22.
- Congratulations to the Varsity Boys Cross-Country team for their 14th Place finish at this past Saturday's Mike Kuharic Invite at Lyons Township. The top runner for the Warriors was Adriano Quintero, who finished in 50th place with a time of 17:41.08. The team competed in the First to the Finish Invite this past Saturday, September 9, at Detweiller Park in Peoria.
- Congratulations to the Varsity Girls Cross Country team for their 13th Place finish at this past Saturday's Mike Kuharic Invite at Lyons Township. The top runner for the Warriors was Amelie Ojeda, who finished in 14th place with a time of 19:52.43. The team competed in the First to the Finish Invite this past Saturday, September 9, at Detweiller Park in Peoria.
- Our Varsity Girls Flag Football regular season officially began at home this past Saturday, September 9, vs. Larkin. The Warriors won 56-0 and will compete this coming Saturday and then Friday, September 22, for Homecoming.
- Congratulations to the Varsity Boys Tackle Football team on their 42-0 comeback victory over Addison Trail in the District 88 Crosstown Classic. The Warriors take on Downers Grove South this coming Friday at DGS.
- The Warriors began the Body Armor Series this Saturday at Olympic Park in Schaumburg and will continue this week.
- The Warriors competed this weekend in the Hinsdale South Hornet Invitational.
- Congratulations to our Varsity Girls Tennis team for their 7-0 victory over Addison Trail this past Tuesday, September 5th. In addition, the Warriors defeated West Chicago 4-3 at home on Wednesday, September 6th. The Warriors regular season record improves to 6-0-1. The team is excited to be hosting their Annual District 88 Tennis Invite this upcoming Saturday, September 9th.
- Congratulations to the Varsity Girls Volleyball on winning the Leyden Eagle Invite on Saturday, September 9th. The team competes tomorrow at home against Morton and Thursday at Montini
- The Athletic Boosters will hold their second meeting of the 2023-24 school year on Wednesday, September 20th, 2023. The meeting will be facilitated in the Warrior Room and via Zoom at: <https://dupage88-net.zoom.us/j/84341042860> starting at 6:30 PM.

- Congratulations to Willowbrook Senior Volleyball Player, Calli Kenny, for being the recipient of this week's My Suburban Life Athlete of the Week award. Calli was nominated for her 20 kills, 12 coming in the third set, with eight assists and seven digs to lead Willowbrook to a three-set win over Lyons Township last Wednesday (8/30). Calli then helped lead the Warriors to the championship of the Willowbrook Invite on Saturday (9/2). The article can be viewed at this [link](#).
- The Willowbrook Cross Country team is excited to host their first middle school invite at the Lombard Commons on Thursday, September 14th. The Warriors are excited to host our feeder schools: Albright, Jackson, Jefferson, St. John Lutheran, St. Pius X, and Trinity Lutheran for this event.

**Superintendent's Report- Dr. Barbanente reported:**

- District 88 parents/guardians and students are invited to attend the virtual District Update Meeting at 6:30 p.m. on September 26, 2023 via Zoom. Details will be sent out to families later this week. For questions or more information, contact District 88 Director of Community Relations Dani Brink at [dbrink@dupage88.net](mailto:dbrink@dupage88.net).

**Action Necessitated by Closed Session**

There was no action necessitated by closed session.

**BOARD OF EDUCATION MEETING DATES**

**All meetings are at 7:30 p.m. in the District 88 Boardroom (unless otherwise noted)**

**Monday, September 25, 2023:Board of Education Meeting**

**Monday, October 16, 2023:Board of Education Meeting**

**DuPage High School District 88- 2 Friendship Plaza, Addison, IL 60101**