

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
RIDGEWOOD COMMUNITY HIGH SCHOOL DISTRICT 234
COOK COUNTY, ILLINOIS HELD ON MONDAY, JUNE 19, 2017**

The Regular Meeting of the Board of Education, Ridgewood Community High School District 234, was held at Ridgewood High School, 7500 West Montrose Avenue, Norridge, Illinois on Monday, June 19, 2017. President Draniczarek was absent. President Pro Tempore Mike Straughn called the meeting to order at 7:01 PM.

Those present recited the Pledge of Allegiance to the Flag.

QUORUM DECLARED PRESENT

Board Secretary Malicki declared a quorum of the Board of Education of District 234 was present at 7:02 PM.

Present: Members Mike Straughn, Lisa Malicki, Frank DiPiero, Laura McGready and Chris O'Leary

Absent: Paul Draniczarek and Tony Caringella

Also present were Superintendent Jennifer Kelsall; Assistant Superintendent Tom Parrillo; Principal Chris Uhle; Mary Bruscato, Recording Secretary; and those on the attached list.

AGENDA REQUESTS

Motion was made by Member McGready and seconded by Member O'Leary, to approve the Consent Agenda and the Regular Agenda for the June 19, 2017, meeting of the Ridgewood High School District 234 Board of Education as amended.

- Appendix IV-A was revised.

On voice vote, President Pro Tempore Straughn declared the motion carried.

II. USUAL RECURRING AGENDA ITEMS

A. Approved Minutes of:

- (1) Regular Meeting on May 15, 2017 **APPENDIX II-A-1**
- (2) Executive Session on May 15, 2017 **APPENDIX II-A-2**
- (3) Building & Grounds Subcommittee Meeting on May 16, 2017 **APPENDIX II-A-3**
- (4) Education Committee of the Whole Meeting on May 25, 2017 **APPENDIX II-A-4**
- (5) Co-curricular Subcommittee Meeting on May 31, 2017 **APPENDIX II-A-5**
- (6) Finance-Audit Subcommittee Meeting on June 5, 2017 **APPENDIX II-A-6**

B. Approved Current Bills, Payrolls & Financial Documents

- (1) Approved Accounts Payable of June 19, 2017 **APPENDIX II-B-1**
- (2) Approved Revolving (Imprest) Fund Expenditures and Reimbursements. **APPENDIX II-B-2**
- (3) Ratified Payrolls of May 15 & 31, 2017 **APPENDIX II-B-3**

- (4) Authorized Signing of Payroll Vouchers for July 14 & 31 and August 15 & 31, 2017
- (5) Authorized Signing of Accounts Payable Voucher for July 17, 2017

III. MATTERS RELATING TO EDUCATIONAL PROGRAMS, INSTRUCTION, STUDENT SERVICES/ACTIVITIES

A. Principal's Report

- 1. Dean's Report
- 2. RAP Report

ENCLOSURE III-A-1
ENCLOSURE III-A-2

IV. MATTERS RELATING TO DISTRICT EMPLOYEES

A. Approved Personnel Report

The Board approved the following revised Personnel Report:

Support Staff

Name	Position	Effective	Salary *
Coyle, Tara	Teaching Aide	8/18/17	Class 3, Step 2 = \$22.51 per hour
Haracz, Sean	Teaching Aide – LIFE Program	8/18/17	Class 3, Step 1 = \$22.02 per hour
Healy, John	Teaching Aide	8/18/17	Class 3, Step 1 = \$22.02 per hour
Mortell, Randy	Teaching Aide	8/18/17	Class 3, Step 1 = \$22.02 per hour

Co-Curricular Staff Appointments

Name	Position	Salary *
Cappaert, Derek	Science & Engineering Advisor	Lane 7, Step 1 = \$2,143.29
Dinella, Vincent	Boys Football Coach - Assistant	Lane 2, Step 10 = \$7,122.89
Patrick, Ryan	Boys Football Coach - Assistant	Lane 2, Step 10 = \$7,122.89
Sneath, Stephanie	Freshman Class Advisor	Lane 8, Step 1 = \$1,721.86

Horizontal Movement for 2017-18 School Year

Name	Position	Salary *
Brucci, Danielle	Special Education	Lane change to Masters, Step 5
McCabe, Jared	Special Education	Lane change to Masters, Step 12

Stipend

Name	Position	Salary *
Morelli, Haley	Social Worker Intern	\$5000 stipend, 2017-18 school year, 3 days per week

Resignation

Name	Position	Effective Date
Makowski, Amanda	Teacher Aide	6/14/17
Pszczola, Katarzyna	Girls Soccer Coach - Assistant	5/15/17
Reid, Candace	School Nurse	6/5/17

B. Authorized Letters of Re-employment for Substitute Teachers

The Board authorized letters to the following substitute teachers as notification for re-employment under the same terms and conditions for the upcoming school year.

