

Minutes of a Regular Meeting
Of the Board of Education
Of East Maine School District 63
Maine Township, Cook County, Illinois
Wednesday, February 1, 2017
At Mark Twain School
9401 Hamlin, Niles, IL 60714

President Janet Kaczkowski called the meeting to order at 7:00 p.m. with the following Board Members present: Janet Kaczkowski, Alexandra Brook, Walter Gluzkin, Angelo Scarsella, Sheila Urban (arrived at 7:41 p.m.), 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 Bublitz, 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 nineteen people attended.

Public Comment: - There was no public comment.

Presentation – Literature Circles

Literature Circles help students become better readers, improve reading skills, and allows students to experience new genres, authors, and viewpoints. Meetings are held twice a week for 30 minutes with student facilitators leading the meetings. Students will assume different roles including detail detective, summarizer, passage master and timeline coordinator. Units of study range from realistic fiction and biographies to science fiction and author studies.

After reading the books students will complete projects which may include story maps, diorama of symbol analysis, comic strips using Pixton, padlets, or news reports. Several students from Mark Twain presented information and showed two newscast reports to board members.

Presentation – Enrollment Projections – Presented by Dr. Shawn Schleizer, Assistant Superintendent of Human Resources

Calculating Enrollment Projections –

- Methodology
 - Use the September/October enrollment data from the previous school year
 - Push up data from this year's kindergarten through fifth grade
 - Use a three-year average for kindergarten
 - 25:1 Staffing Ratio
 - Historical enrollment data

Enrollment Projections

- Trend for 2016-2017
 - Decreasing Enrollment: Nelson, Twain, Washington
 - Flat Enrollment: (a gain or loss of less than 2% is considered flat enrollment) District, Apollo, Gemini, Melzer, Stevenson
 - Increasing Enrollment: None
- Trend for 2017-2018
 - Increasing Enrollment: Stevenson
 - Flat Enrollment: District, Apollo, Melzer, Nelson, Twain, Washington
 - Decreasing Enrollment: Gemini

Presentation – Gemini Soccer Field Proposal

Information was presented by Douglas Johnson, Jr. Hawks Soccer Club regarding the property east of the school. Mr. Johnson was asked to attend the March board of education meeting with more information.

Agenda Item: Approve the Consent Agenda

Summary of Discussion: N/A

Items on the Consent Agenda include:

- Minutes of the Regular Business Meeting, January 11, 2017
- Minutes of the Closed Session January 11, 2017 #1 and #2
- Accounts Payable for February 1, 2017 (\$688,165.06)
- Fund Balance Report for December 2016 (\$50,460,443)
- Gross Payroll (\$2,361,962.77) and Board Share Expenditures (\$493,107.91) for January 2017
- Payroll Accounts Payable for January 2017 (\$1,270,953.68)
- Appointment for Staff at Mark Twain, Melzer, Nelson, Stevenson, and Washington
- Resignation for Staff at Mark Twain
- Retirement for Staff at Melzer and Washington
- Unpaid Leave of Absence for Staff at Gemini
- Destruction of Verbatim Recordings of Closed Session
- Freedom of Information Act Report for January 2017
- Policy Revision - First Reading - Policy 7:270 Administering Medicines to Students

Motion to approve made by Member Scarsella

Motion seconded by Member Brook

Action: Passed

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

Nays:

Absent: Tom Simmons

President's Report

President Kaczowski reported on the following items:

- Attended the 46th Annual ED-RED Legislative Dinner

Upcoming Events and Reminders

- February
 - February 1, Washington Fundraiser at Portillo's, 5:00 – 8:00 p.m.
 - February 7, Apollo McTeacher Night, 8460 W Dempster, Niles, 5:00 – 7:00 p.m.
 - February 16, First Responders Meeting, ESC, 4:00 – 5:00 p.m.
 - February 16, Special Education Parent Workshops: Social Skills, Melzer School Library, 5:30 p.m.
 - February 18, 37th Annual School Law Seminar - Scariano, Himes and Petrarca, McDonald's Hamburger University Oak Brook, 8:00 – 12:30 p.m.
 - February 18, Niles Lights On Afterschool Tile Art Project Unveiling Ceremony, Golf Mill Shopping Center, 12:00 p.m.
 - February 22, Mark Twain McTeacher Night, 7969 N. Milwaukee, Niles, 4:00 – 7:00 p.m.
 - February 25, Nelson PTO Fun Fair, Nelson School, 10:00 – 2:00 p.m.
 - February 28, Nelson Music Concert with Grades 1, 3 and 5, Nelson School, 6:30 p.m.
- March

