

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
RIDGEWOOD COMMUNITY HIGH SCHOOL DISTRICT 234  
COOK COUNTY, ILLINOIS HELD ON MONDAY, AUGUST 21, 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, August 21, 2017. President Draniczarek called the meeting to order at 7:05 PM.

The Pledge of Allegiance to the Flag was recited at the Budget Hearing/Adoption Meeting.

**QUORUM DECLARED PRESENT**

Board Secretary Malicki declared a quorum of the Board of Education of District 234 was present at 7:05 PM.

Present: Members Paul Draniczarek, Mike Straughn, Lisa Malicki, Tony Caringella,  
Frank DiPiero, and Chris O'Leary  
Absent: Laura McGready

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 Straughn and seconded by Member O'Leary, to approve the Consent Agenda and the Regular Agenda for the August 21, 2017, meeting of the Ridgewood High School District 234 Board of Education as presented.

On voice vote, President Draniczarek declared the motion carried.

F. Introduction of New Staff  
Student Council members presented details for Homecoming.

The Board personally greeted the new staff at 7:15 PM.  
The meeting continued at 7:25 PM.

**II. USUAL RECURRING AGENDA ITEMS**

**A. Approved Minutes of:**

- (1) Regular Meeting on June 19, 2017 **APPENDIX II-A-1**
- (2) Board Retreat on July 17, 2017 **APPENDIX II-A-2**
- (3) Finance-Audit Subcommittee Meeting on August 9, 2017 **APPENDIX II-A-3**
- (4) Board Policy Subcommittee Meeting on August 15, 2017 **APPENDIX II-A-4**

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

- (1) Ratified Accounts Payable for July 17, 2017 and approved Accounts Payable of August 21, 2017 **APPENDIX II-B-1**
- (2) Approved Revolving (Imprest) Fund Expenditures and Reimbursements. **APPENDIX II-B-2**

- (3) Ratified Payrolls of June 15 & 30 and July 14 & 31, 2017 **APPENDIX II-B-3**
- (4) Authorized Signing of Payroll Vouchers for September 15 & 29, 2017

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

**A. Principal’s Report**

- 1. Summer School Update **ENCLOSURE III-A-1**
- 2. Review AP Scores **ENCLOSURE III-A-2**

**B. Approved Title I Plan**

The Board approved the Title I plan. Mr. Uhle explained the plan to be submitted will now allow the funds for Title I to be used “school-wide”.

**C. Approved Activity Handbook for 2017-18 School Year**

The Board approved the Activity Handbook for the 2017-18 school year, per Appendix III-C. Changes included the addition of a fundraising clause, a constitution requirement for each club and community service. In the future, the Board would like changes in the document to be tracked similar to policy manual revisions.

**IV. MATTERS RELATING TO DISTRICT EMPLOYEES**

**A. Approved Personnel Report**

The Board approved the following Personnel Report:

**Support Staff**

Name	Position	Effective	Salary *
Maione, Gina	Teacher’s Aide	8/18/17	Class 3, Step 1 = \$22.02 per hour
Meyers, Henry	Support Staff Sub	8/18/17	Class 3, Step 1 = \$22.02 per hour
Olsen, Mary	Teacher’s Aide – LIFE Program	8/18/17	Class 3, Step 10 - \$27.10 per hour
Reid, Candace	School Nurse	8/14/17	Bachelor’s, Step 6 = \$58,755
Shelton, Dallas	Teachers’ Aide – LIFE Program	8/18/17	Class 3, Step 6 = \$24.45 per hour
Vasiloudia, Foteini	Teacher’s Aide	8/18/17	Class 3, Step 2 = \$22.51 per hour

**Certified Staff**

Name	Position	Effective	Salary *
Anderson, Kathryn	PE Teacher	8/14/17	Bachelor’s, Step 4 = \$54,120
Mortell, Randall	Math Teacher	8/14/17	Bachelor’s, Step 1 = \$47,309
Wilkinson, Jessica	Special Ed Teacher - LIFE Program	8/14/17	Master’s, Step 9 = \$72,385

**New Hires for Co-Curricular Staff Appointments**

<b>Name</b>	<b>Position</b>	<b>Salary *</b>
Colapietro, Dan	Boys Soccer Coach - Assistant	Lane 3, Step 4 = \$4,892.64
Haracz, Sean	Choices Advisor	Lane 9, Step 1 = \$1,662.99

**Resignation**

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
Furukawa, Kenzo	Math Teacher and Assistant Boys Soccer Coach	6/29/17
Healy, Jack	Teacher's Aide	7/26/17
Kaminski, Ann	PE Teacher	8/9/17
Mortell, Randall	Teacher's Aide	8/14/17
Paton, Heather	Track & Field Coach, Assistant	7/1/17
Penzenik, Jennifer	Special Ed Teacher – LIFE Program	7/5/17
Proano, Estefania	Teacher's Aide – LIFE Program	7/12/17

**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. Accepted Annual Financial Report from Ridgewood Foundation**

The Board accepted the FY17 Financial Report from the Ridgewood Foundation as presented, per Appendix V-C.

