

BOARD OF EDUCATION
BUTLER SCHOOL DISTRICT 53
OAK BROOK, ILLINOIS
Administrative Center
Butler Junior High School
Monday, May 8, 2017
6:30 p.m. Regular Meeting

MINUTES

Members Present: Elizabeth Chun, President; Ahmad Sulaiman, Secretary; James Chow; Christopher Edmonds; Cabin Kim; Lou Paskalides
Members Absent: Sally Beatty, Vice President
In Attendance: Heidi Wennstrom, Superintendent; Amy Read, Principal Butler Junior High; Lisa Owen, Brook Forest Assistant Principal; Sandra Martin, Business Manager

Dr. Chun, Board President, called the regular meeting of the Board of Education of Butler School District 53 to order in the boardroom at 6:32 p.m.

Reception of Visitors –

Michelle Edmonds, parent, inquired about school fields and if they need to be graded again. “How do we guarantee work from contractors we choose so we are not spending money unnecessarily or duplicating spending?” Mr. Paskalides provided an update that has been previously communicated since the work was done 2 years ago. The district administration is working hard to hold Abbey Paving accountable for project completion in alignment to bid specifications.

Kathy Schooley, parent, spoke on splitting the roll of Assistant Principal and Student Services Director. Mrs. Schooley expressed her support of a full time Student Services Director in the future.

Rahma Hasan, parent, spoke on behalf of the parents of IEP students who have expressed concerns about the opening for a Student Services Director. “They would like someone that is devoted to their kids.” There has been an increase in the needs of special needs students.

Kelly Greco, parent and PTO President, expressed concerns she has heard from parents with students in the special services program. “They don’t know who to talk to regarding their concerns.” Dr. Wennstrom clarified that tonight the board would be voting on the job description for a Director of Student Services. The Board and administration plan to increase services not about reducing services.

Approval of Agenda

Mr. Edmonds requested that the minutes of the April 10, 2017 closed meeting be removed from the consent agenda and voted on separately. Motion by Mr. Sulaiman, seconded by Mr. Kim to approve the agenda as modified.

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

Board Member Comments – Mr. Sulaiman thanked everyone who came today to speak regarding the special services program and for sharing their concerns with the board.

Consent Agenda

- Minutes of the April 10, 2017 Regular Meeting
- Minutes of the April 10, 2017 Closed Meeting
- Principal Job Description
- Reading Specialist Job Description
- Advanced Learning Facilitator Job Description
- District Title Plan
- Financial Reports

Motion by Mr. Edmonds, seconded by Mr. Sulaiman to approve the consent agenda as modified.

ROLL CALL VOTE:

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

Nays: None

Absent: Dr. Beatty

Motion carried.

School Organization Report – Rahma Hasan welcomed new board members and introduced the new PTO President for 2017-2018 school year, Kelly Greco. Mrs. Hasan announced the Bike Rodeo on May 26th where Oak Brook police will be registering bikes on site. The Mother/Daughter tea was wonderful.

Discussion/Presentations/Committee Reports

Special Education Administration - Dr. Wennstrom provided district background on the past special education program and the position of a special services director. Dr. Wennstrom recommended that a full time administrator is needed at this time due to the increase in special service needs. The Superintendent believes that a 1.0 full time position is needed to establish protocols and monitor student progress, effective allocation of resources, to work cooperatively with building administration, enhance our multi-tier systems of support, expanded administration for 504 plans, oversee the early childhood program, and to advance the great need for parent communication. The board asked questions of the administration regarding this position, past practices, and the assistant principal opening at Butler Junior High.

Extra Duty Stipends - Dr. Chun explained that the spreadsheet of extra duty stipends, which was included for board review, is currently part of the OBEA negotiated contract. The board asked questions regarding cost and units for improved clarification.

