

Minutes of a Regular Meeting
Of the Board of Education
Of East Maine School District 63
Maine Township, Cook County, Illinois
Wednesday, September 7, 2016
At Dr. Donald C. Stetina Educational Service Center
10150 Dee Road, Des Plaines, IL 60016

President Janet Kaczowski called the meeting to order at 7:05 p.m. with the following Board Members present: Janet Kaczowski, Tom Simmons, Alexandra Brook, Walter Gluzkin, Angelo Scarsella, Sheila Urban, and Krystal Zec

Other Attendees: Dr. Scott Clay, Superintendent, Dr. Charlene Cobb, Assistant Superintendent of Teaching & Learning, Dr. Shawn Schleizer, Assistant Superintendent of Human Resources, Jordi Camps, Executive Director of Business Services, Dan Barrie, Director of Operations, Greg Bublitz, Director of Special Services, Keith Shaffer, Director of Technology, Janet Spector Bishop, Director of Communications and Community Relations, and Erin Sterling, Director of ESL/Bilingual Services

Audience: Approximately eleven people attended.

Public Comment: - There was no public comment.

Presentation - Maine Township MaineStreamers School Supply Drive

Carol Teschky, Maine Township Supervisor, representing the MaineStreamers senior group accepted our appreciation for the very generous donation of school supplies gathered at the group's monthly luncheon.

Presentation - Ameresco Facilities and Next Steps

Scott Engstrom, Senior Account Executive, Ameresco provided information to the Board from the Accommodation Review and Facilities Master Plan Report. The next step in the process will be to form a Facilities Committee.

Presentation – Summer Reading 2016

A community partnership with the Niles public library and their Read for the Win Program provided many opportunities for our students and families this summer. Author Kate Hannigan was at Golf Mill mall this past June to meet with students and parents; Field Day was June 26 at Dee Park. The summer reading culminating event with Noodles the Wonder Dog was held at the Niles Public Library August 14.

- District 63 provided 296 at-risk students in grades K-5 with free books
- Niles Library staff came to each school and registered 2593 students for summer reading
- A total of 410 students participated at the bronze, silver, or gold medal recognition level
 - Posters will be provided to each school showing the recipients of the bronze, silver and gold medals
- In 2015 approximately 180 students participated. This represents an increase in participation of 128%!

Presentation – PARCC Results

2010 Common Core State Standards

- Illinois adopted the Common Core State Standards
- Partnership for Assessment of Readiness for College and Careers (PARCC) formed to develop assessment for English Language Arts and Math

2015 PARCC Assessment

- First administration
- Two testing windows

- March – Performance Based Assessment
- May – End of Year Assessment in May
- Results to parents in December

2016 PARCC Assessment

- Second administration
- Changes from previous assessment
 - Single testing window in April
 - Fewer items to reduce testing time
- Results to parents in September

PARCC Assessment

- Requires students to show their work and explain their reasoning.
- Assesses students' abilities to read carefully, communicate clearly, and problem solve
- Allows for greater accessibility and accommodations
- Provides detailed information on student's progress

PARCC Performance Levels - uses five performance levels that delineate the knowledge, skills, and practices students are able to demonstrate:

- Level 1: Did not Yet Meet Expectations
- Level 2: Partially Met Expectations
- Level 3: Approached Expectations
- Level 4: Met Expectations
- Level 5: Exceeded Expectations

Moving Forward

- Acknowledge that everyone has a stake and is responsible for meeting the needs of all students
- Dig deeper into the data at each grade level and across schools.
- Examine the data of subgroups
- Insure that instruction is aligned and guided by standards
- Provide professional development on instructional rigor

Agenda Item: Approve the Consent Agenda

Summary of Discussion: N/A

Items on the Consent Agenda include:

- Minutes of the Regular Business Meeting, August 3, 2016
- Minutes of the Closed Session August 3, 2016, #1 and #2
- Accounts Payable for September 7, 2016 (\$1,009,775.65)
- Fund Balance Report for July 2016 (\$54,260,905)
- Gross Payroll (\$617,458.72) and Board Share Expenditures (\$100,765.58) for August 2016
- Payroll Accounts Payable for August 2016 (\$256,165.21)
- Appointment for Staff at Apollo, Gemini, Nelson, and Washington
- Resignation for Staff at Apollo, Gemini, Nelson, Stevenson, and Washington
- Lane Changes
- Destruction of Verbatim Recordings of Closed Session
- Freedom of Information Act Report for August 2016

Motion to approve made by Member Scarsella

Motion seconded by Member Brook

Action: Passed

Roll Call Vote: Yeas: Tom Simmons, Sheila Urban, Walter Gluzkin, Janet Kaczowski, Angelo Scarsella, Krystal Zec, Alexandra Brook

Nays: Absent:

President's Report

President Kaczowski reported on the following items:

- Attended Open houses at Mark Twain, Stevenson, Melzer, Washington, Gemini, Expanded Learning (TLC), and Nelson Schools
- Attended the opening day BBQ at Gemini
- Attended Training/Presentation for Elyssa's Mission at Gemini

Upcoming Events

- September
 - September 15, MCYAF 2016 Community Heroes Benefit, Café la Cave, 2777 S Mannheim Road, Des Plaines, 6:00 – 9:00 p.m.
 - September 15, 22, 29, Abriendo Puertas at Apollo, Room 119, 5:30 – 7:00 p.m.
 - September 19, Free Adult ELL Classes start at Stevenson, 5:00 – 6:00 p.m.
 - September 22, Special Education Parent Workshop: Understanding and Participating in the IEP Process at Melzer, 5:30 – 6:30 p.m.
 - September 22, District PTO Meeting at Twain, 6:30 – 8:00 p.m.
 - September 28, Culver's Mark Twain Spirit Night, Culver's Fundraiser, 5:00 – 8:00 p.m.
- October
 - October 5, Board Meeting at Melzer, 7:00 p.m.
 - October 6, 13, 20, 27, Abriendo Puertas at Apollo, Room 119, 5:30 – 7:00 p.m.
 - October 19, North Cook Division Dinner Meeting, European Crystal Banquets, Arlington Heights, 5:45 p.m.
 - October 20, Special Education Parent Workshops - Physical and Occupational Therapies in the Schools at Melzer, 5:30 – 6:30 p.m.
 - October 22, Nelson PTO Fall Festival, 10:00 – 2:00 p.m.

Awards

Congratulations to our board members for earning the following IASB Master Board Member and Leadership Academy awards.

- Janet Kaczowski: Master status maintained and is a Leadership Fellow
- Walter Gluzkin: Master status maintained
- Sheila Urban: Master status maintained
- Krystal Zec: New Master Board Member
- Alexandra Brook: Level 2
- Angelo Scarsella: Level 2

Board Member Reports:

Member Simmons

- Attended open houses at Nelson, Washington, Apollo, Melzer and Gemini
- Attended the open house for the Expanded Learning Program (TLC)
- Attended an Education Foundation meeting
- Attended two sessions of contract negotiations with the EMEA

Member Gluzkin

- Attended open house at Gemini
- Attended Gemini soccer games

Member Urban

- Attended Gemini volleyball games
- Attended open houses at Gemini and Nelson
- Attended the first Technology Task Force Meeting

Member Zec

- Attended open houses at Apollo, Mark Twain, Stevenson and Nelson
- Attended the welcome back picnics at Melzer and Nelson
- Attended the opening day Flag Ceremony at Nelson. The PTO provided breakfast that day for parents

Member Brook

- Attended open houses at Apollo, Mark Twain, Gemini, Stevenson, and Washington
- Attended the open house for the Expanded Learning Program (TLC)
- Attended the Washington School PBIS huddle
- Attended two sessions of contract negotiations with the EMEA

Member Scarsella

- Attended the opening day BBQ
- Attended open houses at Apollo, Mark Twain, Stevenson, Melzer and Washington

Superintendent's Report

Dr. Clay reported on the following items:

- The school year has gotten off to a great start. Our new principals are settling into their positions very nicely. Our new food service provider, Arbor, has also had a good start.
- Negotiations with the EMEA are continuing and progressing very well.
- I attended open houses at all seven of our schools. Each had excellent attendance with lots of excited students.
- I attended the technology task force meeting.
- Dr. Schleizer has been working on increasing our pool of substitute teachers. The large signs we purchased have generated a number of new applicants.
- We have our one-to-one Chromebook program started at Gemini and Keith will give us an update.
 - The one-to-one implementation has gone well. The online registration process wasn't initially ready to accept parent permission via the District Chromebook Use Agreement, but has since been updated. New students/parents will now be able to sign the agreement when registering online. At this point approximately fourteen students do not have a signed agreement.
 - A technology survey using BrightBytes will be sent out this fall and again in the spring. It will provide necessary feedback determining whether the technology we are using as a district is improving learning outcomes.

Agenda Item: Recommendation to Adjourn to Closed Session

Summary of Discussion: The Board of Education shall hold a closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district.

Motion to approve made by Member Scarsella

Motion seconded by Member Gluzkin

Action: Passed
Roll Call Vote: Yeas: Sheila Urban, Walter Gluzkin, Janet Kaczkowski, Angelo Scarsella, Krystal Zec, Alexandra Brook, Tom Simmons

Nays: Absent:

Time of Adjournment: 8:12 p.m.
Time of Reconvening: 8:30 p.m.

