



## Board of Education

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### Call to Order and Roll Call

President Eileen Kowalczyk called the Regular Business Meeting of the Board of Education of May 21, 2020, held via Zoom video conferencing, to order at 7:04 p.m. Board members present: Vicki Chung, Kimberly Fay, Jennifer Kobus, Brian Maye, Rachael Rothrauff, and Eileen Kowalczyk. Absent: None. Member Gerald McCluskey joined the meeting at 7:06 p.m.

### New Business

#### 1. Election of Board of Education Officers

##### Motion to Establish Chairman Pro Tem

President Kowalczyk entertained a motion to establish a Chairman Pro Tem. Member Fay moved, seconded by Member Maye, to appoint Superintendent Aumiller to serve as Chairman Pro Tem. Roll call vote resulted as follows

Yes: Chung, Fay, Kobus, Kowalczyk, Maye, Rothrauff  
Absent: McCluskey  
No: None Motion carried.

##### Motion to Establish Secretary Pro Tem

President Pro Tem Aumiller entertained a motion to establish a Secretary Pro Tem. Member Chung moved, seconded by Member Kowalczyk, to appoint Virginia Webster to serve as Secretary Pro Tem. Roll call vote resulted as follows

Yes: Chung, Fay, Kobus, Kowalczyk, Maye, Rothrauff  
Absent: McCluskey  
No: None Motion carried.

##### Nominations for Office of President and Term of Office

Chairman Pro Tem Aumiller entertained nominations for the office of Board President to serve for a term of one year. Member Kobus moved to nominate Eileen Kowalczyk for President. Chairman Pro Tem Aumiller acknowledged that Eileen Kowalczyk was nominated and asked if there were any other nominations for the office of President. There being no further nominations, Chairman Pro Tem Aumiller said the nominations for the office of President were closed. Chairman Pro Tem Aumiller instructed Secretary Pro Tem Webster to record a unanimous vote for Member Kowalczyk and declared her elected. Chairman Pro Tem Aumiller said President Kowalczyk would then assume her position as President.

##### Nominations for Office of Vice President and Term of Office

President Kowalczyk entertained nominations for the office of Board Vice President to serve for a term of one year. Member Rothrauff moved to nominate Vicki Chung for Vice President. President Kowalczyk acknowledged the nomination of Vicki Chung. President Kowalczyk asked if there were any other nominations for the office of Vice President. There being no further nominations, President Kowalczyk said the nominations for the office of Vice President were closed. President Kowalczyk instructed Secretary Pro Tem Webster to record a unanimous vote for Member Chung and declared her elected.

**Nominations for Office of Secretary and Term of Office**

President Kowalczyk entertained nominations for Board Secretary to serve for a term of one year. Member Chung moved to nominate Virginia Webster. President Kowalczyk acknowledged the nomination of Virginia Webster and asked if there were any other nominations for the office of Board Secretary. There being no further nominations, President Kowalczyk said nominations for Board Secretary were closed. President Kowalczyk instructed Secretary Pro Tem Webster to record a unanimous vote for herself and declared Virginia Webster elected.

**Administration of Oath to President, Vice President and Secretary**

Superintendent Aumiller administered the Oath of Office to President Eileen Kowalczyk, Vice President Vicki Chung, and Secretary Virginia Webster.

**Communications****Board of Education**

*NSSEO:* Member Maye reported that he attended the May 6 meeting which was held through Zoom conferencing. They discussed E-learning and the budget.

*Education Foundation and PTO Reports:* None.

*Board President Report:* President Kowalczyk said the next meeting is June 4 at 7:00 p.m. and will be held through Zoom conferencing. The meeting will be closed and is for the purpose of the Superintendent's Evaluation.

**Community Comments**

Any community member who wished to address the Board was to send an email to Superintendent Aumiller with their questions or comments. President Kowalczyk asked Superintendent Aumiller if there were any community comments. Dr. Aumiller received questions from four people. The first one was regarding the budget and Kids' Corner and Circle of Friends. Mr. Parisi, Assistant Superintendent for Finance and Operations, answered the question and stated that he had responded to the person. The next two people had questions regarding the remote learning and Superintendent Aumiller said those questions would be answered by Dr. Gorr later in the meeting. The last person inquired about the 1994 referendum and on the debt summary schedule and how many times it has been refinanced. She also wanted to know what we are paying Nicholas & Associates. Mr. Parisi said the 1994 reference was to the debt service extension base which was also the year Fairview was redone. The debt went from 1994 to 2014. He also explained that Nicholas & Associates is the District Project Manager and that 4.5% of jobs are paid to them for all the work they do as Project Manager.

**Staff Reports****1. Superintendent Report**

Superintendent Aumiller said Mr. Parisi, Assistant Superintendent for Finance and Operations, would give the Transportation Report and Dr. Mary Gorr, Assistant Superintendent for Teaching and Learning would give a Remote Learning Update.

- **Transportation**

Mr. Parisi said due to Covid 19 and the students doing remote learning, he was able to renegotiate the contract. We are paying the bus company 80% for regular routes, and no field trips or athletic bus. He said most districts in the area are doing the same. The district is giving a reimbursement to families for April and May. He said he pulled the busing fee out of the 2020-21 registration for now. Registration still asks families to sign up for busing but the district will not charge parents for busing until we know when the students will be returning. Mr. Parisi said he will contact the bus company with a proposal depending on what happens in the fall.

