

Minutes of a Regular Meeting
Of the Board of Education
Of East Maine School District 63
Maine Township, Cook County, Illinois
Wednesday, October 5, 2016
At Melzer School
9400 N Oriole, Morton Grove, IL 60053

President Janet Kaczowski called the meeting to order at 7:00 p.m. with the following Board Members present: Janet Kaczowski, Tom Simmons, Alexandra Brook, 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, Dr. Greg Publitz, Director of Special Services, Keith Shaffer, Director of Technology, Janet Spector Bishop, Director of Communications and Community Relations, and Erin Sterling, Director of ELL/Bilingual Services

Audience: Approximately twenty-one people attended.

Public Comment: - There was no public comment.

Presentation - Artists from Melzer School

Two students from Melzer School presented their drawings of faces. They gave a general introduction to their work, explained how they tried to use correct proportions, and each gave a detail that they would like to improve upon next time.

Presentation - Niles School Supply Drive 2016

The drive was spearheaded by the Niles Public Works department under the leadership of Fred Braun. They had an incredible turn out for the 2016 School Supplies drive. An amazing amount of supplies were donated and they were able to get many of the most desired items this year. They collected 2370 crayons, 387 glue sticks, 173 boxes of tissue, 616 markers, 1093 pencils, and so much more.

Presentation - INSPRA 2016 Communications Contest "Award of Merit"

Congratulations to Janet Spector Bishop, Director of Communications and Community Relations for receiving the "Award of Merit" in the INSPRA 2016 Communications Contest.

Agenda Item: Approve the Consent Agenda

Summary of Discussion: N/A

Items on the Consent Agenda include:

- Minutes of the Public Hearing, September 7, 2016
- Minutes of the Regular Business Meeting, September 7, 2016
- Minutes of the Closed Session September 7, 2016 #1 and #2
- Accounts Payable for October 5, 2016 (\$928,187.61)
- Fund Balance Report for August 2016 (\$65,380,824)
- Gross Payroll (\$2,416,413.22) and Board Share Expenditures (\$493,918.20) for September 2016
- Payroll Accounts Payable for September 2016 (\$1,281,890.24)
- Book Fairs
- Appointment for Staff at ESC, Apollo, Mark Twain, Nelson and Washington
- Resignation for Staff at Apollo, Nelson and Washington
- Destruction of Verbatim Recordings of Closed Session

- Freedom of Information Act Report for September 2016

Motion to approve made by Member Scarsella

Motion seconded by Member Simmons

Action: Passed

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

Nays: Absent: Walter Gluzkin

President's Report

President Kaczkowski reported on the following items:

- Attended MCYAF 2016 Community Heroes Benefit

Upcoming Events & Reminders

- October
 - October 6, 13, 20, 27, Abriendo Puertas at Apollo, Room 119, 5:30 - 7:00 p.m.
 - October 7, ED-RED Luncheon, Cafe La Cave, 12:00 - 2:00 p.m.
 - October 14, Mark Twain Fall Festival, 6:00 - 8:30 p.m.
 - October 19, North Cook Division Dinner Meeting, European Crystal Banquets, Arlington Heights, 5:45 p.m.
 - October 20, Lights ON Afterschool, Niles Teen Center at Golf Mill, 4:00 - 6:00 p.m. with rally at 5:45 p.m.
 - October 20 Special Education Parent Workshop: Physical and Occupational Therapies in the Schools at Melzer, 5:30 - 6:30 p.m.
 - October 20, Stevenson Fundraiser, Cici's Pizza in Niles, 5:00 - 8:00 p.m.
 - October 21, Advantage 63: Success without Borders, Gemini, 11:00 - 1:00 p.m.
 - October 21, Gemini Fall Play, *Parents Just Don't Understand*, Apollo Theatre, 7:00 p.m.
 - October 22, Nelson PTO Fall Festival, 10:00 - 2:00 p.m.
 - October 22, Gemini Fall Play, *Parents Just Don't Understand*, Apollo Theatre, 2:00 p.m.
 - October 26, One District-One Author Event, Gemini, 6:30 - 8:00 p.m.
- November
 - November 2, Board Meeting at Apollo, 7:00 p.m.
 - November 3 & 10, Abriendo Puertas at Apollo, Room 119, 5:30 - 7:00 p.m.
 - November 9, Gemini Band, Choir, Orchestra Fall Concert; Gemini; 6:00 - 7:00 p.m.
 - November 10 Special Education Parent Workshop: Speech and Language Services in the Schools at Melzer, 5:30 - 6:30 p.m.
 - November 18 - 20, IASB Annual Conference.
 - November 26, Gemini Band at Holly Jolly Market & Festival, Oasis Water Park in Niles, 3:00 - 9:00 p.m.
 - November 30, District PTO Meeting, Melzer, 6:30 - 8:00 p.m.