Bagovska, Kina	Jedd, Robert	Niewiadomski, Joanna
Bellisario, Gina	Kosowski, Victoria	O'Connor, Lawrence
Blumenfeld, Ronald	Mary, Benjiman	Pontikes, Peter
Chueng, Christopher	McCann, John	Richter, Robert
Cotiguala, James	McLaurin, Deandre	Ruffolo, Sarina
Fernandez, Diana	Moore, Terry	Wold, Eric
Glamoclija, Natasa	Murphy, Meagan	
Irzyk-Adamska, Ewa	Muscarello, Anthony	

C. Approved Co-curricular Staff for 2017-18 School Year

The Board approved the list of co-curricular staff for the 2017-18 school year as presented, per Appendix IV-C.

D. Approved Revised 2017-18 Contract for Dean of Students

Motion was made by Member McGready, with second motion by Member O'Leary, that the Board of Education of Ridgewood Community High School District 234 hereby approved the revised contract for the Dean of Students for the 2017-18 school year as presented in Appendix IV-D.

On roll call, the following vote was taken:

AYES: Members Straughn, Malicki, DiPiero, McGready and O'Leary
 NAYS: None
 ABSENT: Draniczarek and Caringella

President Pro Tempore Straughn declared the motion carried.

V. MATTERS RELATING TO BUSINESS, FINANCE, OPERATIONS AND FACILITIES

A. Accepted Analysis of the Financial Condition of the District

The Board accepted the analysis of the financial condition of the district, per Appendix V-A.

B. Accepted Monthly Investment Analysis

The Board accepted the monthly investment analysis of the district, per Appendix V-B.

C. Approved Annual Prevailing Wage Resolution

The Board approved the annual prevailing wage resolution for construction projects. The resolution will be filed with the Illinois Department of Labor and

the Illinois Attorney General. A notice will also be published in a local newspaper. The resolution is provided as Appendix V-C.

D. Approved Annual List of Vendors

The Board approved the list of vendors utilized by the District per the auditors' requirement. The list is provided as Appendix V-D.

E. Approved Fund Balance Resolution

The Board approved the fund balance resolution required by The Governmental Accounting Standards Board Standard 54 which classifies fund balances, noting the order in which accumulated funds will be expended. The Resolution is provided in Appendix V-E.

F. Approved Interest Transfer Resolution

The Board approved the resolution transferring interest earned from the Debt Services Fund to the Capital Projects fund. The resolution is provided as Appendix V-F.

G. Approved Bid for Door Lock Hardware

The Board approved the lowest and most responsible bid from IDN-Hoffman in the amount of \$37,527.39 for completing Phase II of the door lock automation project, per Appendix V-G.

H. Approved Bid for Garbage Disposal Services

The Board approved the lowest and most responsible bid from Groot Industries in the amount of \$18,514.64 for providing waste removal services for the period 2017 through 2020, per Appendix V-H.

I. Approved Tentative Budget for FY2018

The Board approved the tentative Budget for FY2018 which will be available for review by the public for thirty days prior to the Budget Hearing and adoption by the Board of Education at the August 21, 2017 meeting. The Tentative Budget is provided as Appendix V-I.

J. Approved Request to Utilize U.S. Communities Contract with Amazon Business for Supplies

The Board approved the request to utilize the U.S. Communities contract with Amazon Business for supplies for the district, per Appendix V-J.

K. Approved E2 Managed Services Agreement

The Board approved the agreement for E2 Services to continue as Ridgewood's Managed Service Provider for the 2017-18 school year. The monthly service cost is \$6,126.79 with a starting date of July 1, 2017. The agreement is provided, per Appendix V-K.

- L. Approved E2 E-Rate Eligible and Ineligible Networking Equipment and Services Agreement**
The Board approved the agreement with E2 Services for E-Rate eligible and ineligible networking equipment and services in the amount of \$154, 735.96, per Appendix V-L.
- M. Approved Agreement with Consolidated Consulting Engineers for Collaboration Space Renovation**
The Board approved the AIA-B101-2007 agreement with Consolidated Consulting Engineers for architecture and engineering fees in the amount of \$75,000 for design of the collaboration space renovation, per Appendix V-M.
- N. Approved Resolution Naming Treasurer**
The Board approved the resolution naming Thomas M. Parrillo as the treasurer for the district, per Appendix V-N.
- O. Approved Finance-Audit Subcommittee Meeting on Wednesday, August 9, 2017**
The Board approved the agenda and date for the Finance-Audit Subcommittee Meeting on Wednesday, August 9, 2017, per Appendix V-O.

