

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
RIDGWOOD COMMUNITY HIGH SCHOOL DISTRICT 234  
COOK COUNTY, ILLINOIS HELD ON MONDAY, JUNE 18, 2018**

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 18, 2018. President Draniczarek called the meeting to order at 7:00 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 7:01 PM.

Present: Members Paul Draniczarek, Mike Straughn, Lisa Malicki, Tony Caringella, Frank DiPiero, Laura McGready and Chris O'Leary.  
Absent: None

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 Malicki, to approve the Consent Agenda and the Regular Agenda for the June 18, 2018, meeting of the Ridgewood High School District 234 Board of Education as presented.

On voice vote, President Draniczarek declared the motion carried.

F. Awarded Mentoring Scholarships.

**II. USUAL RECURRING AGENDA ITEMS**

**A. Approved Minutes of:**

- (1) Regular Meeting on May 21, 2018 **APPENDIX II-A-1**
- (2) Executive Session on May 21, 2018 **APPENDIX II-A-2**
- (3) Education Committee of the Whole Meeting on May 24, 2018 **APPENDIX II-A-3**
- (4) Finance-Audit Subcommittee Meeting on June 4, 2018 **APPENDIX II-A-4**
- (5) Co-curricular Subcommittee Meeting on May 30, 2018 **APPENDIX II-A-5**

**B. Approved Current Bills, Payrolls & Financial Documents**

- (1) Approved Accounts Payable of June 18, 2018 **APPENDIX II-B-1**
- (2) Approved Revolving (Imprest) Fund Expenditures and Reimbursements. **APPENDIX II-B-2**

- (3) Ratified Payrolls of May 15 & 31, 2018 **APPENDIX II-B-3**
- (4) Authorized Signing of Payroll Vouchers for July 13 & 30 and August 15 & 31, 2018
- (5) Authorized Signing of Accounts Payable Voucher for July 16, 2018

**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**

**B. Approved License Agreement with Uncharted Learning for INCubatoredu Educational Program**

The Board approved a license agreement with Uncharted Learning for the INCubatoredu Educational Program. The agreement is provided as Appendix III-B.

**C. Approved College Field Trip Request**

The Board approved an out-of-state field trip for students to visit both Carthage College and the University of Wisconsin during the month of September or October 2018, as presented in Appendix III-C.

**D. Approved Student Handbook for 2018-19**

The Board approved the revisions to the 2018-19 Student Handbook, per Appendix III-D.

**IV. MATTERS RELATING TO DISTRICT EMPLOYEES**

**A. Approved Personnel Report**

The Board approved the Personnel Report as follows, per Appendix IV-A.

**Certified Staff**

<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Salary *</b>
Klatka, Thomas	Science Teacher	8/13/18	Bachelor’s, Step 4 = \$55,744

**Co-Curricular Staff Appointments**

<b>Name</b>	<b>Position</b>	<b>Salary *</b>
Ciccolini, Luca	FBLA Advisor	Lane 2, Step 6 = \$6,218.66
Dihu, Jamil	Football Coach – Assistant	Lane 2, Step 10 = \$7,265.35
Gallagly, Patrick	Boys Basketball Coach – Assistant	Lane 3, Step 8 = \$5,876.14
Hansen, Monica	Spanish NHS Advisor	Lane 9, Step 10 - \$2,450.90
Kociu, Arlind	Boys Soccer Coach – Assistant	Lane 3, Step 5 = \$5,212.92

Lehotsky, Bill	Class of 2022 Advisor	Lane 8, Step 5 = \$2,190.25
Portanova, Giovanna	Scholastic Bowl Advisor – Assistant	Lane 6, Step 1 = \$2,512.30
Randazzo, Krystal	Competitive Dance/Poms Head Coach	Lane 3, Step 4 = \$4,990.49
Rzewnicki, Danielle	Boys Volleyball – Head Coach	Lane 2, Step 1 = \$4,914.07
Wilkinson, Jessica	Girls Volleyball Coach – Assistant	Lane 2, Step 3 = \$5,435.37

**Resignation**

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Briguglio, Daniela	Competitive Dance/Poms - Head Coach	5/25/18
DiCristofano, Anthony	Track & Field Coach - Assistant	5/25/18
Fanelli, Vince	Boys Baseball – Head Coach	6/11/18
Golden, Emily	Network Administrator	7/9/18
Harrigian, Brian	Part Time Night Custodian	6/5/18
Mortell, Randy	Track & Field Coach – Assistant	5/28/18
Rosenberg, Dan	Girls Soccer Coach - Assistant	5/31/18

**Retirement**

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Bruscato, Mary	Executive Assistant to Superintendent	9/28/18

**B. Approved Co-curricular Staff for 2018-19 School Year**

The Board approved the list of co-curricular staff for the 2018-19 school year as presented, per Appendix IV-B.