Building & Grounds Committee Report – Mr. Paskalides updated the board on the 2015 field issues. At BJH the contractor has added the topsoil and sprinkling has been set up. After 4 weeks the field will be aerated and seeded. At Brook Forest we have concrete that is flaking and it will be replaced. There has been some settling around the drains that will be looked at and addressed with topsoil. We are working with the

technology staff to do wiring for the smartboards and other classroom technology. We are replacing the roof and exhaust units at Brook Forest this summer. Work will begin on June 7th. The last day for teachers in the building will be June 9th. At BJH there will be work on the courtyard and STEM lab this summer. As soon as the play is over the maintenance team will be setting up for the 8th grade graduation. The end of the year check out has been established. The teachers and staff have been informed of the checkout list. The AC roof top unit has to be replaced at Brook Forest at a cost of \$5,000.

DLT Committee Report – Dr. Chun informed that board that the most discussed topic was the professional development software. The new software will help to consolidate professional development and training in the district that will make it easier to document for certification. A summary of the DLT accomplishments from last year include the allergy and concussion committees meeting and providing guidelines, discussion and decision on staggering half-day dismissal time for students, elimination of Good Morning Brook Forest for a better parent visitation day, discussion on report cards, parent visitation norms, visitor guidelines, curriculum vetting and more.

Superintendent's Report

FOIA (Freedom of Information Act) - There has been one FOIA request received in the office of the Superintendent. Mr. Matthew Gugala, from Workforce Development, SMART Local 25. Mr. Gugala is requesting information for the new construction, renovation and/or maintenance work planned for any building owned or leased by the district. Such as the BF roof project and BJH courtyard.

Teacher & Staff Appreciation Week – Dr. Wennstrom expressed her sincere appreciation and thankfulness to work with such a dedicated and passionate staff. “Our staff is truly extraordinary and I feel blessed to work with them.” National Education week is next week and we will recognize our staff with Butler Tote umbrellas.

Brook Forest Building Report - Lisa Owen, Assistant Principal, reviewed the busy past month that included: Science Expo, PARCC testing, Health & Fitness Week, Dolphin Dash, Nutrition Fair, recognition ceremony, and Music Man play. Coming up there will be a band concert, Feed My Starving Children, kindergarten roundup, 2-5 PARCC testing and 5th grade Springfield trip.

Butler Junior High Report - Amy Read, Principal, shared highlights from BJH that include: Science Olympiad, NUMATS awards with WSCAE, conference track meet, social emotional learning and MAP testing.

Action Items

Board Roles & Committee Assignments

Mr. Chow volunteered to serve on the technology committee.

Motion by Dr. Chun, seconded by Mr. Edmonds to approve the board roles & committee assignments as assigned by the board president.

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

Board Meeting Dates and Times

Motion by Dr. Chun, seconded by Mr. Edmonds to approve the board meeting dates and times through June 2018.

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

Policy Revisions and Changes - First Reading

- Policy 1037 – Board Member Development
- Policy 1130 – Access to District’s Public Records
- Policy 1210 – School Board Meeting Procedure
- Policy 1401 – Family and Medical Leave Policy
- Policy 3405 – Accounting and Audits
- Policy 3413 – Purchases and Contracts
- Policy 4001 – Hiring Process and Criteria
- Policy 4017 – Student Teachers
- Policy 4075 – Equal Employment Opportunity and Minority Recruitment
- Policy 4340 – Leaves of Absence
- Policy 4715 – Staff Development Program
- Policy 5116 – Sick Days, Vacation, Holidays, and Leaves
- Policy 6015 – Attendance and Truancy
- Policy 6120 – Free and Reduced Price Food Services
- Policy 6360 – Administering Medicines to Students
- Policy 6945 – Student Support Services
- Policy 6955 – Restrictions on Publications – Elementary Schools
- Policy 6956 – Exemption from Physical Education
- Policy 7007 – School Wellness
- Policy 7225 – Student Testing and Assessment Program
- Policy 8008 – Facility Management and Building Programs
- Policy 8070 – Accommodating Individuals with Disabilities
- Policy 8108 – Visitors to and Conduct on School Property
- Policy 9015 – Relations with Other Organizations and Agencies