VI. MATTERS RELATING TO THE BOARD OF EDUCATION, ADMINISTRATION, AND GOVERNANCE OF DISTRICT 234

A. Received Correspondence, Announcements, Articles, Reports and Proposed Agendas for Board Meetings

For your information:

1. Superintendent's Report
 - Confirm Subcommittee Meeting Dates
 - Policy meeting date in July
 - Update on approval for exempt position
 - Norwood Park Township assist with funding for students to obtain NIM certification at TMA
 - Board retreat on July 17 to include Board goals and superintendent evaluation process
2. Proposed Agenda for the Budget Hearing/Adoption Meeting on August 21, 2017 **ENCLOSURE VI-A-2**
3. Proposed Agenda for the Regular Board of Education Meeting on August 21, 2017 **ENCLOSURE VI-A-3**

B. Approved Second Reading and Adoption of Revisions to Board Policies 2:100; 4:15; 4:180; 5:120; 5:230; 6:70 and 7:100

The Board approved the second reading and adoption of the revisions to the following policies, per Appendix VI-B.

1. Policy 2:100, School Board – Board Member Conflict of Interest.

The policy is updated in response to federal regulations requiring written standards of conduct covering conflicts of interest and governing the actions of those engaged in the selection, award, and administration of contracts in compliance with 2 C.F.R. §200.318.

2. Policy 4:15, Identity Protection.

The policy is updated in response to the Personal Information Act, 815 ILCS 530, amended by P.A. 99-503. Policy text on compliance measures required under the law was updated specific to new notification requirements if breaches of security were to occur.

3. Policy 4:180, Pandemic Preparedness.

Minor corrections were made to the policy for continuous improvement.

4. Policy 5:120, Employee Ethics; ~~and Conduct;~~ and Conflict of Interest.

RENAMED. The policy is updated in response to the federal regulations requiring written standards of conduct covering conflicts of interest and governing the actions of school district employees engaged in the selection, award, and administration of contracts in compliance with 2 C.F.R. §200.318. New subheads **Professional and Appropriate Conduct, Statement of Economic Interests,** and **Outside Employment** are added to assist the reader with clarity. **The Prohibited Interest; Limitation of Authority; and Outside Employment** subhead is renamed **Prohibited Interests; Conflict of interest; and Limitation of Authority.**

5. Policy 5:230, Maintaining Student Discipline.

The policy is updated in paragraph 1 to clarify that all teachers, certificated employees, and related service providers should follow “School Board policies and administrative procedures on student conduct, behavior, and discipline.” Paragraph 2 is updated to indicate that a “teacher should first discuss student behavior with the student if appropriate.”

6. Policy 6:70, Teaching About Religions.

The policy is updated to clarify that “neither preferential nor derogatory treatment shall be given to any single religion, religious belief, or to religion in general.

7. Policy 7:100, Health, Eye, and Dental Examinations; Immunizations, and Exclusion of Students.

The policy is updated in response to P.A. 99-927, eff. 6-1-17, amending 105 ILCS 5/27-8.1 to require health examinations contain an age-appropriate developmental screening and age-appropriate social and emotional screening.

C. Approved Intergovernmental Agreement with West 40 for the Regional Safe Schools Program

The Board approved the intergovernmental agreement with West 40 for the Regional Safe Schools Program for the purpose of transferring students should there be a need, per Appendix VI-C.

D. Approved Intergovernmental Agreement with District 86 for Sharing Speech Pathologist

The Board approved an intergovernmental agreement with District 86 to share the services and costs of a speech therapist as presented in Appendix VI-D.

VII. RECEIVED CALENDAR FOR JUNE 20 THROUGH AUGUST 21, 2017

Thursday, August 10	New Teacher Orientation
Monday, August 14	Institute Day for Teachers
Tuesday, August 15 & Wednesday, August 16	Teacher Work Days
Thursday, August 17	Freshman Orientation
Friday, August 18	First Day of School
Monday, August 21	Regular Board Meeting, 7 PM, Community Room

VIII. TAKE FORMAL ACTION ON AGENDA ITEMS

CONSENT AGENDA FOR BOARD MEETING OF JUNE 21, 2017

Motion by Member O’Leary, second motion by Member Malicki, to approve the Consent Agenda as amended.

