

BUTLER SCHOOL DISTRICT 53  
OAK BROOK, ILLINOIS  
Administrative Center  
Butler Junior High School  
Monday, April 9, 2018  
6:30 p.m. Regular Meeting

MINUTES

Members Present: Elizabeth Chun, President; Sally Beatty, Vice President; Ahmad Sulaiman, Secretary (6:52 p.m.); James Chow; Christopher Edmonds; Lou Paskalides

Members Absent: Cabin Kim

In Attendance: Heidi Wennstrom, Superintendent; Sandra Martin, Business Manager; Amy Read, Butler Junior High Principal; Chad Prosen, Brook Forest Elementary Principal; Farheen Beg, Director of Technology; Bob Jakupi, Director of Buildings & Grounds

Dr. Chun, Board President, called the regular meeting of the Board of Education of Butler School District 53 to order in the boardroom at 6:31 p.m.

**Reception of Visitors**

Theresa Spoto, resident of Oak Brook, asked the Board of Education “why so many teachers have left and so many principals have left?” She has grandchildren that are becoming of school age and voiced her concern. Dr. Chun noted that the Board normally does not answer questions during public comments but spoke on the downshift in enrollment among other concerns as it relates to staffing needs. Dr. Wennstrom also stated that there is a presentation on the agenda addressing the Staffing Report for FY19 that will address part of her question.

Melissa Martin, resident of Oak Brook, spoke on the possibility of non-resident tuition waivers for non-resident students to fill classrooms due to decreasing student enrollment. Dr. Martin, Business Manager, informed the public and Board of Education that our State aid reimbursement per child for Butler is \$1.34.

**Approval of Agenda**

Motion by Mr. Edmonds, seconded by Mr. Paskalides to approve the agenda as presented.

ROLL CALL VOTE:

Ayes: Dr. Beatty, Mr. Chow, Mr. Edmonds, Mr. Paskalides, Dr. Chun

Nays: None

Absent: Mr. Kim, Mr. Sulaiman

***Motion carried.***

**Consent Agenda**

1. Minutes of the March 12, 2018 Regular Meeting
2. Approve FMLA for Kathy Ferrell, Secretary, Butler Junior High, anticipated April 3 – April 13, 2018

3. Approve FMLA for Laurie Murray, Teacher's Aide, Brook Forest Elementary, anticipated April 3 – April 24, 2018
4. Accept retirement/resignation of Christine Tomasino, Teacher on Special Assignment, effective at the end of 2017-2018 school year
5. Facility Usage
  - Hope AACR July 13, 14, 15, 2018, 7:30 – 3:30 p.m.
6. Financial Reports

Moved by Mr. Edmonds, seconded by Mr. Paskalides to approve the consent agenda as presented.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Paskalides, Dr. Chun

Nays: None

Abstain: Dr. Beatty

Absent: Mr. Kim, Mr. Sulaiman

***Motion carried.***

### **Board Member Comments**

There were no board member comments at this time.

### **PTO Update**

Kelly Greco, President of the PTO, thanked everyone who attended and bid at the recent adult social fundraiser, Denim is the new Black. Mrs. Greco expressed a special thanks to the chair people that worked tirelessly to make the event a success: Georgia Chulos, Anita Gatto, January Pawluk, Sheila Micelli, and Purva Shah. A big thanks to the auction announcer at the event, Marc Iozzo. The event would not be possible without our teachers, community members, staff, and our generous sponsors. There were approximately 140 people in attendance and that evening a little over \$53,000 was raised. The PTO executive board is extremely grateful to meet their 2018-2019 budget and to donate \$25,000 toward the playground projects. They are so pleased to continue in partnership with the district. Dr. Chun thanked the PTO for the continued support and partnership that makes this district so special.