Moved by Dr. Chun, seconded by Mr. Sulaiman to accept policies 1037, 1130, 1210, 1401, 3405, 3413, 4001, 4017, 4075, 4340, 4715, 5116, 6015, 6120, 6360, 6945, 6955, 6956, 7007, 7225, 8008, 8070, 8108, 9015 as presented for first reading, and place on the June meeting agenda for second reading and adoption as recommended by the Policy Committee and the Superintendent.

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

Amended FY17 Budget

Motion by Dr. Chun, seconded by Mr. Edmonds to accept the amended FY17 budget for display purposes and establish 6:30 p.m., June 19, 2017, in the Administrative Board Room for public hearing.

ROLL CALL VOTE:

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

Nays: None

Absent: Dr. Beatty

Motion carried.

Resolution Calling a Public Hearing on Intent to Effect Interfund Transfer

Motion by Dr. Chun, seconded by Mr. Edmonds to approve the resolution calling a public hearing on intent to effect interfund transfer and directing the notice of such intention to be published in the manner provided by law.

ROLL CALL VOTE:

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

Nays: None

Absent: Dr. Beatty

Motion carried.

Employment Contract for Dr. Chad Prosen

Motion by Mr Edmonds, seconded by Mr. Paskalides to approve the employment contract for Dr. Chad Prosen, Principal, Brook Forest Elementary, in the amount of \$138,000 for 2017-2018 school year. (2 year contract)

ROLL CALL VOTE:

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

Nays: None

Absent: Dr. Beatty

Motion carried.

Extra Duty Positions and Pay

Motion by Dr. Chun, seconded by Mr. Paskalides to approve extra duty positions and pay as recommended by the extra duty committee and OBEA contract.

ROLL CALL VOTE:

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

Nays: None

Absent: Dr. Beatty

Motion carried.

Director of Student Services Job Description

The board discussed the posting of the Director of Student Services position as a full-time position with the Assistant Principal position posted as part time.

Motion by Dr. Chun, seconded by Mr. Chow to approve the director of student services job description.

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

Michelle Edmonds was recognized by the President. Mrs. Edmonds welcomed the new Principal and stressed the importance of retaining outstanding staff members.

Minutes of the April 10, 2017 Closed Meeting

Motion Dr. Chun, seconded by Mr. Sulaiman to approve the minutes of the April 10, 2017 closed meeting.

ROLL CALL VOTE:

Ayes: Mr. Kim, Mr. Paskalides, Mr. Sulaiman, Dr. Chun

Nays: None

Abstain: Mr. Chow, Mr. Edmonds

Absent: Dr. Beatty

Motion carried.

Announcements

Future Board of Education Meeting Dates:

Policy Committee Meeting Monday, June 19, 2017, 5:00 p.m.

Regular Meeting Monday, June 19, 2017, 6:30 p.m.

Other Important Dates

School Improvement Day Friday, May 26, 2017

Student Dismissal at 11:50 a.m.

Memorial Day – NO SCHOOL Monday, May 29, 2017

8th Grade Graduation Wednesday, May 31, 2017, 5:00 p.m.

Last Day of School Monday, June 5, 2017

Motion by Mr. Kim, seconded by Mr. Sulaiman to move to 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,” 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.”

ROLL CALL VOTE:

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

Nays: None

Absent: Dr. Beatty

Motion carried.

Adjourn to Closed Session: 7:57 p.m.

Return to Open Session: 9:55 p.m.

Adjournment

Motion by Mr. Edmonds, seconded by Mr. Kim to adjourn the regular meeting at 9:55 p.m.

VOICE VOTE: **Motion carried.**

Elizabeth Chun, Board President

Ahmad Sulaiman, Board Secretary

BOE approved at the regular meeting on 6/19/17.