**C. Authorized Letters of Re-employment for Substitute Teachers**

Letters to substitute teachers were sent as notification for re-employment under the same terms and conditions for the upcoming school year. This serves the purpose of thanking them, requesting their services for another year, and preventing unemployment compensation during the months when their service is not needed. Letters were mailed to the following:

Bagovska, Kina	Giannini, Alyssa	Muscarello, Anthony
Blumenfeld, Ronald	Glamoclija, Natasa	Niewiadowski, Joanna
Budnik, Jaclyn	Holmen, Mark	O'Connor, Lawrence
Carbonaro, Peter	Irzyk-Adamska, Ewa	Ronstadt, Heather
Cotiguala, James	Mary, Benjiman	Vellucci, Jacob
Elkin, Derick	Moore, Terry	Wold, Eric
Fernandez, Diana	Murphy, Meagan	Zeineddine, Nada

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

- A. Accepted Analysis of the Financial Condition of the District**  
 The Board accepted the monthly report on the financial condition of the District, per Appendix V-A.
- B. Accepted Monthly Investment Analysis**  
 The Board accepted the monthly investment analysis, per Appendix V-B.
- C. Approved Annual Prevailing Wage Resolution**  
 The Board approved the resolution for prevailing wage per Appendix V-C.
- D. Approved Annual List of Vendors**  
 The Board approved the annual list of vendors per Appendix V-D.
- E. Approved Fund Balance Resolution**  
 The Board approved Fund Balance Resolution per Appendix V-E.
- F. Approved Tentative Budget for FY2019**  
 The Board approved the tentative budget for FY 2019 per Appendix V-F.
- G. Approved Interest Transfer Resolution**  
 The Board approved the resolution transferring interested earned from the Debt Services Fund to the Capital Projects fund. The resolution is provided as Appendix V-G.
- H. Approved E2 Managed Services Agreement**  
 The Board approved the agreement for E2 Services to continue as Ridgewood’s Managed Service Provider for the 2018-19 school year. The agreement is provided as Appendix V-H.
- I. Approved Use of Facilities Contract with Jan Kochanowski Polish School**  
 The Board approved the Use of Facilities Contract with the Jan Kochanowski Polish School on Saturdays starting the last Saturday in August through the last week of May with costs provided in Appendix V-J.

- J. **Approved Finance-Audit Subcommittee Meeting on Wednesday, August 8, 2018**  
The Board approved the date and agenda for the Finance-Audit Subcommittee Meeting on Wednesday, August 8, 2018.
- K. **Discussed Building Security**  
Mr. Parrillo provided a list of locations of cameras and alarms in the high school building. The next priority is to add cameras at entrances not covered.

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
2. Proposed Agenda for the Budget Hearing/Adoption Meeting on August 20, 2018 **ENCLOSURE VI-A-2**
3. Proposed Agenda for the Regular Board of Education Meeting on August 20, 2018 **ENCLOSURE VI-A-3**

B. **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-B.

C. **Approved Intergovernmental Agreement with District 86 for Sharing Speech Therapist**

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

VII. **RECEIVED CALENDAR THROUGH AUGUST 20, 2018**

<b>Wednesday, August 8</b>	<b>Finance Audit</b>
<b>Thursday, August 9</b>	<b>New Teacher Orientation</b>
<b>Monday, August 13</b>	<b>Institute Day for Teachers</b>
<b>Tuesday, August 14 &amp;</b>	<b>Teacher Work Days</b>
<b>Wednesday, August 15</b>	
<b>Thursday, August 16</b>	<b>Freshman Orientation</b>
<b>Friday, August 17</b>	<b>First Day of School</b>
<b>Monday, August 20</b>	<b>Regular Board Meeting, 7 PM, Community Room</b>

**VIII. TAKE FORMAL ACTION ON AGENDA ITEMS**

**CONSENT AGENDA FOR BOARD MEETING OF JUNE 18, 2018**

Motion by Member Straughn, second motion by Member Caringella, to approve the Consent Agenda as presented.