Board Member Reports:

Member Simmons

- Attended two EMEA negotiations in September
- Attended MCYAF 2016 Community Heroes Benefit

Member Scarsella

- Attended MCYAF 2016 Community Heroes Benefit

Member Brook

- Attended two EMEA negotiations in September
- Attended the Washington school McTeacher’s Night

Member Urban

- Attended MCYAF 2016 Community Heroes Benefit
- Attended several Gemini girls volleyball games
- Attended the Technology Task Force meeting

Superintendent’s Report

Dr. Clay reported on the following items:

- Attended the Education Foundation meeting.
- Our One District, One Author program has started and going very well.
 - Dr. Cobb attended several reveals at different schools. Students were very excited to receive their books. Additional information, including pictures, at home questions and activities, and chapter videos can be found on our website.
- I attended the MCYAF Community Heroes Benefit.
- We had our first District PTO meeting of the year. We talked about initiatives in the district, our new logos, and the One District, One Author program.
- Attended a presentation at Northwestern University on the FUSE program, which is an approach to teaching STEM. We will explore further.

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 Brook

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

Time of Adjournment: 7:16 p.m.
 Time of Reconvening: 8:02 p.m.

Agenda Item: Approve Resolution BR05-16/17 Keeping the Lights ON Afterschool

Summary of Discussion: N/A

Motion to approve made by Member Scarsella

Motion seconded by Member Brook

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

Agenda Item: Approve Resolution BR06-16/17 Principal Appreciation Day
Summary of Discussion: N/A

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

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

Agenda Item: Approve Resolution BR07 16/17 Custodian Appreciation Day
Summary of Discussion: N/A

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

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

Agenda Item: Approve Resolution BR08 - 16/17 Authorizing a Notice of Remediation and Suspension
without Pay
Summary of Discussion: N/A

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

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

Agenda Item: Approve Donations to the District
Summary of Discussion: N/A

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

Action: Passed

1. Yamaha Trumpet, Model YTR-2320. The trumpet has been given to the district to loan to a music student for a period of one year so that they may participate in the music program.
Value: \$300.00
Donated by: Henry Gomez

2. Portable stereo for use in assemblies and for lunchroom music at Stevenson School.

Value: \$210.00

Donated by: Stevenson PTO

3. Elkay Bottle Filler/Water Cooler Combo for student use at Melzer School

Value: \$1,021.50

Donated by: Anonymous

4. Elkay Bottle Filler/Water Cooler Combo for student use at Melzer School

Value: \$1,021.50

Donated by: Melzer PTO

5. Children's books for the library at Stevenson providing high-quality literature.

Value: \$100.00

Donated by: Anonymous

6. Matching Funds to support the all staff cookout on Institute Day.

Value: \$400.00

Donated by: AXA Foundation, Syracuse, NY

Agenda Item: Approve Building Automation System Software Modernization

Summary of Discussion: The existing automation system has reached the end of life, and serviceability will be greatly diminished by the end of 2016. This new software and controllers, will allow the district to use existing field hardware, and will be compatible with all current internet programs. The current system is only accessible using Internet Explorer 8. The cost breakdown is \$4,690.00 for the software, and a cost of \$14,110.00 per school for installation, including 7 new controllers, (1 per school), totaling \$103,460.00.

Motion to approve made by Member Scarsella

Motion seconded by Member Urban

Action: Passed

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

Nays: Absent: Walter Gluzkin

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.

Motion to approve made by Member Scarsella

Motion seconded by Member Brook

Action: Passed

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

Nays: Absent: Walter Gluzkin

Time of Adjournment: 8:10 p.m.

Time of Reconvening: 9:35 p.m.

Approve Motion to Adjourn

Summary of Discussion: N/A

Motion made by Member Scarsella


Motion seconded by Member Zec


Action: Passed

Time of Adjournment: 9:35 p.m.

Recorded: October 5, 2016

Approved: November 9, 2016


Janet Kaczowski
President, Board of Education


Deborah Piazza
Secretary, Board of Education