- **Remote Learning Update**

President Kowalczyk said administration has done an awesome job with information through remote learning. Dr. Gorr said it is an interesting time and commented that Trevor Hope and his team, Dr. Aumiller, Mr. Parisi, and Ms. Tyburski have all done so much to make this work. She said she reviews the feedback from staff and families on the remote learning. Some districts who had e-learning plans already developed had the plans for a few emergency days due to a blizzard but no one was prepared for what has happened. She said the team is looking at key indicators with staff and families about what went well and what needs work. She is forming focus groups and that some staff will be working June and July putting everything together with the feedback. A big thing now is that we are waiting to hear what the next steps are from the Governor. She said the survey showed that 72% of staff said they were very supported and 25 % said they felt supported. It will be important to hear how parents and students felt and that she is expecting to get variable responses and a lot of that has to do with the age of the students and the parent's situation. People have been positive and reasonable. Dr. Gorr answered questions from the Board regarding the timeline for the focus groups and funding for professional development. She said we need feedback to start initial planning for next year. The Board commented very positively on the work that administration did to make the last couple of months' work. President Kowalczyk commented on the recent district newsletter. She said it was a great newsletter and there was a link in it for the focus groups.

### **Consent Agenda**

President Kowalczyk said it was not necessary to pull the Minutes of the April 16 meeting because all members were present at that meeting. President Kowalczyk asked if anyone wanted any item removed but no one did. She said she reviewed the bills and said everything was in order. President Kowalczyk entertained a motion to approve the Consent Agenda. Vice President Chung moved, seconded by Member Fay, to approve the Consent Agenda as follows

Item 1. Minutes of the Regular Business Meeting of April 16, 2020 – Open Session

Item 2. Personnel Transactions

**Approve the employment and administrative contract of the following individual:**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Hire Date</u></b>	<b><u>Salary</u></b>
Susannah Wade	Assistant Principal	Lincoln	8/1/20	\$86,000/year

**Accept the resignation of the following administrative employee:**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Trevor Hope	Director of Technology	Admin	6/30/20

**Approve the employment of the following certified individuals:**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Hire Date</u></b>	<b><u>Salary</u></b>
Kourtney Arreguin	Teacher - Kindergarten	Westbrook	8/17/20	* \$58,983.00/year
Phoebe Handler	Teacher – Grade 1	Westbrook	8/17/20	* \$44,556.00/year
Christine Happ	Teacher – Music	Fairview	8/17/20	* \$54,799.00/year
Jennifer Licato	Teacher – K .5 FTE	Westbrook	8/17/20	* \$28,632.50/year

\*Salary includes Board paid TRS

**Accept the retirement of the following certified employee:**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Catherine O'Donnell	Teacher – Literacy Support	Fairview	6/3/20

**Accept the retirement of the following ESP employee:**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Janet Anderson	Instructional Assistant .5 FTE	Westbrook	6/3/20

Approve the base salary increase of the Payroll Specialist:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
Brett Frey	Payroll Specialist	Admin	7/1/20	\$55,000.00/year

- Item 3. Financial Reports – April 2020
- Item 4. Accounts Payable Bills Totaling \$363,896.35
- Item 5. Approve 2020 – 2025 District Strategic Plan
- Item 6. Approve Board of Education Meeting Dates July 1, 2020 – June 30, 2021

Roll call vote resulted as follows

Yes: Chung, Fay, Kobus, Maye, McCluskey, Rothrauff, Kowalczyk  
 No: None Motion carried.

**Unfinished Business**

None

**New Business**

2. First Read of the Following Board of Education Policies

President Kowalczyk said the Policy Committee, which consists of her, Member Kobus, and Dr. Aumiller, met on April 15 to review the policies. The policies were from the March 2020 PRESS packet. The following policies were for first read.

- 2:125 – Board Member Compensation
- 2:160 – Board Attorney
- 4:50 – Payment Procedures
- 5:35 – Compliance with the Fair Labor Standards Act
- 5:50 – Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:60 – Expenses
- 5:150 – Personnel Records
- 5:210 – Resignations
- 5:280 – Duties and Qualifications
- 6:135 – Accelerated Placement Program
- 6:235 – Access to Electronic Networks
- 6:280 – Grading and Promotions
- 7:70 – Attendance and Truancy
- 7:90 – Release During School Hours
- 7:130 – Student Rights and Responsibilities
- 7:325 – Student Fundraising Activities
- 8:10 – Connection with the Community
- 8:30 – Visitors to and Conduct on School Property
- 8:80 – Gifts to the District
- 8:110 – Public Suggestions and Concerns

President Kowalczyk asked if any Board member had any questions or wanted to discuss any policy but no one did. She said the policies would be for approval on the agenda of the June 18 meeting.

3. Approve NSSEO Budget

President Kowalczyk asked if anyone had any questions for Member Maye regarding the NSSEO Budget. She asked about IDEA funding. Mr. Parisi and Member Maye explained that the funding is still there but it does not flow through NSSEO. The federal government pays the district and then we pay NSSEO for

staff development and staffing. She entertained a motion. Member Maye moved, seconded by Member Rothrauff, to approve the NSSEO FY21 Budget. Roll call vote resulted as follows

Yes: Fay, Kobus, Maye, McCluskey, Rothrauff, Chung, Kowalczyk  
No: None Motion carried.

**Board Discussion**

None


**Closed Session**


President Kowalczyk said there was no need for closed session.

**Adjournment**

There being no further business to come before the Board, President Kowalczyk entertained a motion to adjourn the meeting. Vice President Chung moved, seconded by Member Fay, to adjourn the meeting. Roll call vote resulted as follows

Yes: Kobus, Maye, McCluskey, Rothrauff, Chung, Fay, Kowalczyk  
No: None Motion carried and the meeting adjourned at 7:44 p.m.

  
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Virginia Webster, Secretary

  
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Eileen B. Kowalczyk, President

Date of approval: June 18, 2020