Agenda Item: Approve Resolution BR03-16/17 for the adoption of the 2016-2017 fiscal year budget of School District Number 63, Cook County, Illinois
Summary of Discussion: N/A

Motion to approve made by Member Gluzkin
Motion seconded by Member Zec

Action: Passed
Roll Call Vote: Yeas: Walter Gluzkin, Janet Kaczkowski, Angelo Scarsella, Krystal Zec, Alexandra Brook, Tom Simmons, Sheila Urban

Nays: Absent:

Agenda Item: Approve Resolution BR04-16/17 Authorizing the Abatement from the Working Cash Fund into the Operations and Maintenance Fund and the Transfer from the Operations and Maintenance Fund into the Capital Projects Fund
Summary of Discussion: The district is continuing a series of capital project improvements. This abatement of \$450,615 is to make funds from the bond issue completed in 2015 available to pay for the remaining amount owed on 2016 summer projects as well as projects to be done during FY2017. A future resolution will provide funds for the mobilization payments on the summer of 2017 projects (FY2018).

Motion to approve made by Member Simmons
Motion seconded by Member Scarsella

Action: Passed
Roll Call Vote: Yeas: Angelo Scarsella, Krystal Zec, Alexandra Brook, Tom Simmons, Sheila Urban, Walter Gluzkin, Janet Kaczkowski

Nays: Absent:

Agenda Item: Administrator and Teacher Salary and Benefits Report
Summary of Discussion: This is for reporting purposes only, it is not being presented for vote. It will be available on the district website after the board meeting.

Agenda Item: Approve Donations
Summary of Discussion: N/A

Motion to approve made by Member Scarsella
Motion seconded by Member Zec

Action: Passed

School Supplies for distribution at Apollo, Melzer, Stevenson, and Washington
Value: \$550.00
Donated by: MaineStreamers/C/O Maine Township Supervisor Carol Teschky

School Supplies for distribution at Gemini, Nelson and Mark Twain
Value: \$550.00
Donated by: Fred Braun and the Niles Public Works Department

Funds to support the all staff cookout on Institute Day
Value: \$400.00
Donated by: Tom Noto, AXA Advisors, Arlington Heights, IL

Ice Cream truck to support the all staff cookout on Institute Day
Value: Estimated Value \$400.00
Donated by: Mary Pat Bohan, Lincoln Investments, Lombard, IL

Funds to support the all staff cookout on Institute Day
Value: \$500.00
Donated by: Jennifer Wicks, Horace Mann, Springfield, IL

Agenda Item: Approve Creation of Human Resources Manager Position
Summary of Discussion: N/A

Motion to approve made by Member Simmons
Motion seconded by Member Scarsella

Action: Passed
Roll Call Vote: Yeas: Krystal Zec, Alexandra Brook, Tom Simmons, Sheila Urban, Walter Gluzkin, Janet Kaczkowski, Angelo Scarsella
Nays: Absent:

Agenda Item: Approve Applications for Recognition of Schools
Summary of Discussion: This is an annual requirement. School districts are required to certify compliance with School Code requirements identified on the application form.

Motion to approve made by Member Scarsella
Motion seconded by Member Urban

Action: Passed
Roll Call Vote: Yeas: Alexandra Brook, Tom Simmons, Sheila Urban, Walter Gluzkin, Janet Kaczkowski, Angelo Scarsella, Krystal Zec
Nays: Absent:

Agenda Item: Authorize the Declaration and Sale or Disposal of Surplus Equipment
Summary of Discussion: Similar to what it has done in the past with surplus, outdated equipment, the technology department would like to hold a sale offering the surplus technology equipment to the school community. Any remaining items after the sale would be donated or recycled/disposed.

Motion to approve made by Member Scarsella

Motion seconded by Member Gluzkin

Action: Passed
Roll Call Vote: Yeas: Tom Simmons, Sheila Urban, Walter Gluzkin, Janet Kaczkowski,
Angelo Scarsella, Krystal Zec, Alexandra Brook

Nays: Absent:

Agenda Item: Recommendation to Adjourn to Closed Session

Summary of Discussion: The Board of Education shall hold a Closed Session regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and/or collective bargaining matters.

Motion to approve made by Member Gluzkin

Motion seconded by Member Zec

Action: Passed
Roll Call Vote: Yeas: Sheila Urban, Walter Gluzkin, Janet Kaczkowski, Angelo Scarsella,
Krystal Zec, Alexandra Brook, Tom Simmons

Nays: Absent:

Time of Adjournment: 8:38 p.m.
Time of Reconvening: 10:49 p.m.

Approve Motion to Adjourn

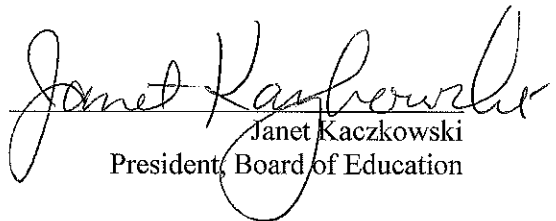
Summary of Discussion: N/A

Motion made by Member Scarsella
Motion seconded by Member Gluzkin

Action: Passed

Time of Adjournment: 10:49 p.m.

Recorded: September 7, 2016
Approved: October 5, 2016


Janet Kaczkowski
President, Board of Education


Deborah Piazza
Secretary, Board of Education