

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
RIDGEWOOD COMMUNITY HIGH SCHOOL DISTRICT 234
COOK COUNTY, ILLINOIS HELD ON MONDAY, JUNE 21, 2021**

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 21, 2021. 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 Pro Tempore DiPiero declared a quorum of the Board of Education of District 234 was present at 7:00 PM.

Present: Members Paul Draniczarek, Mike Straughn, Frank DiPiero, Lisa Malicki and Chris O'Leary
Absent: Jamie Richardson

Also present were Superintendent Jennifer Kelsall; Assistant Superintendent Tom Parrillo; Principal Gina Castellano; Cindi Stazzone, 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 June 21, 2021, meeting of the Ridgewood High School District 234 Board of Education as amended.

On voice vote, President Draniczarek declared the motion carried.

II. USUAL RECURRING AGENDA ITEMS

A. Approved Minutes of:

- (1) Building and Grounds Subcommittee Meeting of May 10, 2021 per Appendix II-A-1.
- (2) Regular Board of Education Meeting of May 17, 2021 per Appendix II-B-1.

B. Approved Current Bills, Payrolls & Financial Documents

- (1) Approved Accounts Payable of June 21, 2021 per Appendix II-B-1.
- (2) Approved Revolving (Imprest) Fund Expenditures and Reimbursements per Appendix II-B-2.
- (3) Ratified Payrolls of May 14 & 28, 2021 per Appendix II-B-3.
- (4) Authorized Signing of Payroll Vouchers for July 15 & 30 and August 13 & 31, 2021
- (5) Authorized Signing of Accounts Payable Voucher for July 15, 2021

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

A. **Principal's Report**

1. Dean's Report

*B. **Approved Consolidated District Plan**

The Board approved the Consolidated District Plan per Appendix III-B.

*C. **Approved Parent/Student Handbook Revisions for 2021-22 School Year**

Approved Parent/Student Handbook Revisions for 2021-22 School Year per Appendix III-C.

IV. **MATTERS RELATING TO DISTRICT EMPLOYEES**

*A. **Approved Amended Personnel Report**

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

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

Letters to substitute teachers are sent annually 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	Fernandez, Diana
Blumenfeld, Ronald	Irzyk-Adamska, Ewa
Campanile, Nicole	O'Connor, Lawrence
Carbonaro, Peter	Ringelstein, Elizabeth
Coticuala, James	Talley, Laura
Devine, Michelle	

*C. **Approved Support Staff Handbook for 2021-22**

The Board approved the revisions to the 2021-22 Support Staff Handbook, per Appendix III-C.

*D. **Approve Co-Curricular Staff for the 2021-22 School Year**

The Board approved the co-curricular staff for the 2021-22 school year per Appendix IV-D.

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 List of Vendors**

The auditors require that the Board of Education review the list of approved vendors to be utilized by the District. That list, along with vendors in the Accounts Payable listing for tonight's board meeting, comprise the approved list of vendors for the District.

***D. Approved Fund Balance Resolution**

The Governmental Accounting Standards Board Standard 54 requires that the Board classify fund balances, noting the order in which accumulated funds will be expended. The Resolution is provided in Appendix V-D.

Motion was made by Member Straughn and seconded by Member O'Leary to approve the Fund Balance Resolution.

On voice vote, President Draniczarek declared the motion carried.

***E. Approved Tentative Budget for FY2021**

The Tentative Budget will be available for review by the public for thirty days prior to a Budget Hearing and adoption by the Board of Education at the August 16, 2021 meeting. The Board approved the tentative budget for FY 2021 per Appendix V-E.

***F. Approved Interest Transfer Resolution**

State law provides that interest earned during the year may be transferred to another fund and used for the purposes of the receiving fund. Mr. Parrillo recommends transferring interest earned from the Debt Services Fund to the Capital Projects fund. The resolution is provided as Appendix V-F.

