

BOARD OF EDUCATION
BUTLER SCHOOL DISTRICT 53
OAK BROOK, ILLINOIS
Administrative Center
Butler Junior High School
Monday, October 17, 2016
6:30 P.M. Regular Meeting

MINUTES

Members Present: Alan Hanzlik, President; Alan Kumar, Secretary; Liz Chun; Lou Paskalides; Todd Rusteberg
Members Absent: Hitesh Patel, Vice-President;
In Attendance: Heidi Wennstrom, Superintendent; Sandra Martin, Business Manager; Amy Read, Principal Butler Junior High; Jason Bednar, Principal Brook Forest Elementary

Alan Hanzlik, President, called the regular meeting of the Board of Education of Butler School District 53 to order in the boardroom at 6:34 P.M.

Reception of Visitors

Mr. Hanzlik welcomed visitors. There were no requests to speak.

Approval of Agenda

Motion by Dr. Kumar, seconded by Mr. Rusteberg to approve the agenda as modified.

VOICE VOTE: ***Motion Carried.***

Recognition of Rajiv Advani

Mr. Hanzlik read a resolution recognizing Mr. Advani for his five and half years of service to the students and community of Butler 53. Dr. Wennstrom thanked Mr. Advani for his years of service and stated "Only extraordinary people voluntarily tackle the enormous job of governing school districts and holding themselves accountable for achieving continued organizational excellence for all stakeholders. We also want to thank Raj's family, Renu, Anisha, and Sachin." Ms. Owen and Mrs. Marinier read a poem on behalf of the staff recognizing Mr. Advani and thanking him for his service.

Public Hearing

Conduct Public Hearing on Intent to Effect Interfund Transfer

Motion by Mr. Hanzlik, seconded by Mrs. Chun to conduct the public hearing on the intent to effect interfund transfer.

VOICE VOTE: ***Motion Carried.***

Dr. Martin invited the community to ask any questions regarding the transfer of \$600,000 from the Educational Fund to the Operations and Maintenance Fund and then from the Operations

and Maintenance Fund to the Capital Projects Fund. The purpose is to pay for the new security system and the furniture at Brook Forest.

Motion by Mr. Hanzlik, seconded by Dr. Kumar to adjourn the public hearing on the intent to effect interfund transfer.

VOICE VOTE: **Motion Carried.**

Approval of Agenda

1. Minutes of the August 8, 2016 Regular Meeting
2. Minutes of the August 8, 2016 Closed Meeting
3. Minutes of the August 15, 2016 Special Meeting
4. Minutes of the August 15, 2016 Closed Meeting
5. Minutes of the August 17, 2016 Special Meeting
6. Minutes of the August 31, 2016 Special Meeting
7. Minutes of the August 31, 2016 Closed Meeting
8. Approve employment of Luan Sulo, District Maintenance, effective Monday, October 17, 2016, pay rate of \$16.00 per hour.
9. Approve employment of Alfredo Torres, Sr., District Maintenance, effective Monday, October 17, 2016, pay rate of \$16.00 per hour.
10. Approve 12 week FMLA leave request of Shannon Binenfeld, Special Education Teacher, Brook Forest Elementary, beginning in December 2016
11. Approve Leave of Absence request of Shannon Binenfeld, Special Education Teacher, Brook Forest Elementary, through the end of the 2016-2017 school year
12. Accept resignation from Dan Kekstadt, District Custodian, effective at the end of the day on Thursday, October 6, 2016
13. Accept resignation from Linda Greco, Teacher's Aide, Butler Junior High, effective at the end of the day on Wednesday, October 26, 2016
14. Facility Use
 - PTO - Basketball Skills Camp (10/12,13,14,17,18,19,20,21)
 - Cub Scout Den Meetings (10/13,12/15,1/19,2/16,3/16,4/20,4/17)
 - PTO - Mother & Son Dance (11/11)
 - Cub Scout Pack Meetings (11/18,12/16,1/20,2/20,3/17,4/21)
15. Financial Reports

Motion by Dr. Kumar, seconded by Mrs. Chun to approve the consent agenda as presented.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Board Member Comments – Mr. Hanzlik corrected an article in the Oak Brook Civic Association newsletter that stated a cost per pupil in Oak Brook more than twice the actual figure. Mr. Hanzlik stated, "The Illinois State Board of Education does a calculation to estimate the operating expense per pupil and it is available at <http://www.illinoisreportcard.com>." The

information will also be available on the district website. (www.butler53.com). Dr. Martin will be writing a letter to request a correction in the next Oak Brook Civic Association newsletter.