<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 21, 2018;
II-A-2	3	Appendix II-A-2	Approved minutes for Executive Session of May 21, 2018;
II-A-3	3	Appendix II-A-3	Approved minutes of Education Committee of the Whole Meeting of May 24, 2018;
II-A-4	3	Appendix II-A-4	Approved minutes of Finance-Audit Subcommittee Meeting of June 4 2018;
II-A-5	3	Appendix II-A-5	Approved minutes of the Co-curricular Subcommittee Meeting of May 30, 2018;
II-B-1	3	Appendix II-B-1	Approved Accounts Payable of June 18, 2018;
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, 2018;
II-B-4	3	Narration for II-B-4	Authorized signing of Payroll Vouchers for July 13 & 30 and August 15 & 31, 2018;
II-B-5	3	Narration for II-B-5	Authorized signing of the Accounts Payable voucher for July 16, 2018;
III-B	4	Appendix III-B	Approved the license agreement with Uncharted Learning for the INCubatororg Educational Program;
III-C	4	Appendix III-C	Approved field trip for students to Carthage College and the University of Wisconsin in September or October 2018;
III-D	4	Appendix III-D	Approved revisions to 2018-19 Student Handbook as presented;

IV-A	5	Appendix IV-A	Approved the Personnel Report;
IV-B	5	Appendix IV-B	Approved the list of co-curricular staff for the 2018-19 school year;
IV-C	5	Narration for IV-C	Authorized letters of re-employment to substitute teachers as presented;
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 tentative budget for FY2019;
V-G	6	Appendix V-G	Approved the transfer of interest from the Debt Fund to the Capital Project Fund;
V-H	6	Appendix V-H	Approved the agreement with E2 Services to continue as the managed service provider for the 2018-19 school year in the amount of \$6,432.08 monthly;
V-I	7	Appendix V-I	Approved the Use of Facilities Contract with the Jan Kochanowski Polish School;
V-K	7	Narration for V-K	Approved the date for the Finance-Audit Subcommittee Meeting on Wednesday, August 8, 2018;
VI-B	8	Appendix VI-B	Approved the intergovernmental agreement with West 40 for the Regional Safe Schools Program;
VI-C	8	Appendix VI-C	Approved the Intergovernmental Agreement with District 86 for sharing a speech therapist.

On roll call, the following vote was taken:

AYES: Members Draniczarek, Straughn, Malicki, Caringella, DiPiero, McGready and O'Leary.

NAYS: None

ABSENT: None

President Draniczarek declared the motion carried.

**IX. RECOGNIZED VISITORS AND INVITE COMMENTS FROM PUBLIC**

None

**X. CONDUCTED BOARD FORUM**

- The graduation ceremony was a nice event and the flags were identified in the program.
- Union Ridge students visited the volleyball camp.
- Tom Lorscheider's story at his retirement party from Parent's Club indicated that our school prepared him for life. Chris Uhle said this was a testament to the Board.
- Alyssa Malicki received the Athlete of the Year Award from David Ross.
- Summer camps are under way getting athletes ready for the coming year.

**XI. CONVENED TO EXECUTIVE SESSION**

Purpose: Personnel - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

Motion by Member Caringella, second motion by Member Malicki, to convene to the Executive Session at 8:10 p.m.

On voice vote, the President declared the motion carried.

**ADJOURNED EXECUTIVE SESSION AND RECONVENED TO OPEN SESSION**

Motion by Member McGready, second motion by Member Malicki to adjourn the Executive Session and reconvene to Open Session at 9:03 p.m.

On voice vote, the President declared the motion carried.

**XII. ADJOURNED**

Motion by Member O'Leary, second motion by Member Straughn, to adjourn the meeting at 9:12 p.m.

On voice vote, the President declared the meeting adjourned.



Respectfully submitted,

Mary Bruscato, Recording Secretary

APPROVED:

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Paul Dranicarek, President

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Lisa Malicki, Secretary