***G. Approved Solicitation of Bids for Waste Removal**

The Board approved the Solicitation of bids for waste removal per Appendix V-G.

***H. Rejected Solicitation of Bids for Concrete**

The Board approved the rejected solicitation of bids for concrete per Appendix V-H.

***I. Approved date and agenda for Finance-Audit Subcommittee Meeting of August 10, 2021**

The board approved the date and agenda for Finance-Audit Subcommittee Meeting of August 10, 2021 per Appendix V-I.

J. Approved Cooperative Contracts for IAQ and Controls Upgrade 2021 with Trane U.S.

The Board approved the Cooperative Contracts for IAQ and Controls Upgrade 2021 with Trane U.S. per Appendix V-J.

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
 - a. COVID Update
 - b. Reopening Plan
 - c. Board Member Replacement

2. Proposed Agenda for the August 5, 2021 Community Relations Subcommittee Meeting per Appendix VI-A-2.

3. Proposed Agenda for August 16, 2022 Budget Hearing and Adoption Meeting per Appendix VI-A-3.

4. Proposed Agenda for August 16, 2021 Board of Education Meeting per Appendix VI-A-4.

***B. Approved Intergovernmental Agreement with West 40 for the Regional Programs**
The Board approved the Intergovernmental Agreement with West 40 for the Regional Programs per Appendix VI-B.

C. Approved Intergovernmental Agreement with West Suburban Special Recreational Association

The Board approved the Intergovernmental Agreement with West Suburban Special Recreational Association per Appendix VI-C.

VII. RECEIVED CALENDAR FOR JUNE 21, 2021 THROUGH AUGUST 16, 2021

**Monday, June 7 – Thursday, July 22 Remote Extended School Year begins
(Formerly Summer School)**

**Thursday, August 5 Community Relations Subcommittee Meeting
10:00 AM**

**Monday, August 9 Policy Subcommittee Meeting
3:30 PM**

**Tuesday, August 10 Finance-Audit Subcommittee Meeting
7 PM**

Monday, August 16 Regular Meeting, 7 PM, Community Room

VIII. TAKE FORMAL ACTION ON AGENDA ITEMS

CONSENT AGENDA FOR BOARD MEETING OF JUNE 21, 2021

Motion by Member O’Leary, second motion by Member Straughn 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 Building and Grounds Subcommittee meeting of May 10, 2021;
II-A-2	3	Appendix II-A-2	Approved minutes of Regular Board of Education Meeting of May 17, 2021;
II-B-1	3	Appendix II-B-1	Approved Accounts Payable of June 21, 2021;
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 14 and May 28, 2021;
II-B-4	3	Narration for II-B-4	Authorized signing of Payroll Vouchers for July 15 and July 30 and August 13 and August 31, 2021;
II-B-5	3	Narration for II-B-5	Authorized signing of Accounts Payable Voucher for July 15, 2021;
III-B	4	Appendix III-B	Approved Consolidated District Plan;
III-C	4	Appendix III-C	Approved Parent/Student Handbook Revisions for 2021-22 School Year;

IV-A	5	Appendix IV-A	Approved the Personnel Report;
IV-B	5	Appendix IV-B	Authorized Letters of Re-employment for Substitute Teachers;
IV-C	5	Appendix IV-C	Approved Support Staff Handbook Revisions for 2021-22;
IV-D	5	Appendix IV-D	Approved Co-Curricular Staff for the 2021-22 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 Annual List of Vendors;
V-E	6	Appendix V-E	Approved Tentative Budget for FY2022;
V-F	7	Appendix V-F	Approved Interest Transfer Resolution;
V-G	7	Appendix V-G	Approved Solicitation of Bids for Waste Removal;
V-H	7	Appendix V-H	Rejected Solicitation of bids for concrete;
V-I	7	Appendix V-I	Approved Finance Audit Subcommittee Meeting of August 10, 2021;
V-J	7	Appendix V-J	Approved Cooperative Contracts for IAQ and Controls Upgrade 2021 with Trane U.S.;
VI-A-2	8	Appendix VI-A-2	Approved Proposed Agenda for the August 5, 2021 Community Relations Subcommittee Meeting;
VI-A-3	8	Appendix VI-A-3	Approved Proposed Agenda for the August 16, 2021 Budget Hearing and Adoption Meeting;
VI-A-4	8	Appendix VI-A-4	Approved Proposed Agenda for the August 16, 2021 Board of Education Meeting;
VI-B	8	Appendix VI-B	Approved Intergovernmental Agreement with West 40 for the Regional Programs;
VI-C	8	Appendix VI-C	Approved Intergovernmental Agreement with West Suburban Special Recreational Association;