### **Discussion/Presentations/Committee Reports**

#### **B&G Committee Report**

Mr. Paskalides reported that the BJH faculty lounge remodeling is moving forward. The playground project will begin the second week of June with completion expected before school begins in August. The district boardroom AV has included installation of two monitors and evaluation of the recording system and microphones. The Brook Forest handicapped lift has been reviewed and is on the agenda tonight for approval. The B&G budget has been reviewed and has been submitted and will be reviewed by the finance committee. This summer the parking lots will be resealed and restriped. Since the fields have been fixed the B&G committee is reviewing the process for rental of the soccer fields. The board discussed concerns with rental to outside groups, possible damage to the fields, and imposed rental fees. Mr. Paskalides informed the board of concerns with a current organization that is renting our facility and having an issue with student supervision during events. District 53 received a top rating for safety for facilities from SELF insurance. Buildings will be closed to staff for routine maintenance and limited construction during the summer. Summer school will be held in August.

## **Superintendent's Report District Report**

The Superintendent talked about the staffing for 2018 -2019. Dr. Wennstrom noted that the school district has been working on a strategic plan and developing action plans to leverage effective use of resources for the benefit of students to ensure community value. As it relates to the professional and support staff employed in our district, one of our initiatives is to balance the staffing with district standards and educational programs. The shift we have seen, on this day, is that we will only have two sections of kindergarten, two sections of first grade, and two sections of second grade. Dr. Wennstrom reviewed with the board the history and current staffing levels and projected needed staffing for the 2018-2019 school year at Brook Forest and Butler Junior High. Board members were provided a document related to staffing projections and positions. The board was assured that enrollment is monitored closely throughout the summer in case additional sections are needed.

## **New Student Registration System**

Farheen Beg, Director of Technology, informed the board of the new student registration system that will go live on Friday, April 13<sup>th</sup>. Packets with information will be going to the parents tomorrow. We chose to partner with PowerSchool with in-house customization. A new credit card system has been designed with the processing fee paid by parents. We are thankful for Kristen Lugo's tech system building skills. There is a very detailed registration packet that each family will receive. Walk-in assistance will be available to parents and a small group of PTO parents have piloted the new system to assure it is ready. Mrs. Beg states that she is confident it is a solid system. The early bird discount will continue and is available through May 15<sup>th</sup>.

## **FOIA (Freedom of Information Act)**

There were two FOIA requests received in the Superintendent's office since the last board meeting. Nathan Mihelich requested the names and email addresses of all teachers or administrators who are retiring in 2018. Ivan Parfenoff requested information on school resource officers employed in our district. Both FOIAs were responded to in a timely manner.

## **Brook Forest Building Report**

Dr. Prosen reported that Brook Forest is 98% complete with PARCC and Illinois Science Assessments administration. Dr. Prosen wished to thank Mrs. Beg and the Tech Team for their technical support of faculty and staff during the testing. Lisa Owen was recognized for her work as the assistant principal at Brook Forest and will be celebrated at school on April 10th. Safety procedures were reviewed with the Oak Brook Police department and staff with continuous dialogue and review of school security. There has been continued interest in the Brook Forest curriculum and Workshop Model instruction. Teachers from Kenilworth and Huntly school districts will be on site throughout the month to learn and share with our teachers. The 4<sup>th</sup> and 5<sup>th</sup> grade musical, 101 Dalmatians, is coming up on April 19<sup>th</sup>. On April 11<sup>th</sup> there will be a Science Expo for students. Health and Fitness week will take place the week of April 30<sup>th</sup> and includes Jump Rope for Heart, Dolphin Dash, and Nutritional Fair. Administrative Assistant Day is April 25<sup>th</sup> and Dr. Prosen thanked Barb Mini and Christine Grollo for their contributions to make the building run smoothly each and every day.

## **Butler Junior High Building Report**

Ms. Read thanked Alison Prochaska for her efforts as the Assistant Principal at Butler Junior High School. CC Huber was recognized from the Scholastic Art & Writing Awards where she placed in the top 1% at the national level with over 350,000 entries. Atif Kamal and Athena Koulouris were recognized at the DuPage Illinois Principal Association Breakfast for their positive contributions to Butler Junior High. Placement process documents have been updated and are online. Placement notification will start going out this week and are due May 1<sup>st</sup>. PARCC testing will start on Tuesday, April 10<sup>th</sup>. Upcoming events include school security with the Oak Brook Police, Career Day, and Welcome to 6<sup>th</sup> Grade Night. We are excited about the Ruler Training for teachers this summer through the DuPage Regional Office of Education. Ruler Training is a social and emotional skills program developed at Yale.