<u>Item</u>	<u>Page</u>	<u>Reference</u>	<u>Action</u>
II-A-1	3	Appendix II-A-1	Approved minutes of Regular Board meeting of May 15, 2017;
II-A-2	3	Appendix II-A-2	Approved minutes for Executive Session of May 15, 2017;
II-A-3	3	Appendix II-A-3	Approved minutes of Building & Grounds Subcommittee Meeting of May 16, 2017;
II-A-4	3	Appendix II-A-4	Approved minutes of Education Committee of the Whole Meeting of May 25, 2017
II-A-5	3	Appendix II-A-5	Approved minutes of the Co-curricular Subcommittee Meeting of May 31, 2017;
II-A-6	3	Appendix II-A-6	Approved minutes of Finance-Audit Subcommittee Meeting of June 5, 2017;

II-B-1	3	Appendix II-B-1	Approved Accounts Payable of June 19, 2017;
II-B-2	3	Appendix II-B-2	Approved Revolving (Imprest) Fund Expenditures and Reimbursements;
II-B-3	3	Appendix II-B-3	Ratified Payrolls of May 15 & 31, 2017;
II-B-4	3	Narration for II-B-4	Authorized signing of Payroll Vouchers for July 14 & 31 and August 15 & 31, 2017;
II-B-5	3	Narration for II-B-5	Authorized signing of the Accounts Payable voucher for July 17, 2017;
IV-A	5	Appendix IV-A	Approved the Personnel Report as amended;
IV-B	5	Narration for IV-B	Authorized letters of re-employment to substitute teachers as presented;
IV-C	5	Appendix IV-C	Approved the list of co-curricular staff for the 2017-18 school year;
V-A	6	Appendix V-A	Accepted Analysis of the Financial Condition of the District;
V-B	6	Appendix V-B	Accepted Monthly Investment Analysis;
V-C	6	Appendix V-C	Approved the annual Prevailing Wage Resolution;
V-D	6	Appendix V-D	Approved the annual list of vendors as required by the auditors;
V-E	6	Appendix V-E	Approved the fund balance resolution required by GASB 54;
V-F	6	Appendix V-F	Approved the interest transfer resolution from the Debt Fund to the Capital Projects Fund;
V-G	6	Appendix V-G	Approved the bid from IDN-Hoffman in the amount of \$37,527.39 for the door lock hardware project;
V-H	6	Appendix V-H	Approved the bid from Groot Industries in the amount of \$18,514.64 for providing waste removal services for the period of 2017-2020;
V-I	7	Appendix V-I	Approved the tentative budget for FY2018;

V-J	7	Appendix V-J	Approved the request to utilize the U.S. Communities contract with Amazon Business for supplies for the district;
V-K	7	Appendix V-K	Approved the agreement with E2 Services to continue as the managed service provider for the 2017-18 school year in the amount of \$6,126.79 monthly;
V-L	7	Appendix V-L	Approve the agreement for E2 Services in regards to E-Rate eligible and ineligible networking equipment and services in the amount of \$154,735.96;
V-M	7	Appendix V-M	Approved the AIA-B101-2007 agreement with Consolidated Consulting Engineers for architecture and engineering fees in the amount of \$75,000 for design of the collaboration space renovation;
V-N	7	Appendix V-N	Approved resolution naming Thomas J. Parrillo as treasurer;
V-O	7	Appendix V-O	Approved the agenda and date for the Finance-Audit Subcommittee Meeting on Wednesday, August 9, 2017;
VI-B	8	Appendix VI-B	Approved the second reading and adoption of the revisions to Board policies 2:100, 4:15, 4:180, 5:120, 5:230, 6:70 and 7:100;
VI-C	9	Appendix VI-C	Approved the intergovernmental agreement with West 40 for the Regional Safe Schools Program;
VI-D	9	Appendix VI-D	Approved the Intergovernmental Agreement with District 86 for sharing a speech pathologist.

On roll call, the following vote was taken:

AYES: Members Malicki, DiPiero, McGready, O’Leary and Straughn

NAYS: None

ABSENT: Draniczarek and Caringella

President Pro Tempore Straughn declared the motion carried.

IX. RECOGNIZED VISITORS AND INVITED COMMENTS FROM PUBLIC

None

X. CONDUCTED BOARD FORUM

- The sports banquet was a great event.
- New Board members completed mandated training.
- There is good feedback from Union Ridge about Project Based Learning.
- The graduation ceremony was a great event especially with the veterans' participation.
- Can flags be identified at the graduation next year?
- There will be a joint back-to-school event with districts 80 and 86.
- Mr. Parrillo provided an update on enrollment verification.
- The demand and peak response for electricity has saved the district money.
- Update on student who was injured at baseball camp.
- There will be a presentation on Comp Based Learning at the State Conference. Last year R-gen was presented.

XI. CONVENE TO EXECUTIVE SESSION

The Board did not convene to Executive Session.

XII. ADJOURNED

Motion by Member O'Leary, second motion by Member Malicki, to adjourn the meeting at 8:38 p.m.

On voice vote, the President Pro Tempore declared the meeting adjourned.

Respectfully submitted,

Mary Bruscato, Recording Secretary

APPROVED:

Mike Straughn, President Pro Tempore

Lisa Malicki, Secretary