- March 1, Board of Education Meeting, Stevenson School, 7:00 p.m.
- March 3, ED-RED Finance Legislation Meeting, Maine South High School, 1:30 – 3:00 p.m.
- March 9, Special Education Parent Workshops: Behavior, Melzer School Library, 5:30 p.m.
- March 9, District PTO Meeting, Gemini Junior High, 6:30 p.m.
- March 15, North Cook Division Dinner Meeting, Buffalo Grove High School
- March 24 – 27, NSBA Conference, Denver

Board Member Reports:

Member Zec

- Attended the Nelson McTeacher Night

Member Brook

- Attended the Washington PTO Meeting
- Attended the Washington Fundraiser at Portillo's
- Attended final EMEA Negotiations
- Attended a STEAM curriculum meeting

Member Gluzkin

- Attended the ED-RED Dinner
- Attended the Band-o-Rama at Maine East High School

Member Urban

- Attended the ED-RED Dinner
- Attended the Band-o-Rama at Maine East High School
- Attended several girls basketball games
- Attended Extreme Cheer at Gemini

Superintendent's Report

Dr. Clay reported on the following items:

- Negotiations with the EMEA are wrapping up and we are hopeful to have a contract to present to the board at the March meeting.
- I had the opportunity, along with Janet Specter-Bishop, to participate in the Niles Arts and Culture Master Plan.
- Last Friday, Dr. Schleizer, Dr. LeBlanc, and I presented at the state conference for Illinois Association of School Personnel Administrators on alternative hiring practices, highlighting our use of panel interviews to hire teachers.
- I attended the 46th Annual ED-RED Legislative Dinner.
- Congratulations to our 7th Grade Girls Basketball team for winning their tournament and conference title. We believe this may be the first time since the 1980's.

One of my unofficial goals from the school board has been to develop a facilities plan. That has been completed and is now on our website. Mr. Shaffer will give you a quick tour of the site.

Agenda Item: Approve Donations to the District

Summary of Discussion: N/A

Motion to approve made by Member Scarsella

Motion seconded by Member Brook

Action: Passed

Donation of: Funds to meet the needs of the Robotics Team from Gemini, including supplies and food in preparation for the state competition.

Value: \$300.00

Donated by: Michael Kaufman and Michelle Suboni-Kaufman, Morton Grove, IL

Donation of: School Supplies including notebooks, staplers, and pens for student use across the district.

Value: \$1,209.02

Donated by: Jane Wojtkiewicz, Glenview, IL

Donation: Funds to be used for the STEAM, Math, and Science Materials at Washington School.

Value: \$500.00

Donated by: The Exxon Mobil Education Alliance Fund, J & T Mobil, Tom Philip, Morton Grove, IL

Agenda Item: Approve 2017 ESY/ELL Summer School Staffing

Summary of Discussion: Because of the water main replacement and the flooring replacement projects going on at different schools over the summer, the following summer programs will be held at Stevenson and Nelson Schools.

Motion to approve made by Member Scarsella

Motion seconded by Member Gluzkin

Action: Passed

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

Nays: Absent: Tom Simmons

Agenda Item: Approve 2017 Ready, Set Kindergarten Summer School Staffing

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, Walter Gluzkin, Janet Kaczkowski, Angelo Scarsella, Krystal Zec, Alexandra Brook

Nays: Absent: Tom Simmons

Agenda Item: Approve 2017 Extended School Year Special Needs Preschool Staffing

Summary of Discussion: N/A

Motion to approve made by Member Scarsella

Motion seconded by Member Brook

Action: Passed

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

Nays: Absent: Tom Simmons

Agenda Item: Approve Plumbing Replacement at Melzer School

Summary of Discussion: The domestic water piping at Melzer is original from 1956 and long past its life expectancy. Three bids were received with Metropolitan Corporation being the lowest responsible bidder.

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

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

Nays: Absent: Tom Simmons

Agenda Item: Approve Flooring Replacement at Apollo, Mark Twain, Nelson, and Washington

Summary of Discussion: This is the second phase to the flooring replacement project. Three bids were returned with Johnson Floor Company as the lowest responsible bidder. Johnson Floor Company has done several projects for District 63 in the past with very good results.

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

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

Nays: Absent: Tom Simmons

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, collective bargaining matters, the purchase, or lease of real property, and/or other matters relating to individual students

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

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

Nays: Absent: Tom Simmons

Time of Adjournment: 8:17 p.m.
Time of Reconvening: 10:11 p.m.

Approve Motion to Adjourn

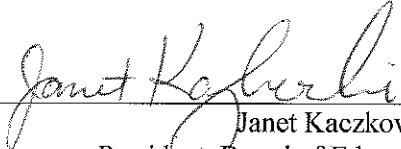
Summary of Discussion: N/A

Motion made by Member Scarsella
Motion seconded by Member Gluzkin

Action: Passed

Time of Adjournment: 10:11 p.m.

Recorded: February 1, 2017
Approved: March 1, 2017


Janet Kaczowski
President, Board of Education


Deborah Piazza
Secretary, Board of Education