## **Action Items**

### **Policy Revisions and Changes – Second Reading & Adoption**

Motion by Mr. Sulaiman, seconded by Mr. Edmonds to accept policies 2050, and 2105 as presented for second reading and adoption as recommended by the Policy Committee and the Superintendent.

ROLL CALL VOTE:

Ayes: Mr. Edmonds, Mr. Paskalides, Mr. Sulaiman, Dr. Beatty, Mr. Chow, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

### **Ratify Tax Extension**

Moved by Mr. Edmonds, seconded by Mr. Chow to ratify the 2018 tax extension as prepared by the Business Manager and filed with the DuPage County Clerk on March 23, 2018.

Prior to the vote Dr. Martin provided a summary that included property values up 5%, a CPI of 2.1% and new construction for a total increase of \$277,301.00.

ROLL CALL VOTE:

Ayes: Mr. Paskalides, Mr. Sulaiman, Dr. Beatty, Mr. Chow, Mr. Edmonds, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

### **Post Issuance Tax Compliance Report**

Moved by Mr. Edmonds, seconded by Mr. Chow to approve the Post Issuance Tax Compliance Report as prepared by the Business Manager.

ROLL CALL VOTE:

Ayes: Mr. Sulaiman, Dr. Beatty, Mr. Chow, Mr. Edmonds, Mr. Paskalides, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

### **2018 Engagement Letter with Baker Tilly Virchow Krause for the 2018 Audit and Annual Financial Report**

Moved by Mr. Edmonds, seconded by Mr. Chow to approve the 2018 engagement letter with Baker Tilly Virchow Krause for the 2018 Audit and Annual Financial Report.

ROLL CALL VOTE:

Ayes: Dr. Beatty, Mr. Chow, Mr. Edmonds, Mr. Paskalides, Mr. Sulaiman, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Amended FY18 Budget**

Moved by Mr. Edmonds, seconded by Mr. Sulaiman to place the Amended FY18 Budget on public display starting May 10, 2018, and establish 6:30 p.m., June 4, 2018, in the Administrative Board Room for the public hearing

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Paskalides, Mr. Sulaiman, Dr. Beatty, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Agreement with the Proviso Township Treasurer for Financial Services for FY19**

Moved by Mr. Sulaiman, seconded by Mr. Chow to accept the agreement with the Proviso Township Treasurer for Financial Services in the amount of \$1,825 per month for FY19. After board discussion the vote was taken.

ROLL CALL VOTE:

Ayes: Mr. Edmonds, Mr. Paskalides, Mr. Sulaiman, Dr. Beatty, Mr. Chow, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Agreement with Garaventa Life**

Moved by Mr. Paskalides, seconded by Mr. Edmonds to approve the agreement with Garaventa USA, Inc. for the purchase of a platform wheelchair life for barrier free access in the amount of \$33,652.00 provided there is a minimum of a 5 year warranty

ROLL CALL VOTE:

Ayes: Mr. Paskalides, Mr. Sulaiman, Dr. Beatty, Mr. Chow, Mr. Edmonds, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Approve Contract: Farheen Beg, Director of Technology**

Moved by Mr. Edmonds, seconded by Dr. Beatty to approve the contract extension for Farheen Beg for the FY19 to FY21 school term in the amount of \$94,694 for FY19 year.