**D. Approved Building and Grounds Subcommittee Meeting on Wednesday, September 6, 2017**

The Board approve a Building and Grounds Subcommittee Meeting and agenda for September 13, 2017 in lieu of September 6, 2017, per Appendix V-D.

**E. Retroactively Approved Finance-Audit Subcommittee Meeting on Monday, August 21, 2017**

The Board retroactively approved a Finance-Audit Subcommittee Meeting and agenda for August 21, 2017, per Appendix V-E.

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

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

For your information:

1. Superintendent's Report
  - Enrollment Update
  - Alumni Hall of Fame Induction Ceremony
  - SB1 Update
  - Rotary Raffle
2. Proposed Agenda for September 18, 2017 Board of Education Meeting  
**ENCLOSURE VI-A-2**

**B. Approved Unsealing of Executive Session Minutes**

The Board approved the recommendation from the Superintendent for unsealing the following Executive Session minutes, per Appendix VI-B.

March 20, 2017      April 24, 2017      May 15, 2017

**C. Approved Destruction of Executive Session Recordings**

As there has been more than 18 months since recording the closed session minutes, the Board approved that the following closed session recordings may be destroyed:

October 19, 2015      December 14, 2015  
November 16, 2015      January 25, 2016  
November 23, 2015

**D. Approved First Reading of Revisions to Board Policy 3:20, *Organizational Chart***

The Board approved the first reading of Board Policy 3:20 as presented, per Appendix VI-D.

**E. Approved Superintendent's Goals for 2017-18 School Year**

The Board approved the superintendent's goals for the 2017-18 school year as presented in Appendix VI-E.

**F. Approved Revisions to the 2017-18 Faculty Handbook**

The Board approved the revisions to the 2017-18 Faculty Handbook as presented, per Appendix VI-F.

**G. Retroactively Approved Board Retreat on July 17, 2017**

The Board retroactively approved the date and agenda for the Board Retreat on July 17, 2017, per Appendix VI-G.

**H. Retroactively Approved Board Policy Subcommittee Meeting on Tuesday, August 15, 2017**

The Board retroactively approved the date and agenda for the Board Policy Subcommittee Meeting held on Tuesday, August 15, 2017, per Appendix VI-H.

- I. Approved Community Relations Subcommittee Meeting on Monday, September 25, 2017**  
The Board approved the date and agenda for the Community Relations Subcommittee Meeting on Monday, September 25, 2017, per Appendix VI-I.
- J. Approved Intergovernmental Agreement with West 40 for ALOP Program**  
The Board approved the intergovernmental agreement with West 40 for the Alternative Learning Opportunity Program (ALOP) for allocation of Funds for the students in the Achievers Program, per Appendix VI-J.
- K. Approved First Reading of Revisions for Board Policies 2:115, 2:190, 2:260, 6:180, 6:210, 6:240, 7:325, 8:20, and 8:70**  
The Board approved the first reading of revisions to the Board policies as provided in Appendix VI-K.
1. Review Board Policy Section 2:115, Board of Education, Qualifications, Terms and duties of the Treasurer and Assistant Treasurer.
  2. Review Board Policy Section 2:190, Board of Education – Mailing Lists for Receiving Board Material.  
Remove policy since it is outdated.
  3. Review recommended revisions to Board Policy Section 2:260, Uniform Grievance Procedure.  
The policy is updated to clarify that Title II of the ADA applies to website accessibility.
  4. Review recommended revisions to Board Policy Section 6:180, Extended Instructional Programs.  
The policy is updated to more accurately reflect language used in relevant positions of the School Code and to add the “advanced vocational training and/or career education program” to the list of potential extended instructional programs.
  5. Review recommended revision to Board Policy Section 6:210, Instructional Materials.  
The policy is updated to reflect instructional best practice.
  6. Review recommended revision to Board Policy Section 6:240, Instruction – Field Trips.  
Change one chaperone for every 20 students rather than every 15 students.
  7. Review recommended revisions to Board Policy 7:325, Students – Student Fundraising Activities.  
Changes update fundraising outside of the building and aligns better with our needs.

8. Review recommended revisions to Board Policy 8:20 – Community Use of School Facilities.
9. Review recommended revisions to Board Policy 8:70 – Accommodating Individuals with Disabilities.