Approve as presented by Roll Call Vote:

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

NAYS: None

ABSENT: Richardson

President Draniczarek declared the motion carried.

IX. RECOGNIZE VISITORS AND INVITE COMMENTS FROM PUBLIC

There were no visitors.

X. CONDUCT BOARD FORUM

There was discussion regarding setting a date for the Board of Education retreat. We will wait for the new board member to be sworn in and schedule it sometime in December or January.

There was discussion regarding Tony Caringella's resignation as board member and the process to fill the vacancy. Applications will be due July 6, 2021.

There was discussion regarding the girls softball team winning and their outstanding games. They are a great representation of Ridgewood. It was great to attend the game. It was wonderful to see all of the girls receive their trophies and medals. The welcome ceremony when they came back to Ridgewood was also great.

There was discussion regarding the number of people in our building that are coaching and that the numbers were low.

There was discussion regarding the Garden Club and that it would be nice to have the garden this year and donate the food to a local food pantry.

There was discussion regarding the Union Ridge Graduation ceremony held at Ridgewood and what a nice ceremony it was.

There was discussion regarding Ridgewood's Graduation ceremony. The ceremony was phenomenal.

There was discussion regarding the purchase of the new Driver's Education car.
There was discussion regarding the FEMA grant we received for COVID expenses.

XI. CONVENE TO EXECUTIVE SESSION

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

Member Malicki seconded by Member DiPiero, Be it resolved the Board of Education of District 234 hereby convenes to the Executive Session at 8:46 p.m.

Voice Vote:	Aye X	Nay:	Present:	Absent:
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The President declared the Motion:

Carried X	Defeated
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XII. ADJOURN EXECUTIVE SESSION AND RECONVENE TO OPEN SESSION

Member Malicki moved, seconded by Member DiPiero, Be it resolved the Board of Education of District 234 hereby adjourns the Executive Session and reconvenes to Open Session at 9:07 p.m.

Voice Vote:	Aye: X	Nay:	Present:	Absent:
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The President declared the Motion:

Carried X	Defeated
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XIII. APPROVE RECOMMENDATION FOR ISSUANCE OF NOTICE OF REMEDIAL WARNING TO A TENURED TEACHER

The Board is asked to Approve the Recommendation for Issuance of Notice of Remedial Warning to a Tenured Teacher per Appendix XIII.

Member Straughn moved and seconded by Member Malicki to Approve Recommendation for Issuance of Notices of Remedial Warning to a Tenured Teacher.

Approve as presented by Roll Call Vote:

Name	Aye	Nay	Present	Absent
Draniczarek	X			
Straughn	X			
Richardson				X
DiPiero	X			
Malicki	X			
O'Leary	X			

Board President declared the Motion:

Carried X	Defeated
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XIV. ADJOURN

Member O'Leary moved, Seconded by Member Malicki, Be It Resolved the Board of Education hereby adjourns at 9:09 p.m.

Voice Vote:	Aye: X	Nay:	Present:	Absent:
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The President declared the Motion:

Carried X	Defeated
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On voice vote, the President declared the meeting adjourned.

Respectfully submitted,



Cindi Stazzone, Recording Secretary

APPROVED



Paul Draniczarek, President



Jamie Richardson, Secretary