ROLL CALL VOTE:

Ayes: Mr. Sulaiman, Dr. Beatty, Mr. Chow, Mr. Edmonds, Mr. Paskalides, Dr. Chun

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Intergovernmental Agreement with Oak Brook Park District for Installation of Playground Equipment**

Moved by Mr. Paskalides, seconded by Mr. Sulaiman to approve the Intergovernmental Agreement between Oak Brook Park District and Butler School District 53 for installation of playground equipment at BJH.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Paskalides, Mr. Sulaiman, Dr. Chun

Nays: None

Abstain: Dr. Beatty

Absent: Mr. Kim

**Motion carried.**

### **Visitor/Board Member Comments**

Lindsey Bilshausen, resident of Oak Brook, spoke on class size at Brook Forest. Ms. Bilshausen expressed her concerns, stating that the ratio of 1 teacher to 22 students with an aide is critical. The importance for students that class size is low to help teach reading and math... "that has set Oak Brook apart from other districts."

### **Announcements**

Future Board of Education Meeting Dates:

Finance Committee Meeting	Monday, April 16, 2018, 5:00 p.m.
Policy Committee Meeting	Monday, April 16, 2018, 6:15 p.m.
B&G Committee Meeting	Tuesday, May 1, 2018, 7:00 a.m.
District Leadership Team Meeting	Tuesday, May 1, 2018, 4:00 p.m.
Regular BOE Meeting	Monday, May 14, 2018, 6:30 p.m.
Technology Committee Meeting	Tuesday, May 22, 2018, 7:00 a.m.

Other Important Dates:

School Improvement Day Friday, April 13, 2018

HALF-DAY STUDENT DISMISSAL

**Closed Session** according to 5 ILCS120/2(c) 1 for "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity," 2 "Collective negotiating matters or deliberations concerning salary schedule for one or more classes of employees," and 8 "Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property," and 11 "Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting."

Moved by Mr. Edmonds, seconded by Mr. Sulaiman to move into closed session at 7:38 p.m.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Paskalides, Mr. Sulaiman, Dr. Beatty, Dr. Chun

Nays: None

Absent: Mr. Kim

**Motion carried.**

**Return to open session at 9:32 p.m.**

**Action Items**

**Resolutions Authorizing Honorable Dismissal and Reassignment of Part-Time, Non-Tenured Teachers**

Moved by Mr. Edmonds, seconded by Mr. Sulaiman to approve the resolution authorizing honorable dismissal and reassignment of part-time, non-tenured teacher Dimetra Chiganos, as discussed and reviewed by the Board in closed session.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Sulaiman, Dr. Chun, Dr. Beatty, Mr. Paskalides

Nays: None

Absent: Mr. Kim

***Motion carried.***

Moved by Mr. Edmonds, seconded by Mr. Sulaiman to approve the resolution authorizing honorable dismissal and reassignment of part-time, non-tenured teacher Anne Soto, as discussed and reviewed by the Board in closed session.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Sulaiman, Dr. Chun, Dr. Beatty, Mr. Paskalides

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Resolution Authorizing Dismissal of Full-Time Teacher in Last Year of Probationary Service**

Moved by Mr. Sulaiman, seconded by Mr. Edmonds to approve the resolution authorizing dismissal of full-time, non-tenured teacher, Aubrey Ignace, as discussed and reviewed by the Board in closed session.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Sulaiman, Dr. Chun, Dr. Beatty, Mr. Paskalides

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Amend Agenda Action Item (7E)- The amended FY18 budget will be on display as of May 1, 2018**

Moved by Mr. Edmonds, seconded by Dr. Chun to amend agenda action item 7E to read, the amended FY18 budget will be on display as of May 1, 2018.

ROLL CALL VOTE:

Ayes: Mr. Chow, Mr. Edmonds, Mr. Sulaiman, Dr. Chun, Dr. Beatty, Mr. Paskalides

Nays: None

Absent: Mr. Kim

***Motion carried.***

**Adjournment**

Motion by Mr. Edmonds, seconded by Dr. Chun to adjourn the regular meeting at 9:43 p.m.

VOICE VOTE: ***Motion carried.***

Elizabeth Chun, Board President

Ahmad Sulaiman, Board Secretary

Approved at the regular Board of Education meeting on 5/14/18.