School Organization Reports – PTO President, Rahma Hasan, reports that there is a Mother and Son dance coming up on November 11th. Trunk or Treat and parties will be held on October 28th. Programs for this year will include yoga club, a cooking club, and a STEAM club.

Discussion/Presentations/Committee Reports

8 Keys of Excellence - Mrs. Kuethe, Teacher from Brook Forest, provided a review of the 8 Keys of Excellence that are currently being used this school year with students and staff at Brook Forest. Mrs. Kuethe explained the principles and demonstrated the hand/body movements of each key that include: Integrity, Failure Leads to Success, Speak with Good Purpose, This Is It!, Commitment, Ownership, Flexibility, and Balance.

Master Facility Plan FY17-FY21 – Dr. Martin reviewed a copy of the master facility plan starting with the FY17 school year. The biggest item that needs to be done is the replacement of the Brook Forest roof. Other items for replacement include the courtyard and teacher’s lounge update at Butler Junior High. Projects will be prioritized on fund availability.

Lead Testing – Dr. Wennstrom informed the Board that Mr. Jakupi worked with Suburban Laboratories and tested 12 samples that were returned with a rating of “ND”. ND equals not detected at the reporting limit. The Board directed Mr. Jakupi to set a schedule for routine lead testing with an independent agency every other year.

LADSE – Dr. Martin updated the Board that District 102 will be leaving the Special Education cooperative. No vote is required by the Board at this time. LADSE and services provided were discussed by the Board and administration.

Finance Committee Report – Mr. Hanzlik referred the Board to the minutes included in the Board packet with highlights on the FY17 Financial Assumption for Projections, Architecture recommendation, the Master Facility plan, and the Audit.

B&G Committee Report – Mr. Paskalides referred the Board to the minutes as most of the topics have already been covered by Dr. Martin and Mr. Jakupi in presentations.

DLT Committee Report – Mrs. Chun updated the Board on the discussion of food in the schools and a revised food policy recommendation in the future. The DLT committee also discussed early dismissal and a staggered release time for both schools.

Superintendent’s Report

FOIA Requests – The Superintendent shared with the Board the two FOIA requests received since the last Board meeting. The FOIAs were received from Mary Zellers of Impact Networking and Katherine Smyser of NBC Chicago.

Principal Appreciation— Dr. Wennstrom celebrated Ms. Read, Mr. Bednar, Ms. Owen, and Mrs. Marinier for their leadership as part of National Principal Appreciation Month. Dr. Wennstrom’s remarks included, “Principals build the culture that values each and every student and staff member. In D53, our principals and assistant principals ensure that others amplify their voices and fulfill their greatest potential. On behalf of the Board of Education and myself: Thank you for all you do to build the future we will all share!”

Effective Parent Communication Norms and Volunteer Guidelines—Dr. Wennstrom presented the final draft of the Parent Communication Norms and Volunteer Guidelines that will be voted on later in the action items. Dr. Wennstrom is hopeful as we have had some successes with parents that have turned around their interactions with staff with positive actions.

Brook Forest Building Report – Mr. Bednar informed the Board that parent visitation went well at Brook Forest. Mr. Bednar stated, “ that the afternoon in the building was dedicated to school improvement and that Dr. Wennstrom’s support of staff and providing what teachers need is extremely appreciated.”

Butler Junior High Report – Ms. Read shared the wonderful three day Philadelphia trip. Ms. Read explained, “three days of non-stop connection to the classroom, we have the same tour guides that know our group and know to be on the ball. Our kids have fascinating questions and have stumped several of our tour guides.” Ms. Read updated the Board on parent teacher conference registration, “Sign-up is going very well with several spots still available.”

Action Items

Resolution for the Transfer of Educational Fund to the Operations and Maintenance Fund in the Amount of \$600,000.

Motion by Dr. Kumar, seconded by Mr. Rusteberg to approve the transfer resolution from the Educational Fund to the Operations and Maintenance Fund in the amount of \$600,000 as recommended by the Business Manager.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Resolution for the Transfer of Operations and Maintenance Fund to the Capital Projects Fund in the Amount of \$600,000.

Motion by Dr. Kumar, seconded by Mrs. Chun to approve the transfer resolution from the Operations and Maintenance Fund to the Capital Projects Fund in the Amount of \$600,000.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Approve proposed site work by The Lombard Company in the amount of \$29,036.
Motion by Dr. Kumar, seconded by Mr. Rusteberg to approve the proposed site work by The Lombard Company and approve payment of \$29,036 upon completion.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Approve contract with Wold Architects

Motion by Dr. Kumar, seconded by Mr. Rusteberg to approve a contract with Wold Architects subject to attorney's review and approval.