**VII. RECEIVED CALENDAR FOR AUGUST 22 THROUGH SEPTEMBER 18, 2017**

Friday, August 25	Home football games, 5 & 7 PM
Tuesday, August 29	Freshman Family Night, 7 PM, Auditorium
Monday, September 4	Labor Day, No School
Saturday, September 9	Parents Club Bingo, 6 PM, Old Gym
Homecoming Week September 11-16	<u>Monday, September 11:</u> Pep Assembly <u>Wednesday, September 13:</u> Dodgeball – 6 PM <u>Thursday, September 14:</u> Carnival – 4-6 PM Parade and Night Rally, 6:15 PM <u>Friday: September 15:</u> FOOTBALL: 5:00 PM and 7:15 PM vs Glenbard South <u>Saturday, September 16:</u> Homecoming Dance – 7:00 PM Alumni Hall of Fame Brunch, 11 AM, Student Cafeteria
Wednesday, September 13	Parents Club Meeting, 6:00 PM, Concession Stand; Building & Grounds Subcommittee Meeting, 7 PM, Superintendent's Conference Room
Monday, September 18	Regular Meeting, 7 PM, Community Room

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

**CONSENT AGENDA FOR BOARD MEETING OF AUGUST 21, 2017**

Motion by Member O'Leary, second motion by Member Malicki, 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 for Regular Board meeting of June 19, 2017;
II-A-2	3	Appendix II-A-2	Approved minutes for Board Retreat of July 17, 2017;
II-A-3	3	Appendix II-A-3	Approved minutes for Finance-Audit Subcommittee Meeting of August 9, 2017;
II-A-4	3	Appendix II-A-4	Approved minutes for Board Policy Subcommittee Meeting of August 15, 2017;
II-B-1	3	Appendix II-B-1	Ratified Accounts Payable for July 17, 2017 and approved Accounts Payable for August 21, 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 for June 15 & 30 and July 14 & 31, 2017;
II-B-4	3	Narration for II-B-4	Authorized signing of Payroll Vouchers for September 15 & 29, 2017;
III-B	4	Narration for III-B	Approved Title I Plan;
III-C	4	Appendix III-C	Approved 2017-18 Activity Handbook;
IV-A	5	Appendix IV-A	Approved the Personnel Report;
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	Accepted annual financial report for Ridgewood Foundation;
V-D	6	Appendix V-D	Approved date and agenda for Building & Grounds Subcommittee Meeting on September 13, 2017;
V-E	6	Appendix V-E	Retroactively approved Finance-Audit Subcommittee Meeting on Monday, August 21, 2017;
VI-B	7	Appendix VI-B	Approved unsealing of Executive Session minutes for: March 20, 2017; April 24, 2017; and May 15, 2017;

VI-C	7	Narration for VI-C	Approved destruction of Executive Session recordings as follows: October 19, 2015 November 16, 2015 November 23, 2015 December 14, 2015 January 25, 2016
VI-D	7	Appendix VI-D	Approved first reading of revisions to Board Policy 3:20, <i>Organizational Chart</i> ;
VI-E	7	Appendix VI-E	Approved the superintendent's goals for the 2017-18 school year;
VI-F	7	Appendix VI-F	Approved revisions to 2017-18 Faculty Handbook;
VI-G	7	Appendix VI-G	Retroactively approved date and agenda for Board Retreat on July 17, 2017;
VI-H	8	Appendix VI-H	Retroactively approved date and agenda for Board Policy Subcommittee Meeting on August 15, 2017;
VI-I	8	Appendix VI-I	Approved date and agenda for Community Relations Subcommittee Meeting on September 25, 2017;
VI-J	8	Appendix VI-J	Approved intergovernmental agreement with West 40 for the ALOP Program;
VI-K	8	Appendix VI-K	Approved first reading of revisions to Board policies 2:115, 2:190, 2:260, 6:180, 6:210, 6:240, 7:325, 8:20 and 8:70.

On roll call, the following vote was taken:

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

President Draniczarek declared the motion carried.

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

- Tim Ludston
- Frank Tribuzio

**X. CONDUCT BOARD FORUM**

- Boot camp for seniors will take place on August 24 & 25.



- Stop by the concession stand at the football game. Hope we have a great season.
- The Board requests an update on the Achievers Program.
- The Community Bash was a successful event with great attendance.
- Paul and Lisa attended the Institute Day with a welcome back for the staff.
- Paul plans to visit the Adapted PE class and the LIFE program classes.
- The first attendance day for TMA students is August 22.
- \$650 was collected at the Community Bash for Helping Hands. Thanks for the support.

**XI. CONVENE TO EXECUTIVE SESSION**

The Board did not convene to Executive Session.

**XII. ADJOURNED**

Motion by Member Caringella, second motion by Member O'Leary, to adjourn the meeting at 8:28 p.m.

On voice vote, the President declared the meeting adjourned.

Respectfully submitted,

Mary Bruscato, Recording Secretary

APPROVED:

---

Paul Draniczarek, President

---

Lisa Malicki, Secretary