Dr. Martin updated the Board regarding the current four year relationship with FGM Architects and their superior work over the years. Reviewing upcoming maintenance projects and in-depth evaluation of fees we have decided to work with Wold Architects for this coming summer.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Approve IT Room Cooling for Brook Forest Elementary

Motion by Dr. Kumar, seconded by Mr. Rusteberg to approve the proposed IT Room Cooling work by C. Acitelli Heating & Piping Contractors and approve payment of \$15,113 upon completion.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Prior to the next action item Dr. Martin explained that due to the addition of hard surfaces we have a need to secure help with snow removal at Butler Junior High this year.

Approve Snow Plowing

Motion by Dr. Kumar, seconded by Mrs. Chun to approve the proposed snow plowing agreement with Polar Group, LLC as described in their contract in the amount of \$1600 monthly with no cap, pending review and approval of our attorney.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Approve Effective Parent Communication Norms

Motion by Dr. Kumar, seconded by Mrs. Chun to approve the Effective Parent Communication Norms as recommended by the Superintendent with input from the Parent Teacher Organization and the District Leadership Team.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Mr. Hanzlik wanted it noted in the minutes that “there is a value in having communication norms with the community. We are obligated to provide a harassment free work environment for our staff. Upon approval of these norms the District will be diligent with follow-up.”

Approve Becoming a Successful School Volunteer: District 53 Parent Volunteer Guidelines
Motion by Dr. Kumar, seconded by Mrs. Chun to approve the document on Becoming a Successful School Volunteer: District 53 Parent Volunteer Guidelines as recommended by the Superintendent with input from the Parent Teacher Organization and the District Leadership Team.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Announcements

Future Board of Education Meeting Dates:

Technology Committee Meeting	Thursday, October 27, 2016, 4:00 p.m.
DLT Committee Meeting	Tuesday, November 1, 2016, 4:00 p.m.
B&G Committee Meeting	Thursday, November 3, 2016, 7:00 a.m.
Policy Committee Meeting	Monday, November 14, 2016, 5:00 p.m.
Regular Meeting	Monday, November 14, 2016, 6:30 p.m.

Other Important Dates:

BJH End of 1st Quarter	Friday, October 21, 2016
BF - Red Ribbon Week	October 24 – 28, 2016
BF - End of First Trimester	Friday, October 28, 2016
Halloween Parties & Parade	Friday, October 28, 2016
PTO - Trunk or Treat	Friday, October 28, 2016
Bandamonium @ HCHS	Friday, October 28, 2016 4:00 p.m.
Parent Education Workshop	Wednesday, November 2, 2016
Preschool Screening	Thursday, November 3, 2016
School Improvement Day	Friday, November 4, 2016
Students Dismissed at 11:50 a.m.	

BJH Parent Visitation Day	Friday, November 4, 2016, 8:30 - 11:50 a.m.
ILMEA Band/Choir Festival	Saturday, November 5, 2016, 7:15 a.m. - 4:00 p.m.
BF & BJH Parent Teacher Conf.	Thursday, November 10, 2016, 4:00 p.m. - 8:00 p.m.
PTO Meeting	Friday, November 11, 2016, 9:00 a.m.
PTO Mother-Son Dance	Friday, November 11, 2016, 6:00 p.m.

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,” 3 for “The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance,” 10 for “The placement of individual students in special education programs and other matters relating to individual students,” 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 probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.”

Motion by Dr. Kumar, seconded by Mr. Rusteberg to move into closed session at 7:47 P.M.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Rusteberg, Mr. Hanzlik

Nays: None

Absent: Dr. Patel

Motion carried.

Returned to Open Session at 9:59 P.M.

Action Item

Appointment of Interim to the Butler School District 53 Board of Education

Motion by Dr. Kumar, seconded by Mrs. Chun to approve appointment of Mr. Ahmad Salumain to the District 53 Board of Education to fill the Interim Board vacancy created by the resignation of Rajiv Advani.

ROLL CALL VOTE:

Ayes: Mrs. Chun, Dr. Kumar, Mr. Paskalides, Mr. Hanzlik

Nays: None

Absent: Dr. Patel, Mr. Rusteberg

Motion carried.

Adjournment - Motion by Mr. Hanzlik, seconded by Mrs. Chun to adjourn the regular meeting at 10:00 P.M.

VOICE VOTE: **Motion carried.**

Mr. Alan Hanzlik, Board President

Dr. Alan Kumar, Board Secretary

BOE approved at the regular meeting of 11/14/16.