

BUTLER SCHOOL DISTRICT 53
OAK BROOK, ILLINOIS
Administrative Center
Butler Junior High School
Monday, August 14, 2017
6:30 p.m. Regular Meeting

MINUTES

Members Present: Elizabeth Chun, President; Sally Beatty, Vice President; Ahmad Sulaiman, Secretary; James Chow; Christopher Edmonds; Cabin Kim; Lou Paskalides

In Attendance: Heidi Wennstrom, Superintendent; Sandra Martin, Business Manager; Amy Read, Butler Junior High Principal; Chad Prosen, Brook Forest Elementary Principal

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.

Approval of Agenda

Motion by Mr. Edmonds, seconded by Mr. Chow to approve the agenda as presented.
VOICE VOTE: ***Motion carried.***

Consent Agenda

1. Minutes of the July 10, 2017 Special Meeting
2. Minutes of the July 10, 2017 Closed Meeting
3. Accept resignation of Catherine Heidrich, Teacher's Aide, Brook Forest Elementary, effective July 19, 2017
4. Accept resignation of Jessica Radek, Library Media Center Teacher, Brook Forest Elementary, effective July 19, 2017
5. Accept resignation of Brittany Ruttenberg, Registrar/Student Database, District Office, effective July 25, 2017
6. Accept resignation of Danielle Fritsche, PE Teacher (.17 FTE)/PE Aide (.83 FTE), Butler Junior High, effective July 28, 2017
7. Approve employment of Courtney Whittaker, Reading Resource Teacher, Brook Forest Elementary, at \$64,102.00 for the 2017-2018 school year
8. Approve employment of Kristen Lugo Mendez, Registrar/Student Database, District Office at \$20.50 per hour, as of August 8, 2017
9. Approve employment of Christine Tomasino, Curriculum & Instruction Specialist, District Office, at a base salary of \$65,990.00 (with addition of up to 23 days in 2017-2018 at a daily rate above teacher contract of 181 days paid per diem)
10. Approve employment of Alison Prochaska, Assistant Principal, Butler Junior High, in the stipend amount of \$6,500 for the 2017-2018 school year
11. Approve employment of Antonina Sproch, Special Education Resource Teacher, Brook Forest Elementary, at \$60,502.00 for the 2017-2018 school year
12. Approve employment of Scott Thesen, Technology/STEM Teacher, Brook Forest Elementary, at \$65,990.00 for the 2017-2018 school year
13. Semi-annual review of closed session minutes and audiotapes

- Board determination that need for confidentiality still exists as to all closed meeting minutes not previously made available for public inspection
- Approval of destruction of audiotapes of closed meetings held on the following dates: 1-13-14, 1-30-14, 2-10-14, 3-10-14, 3-14-14, 4-14-14, 4-21-14, 4-24-14, 5-12-14, 7-14-14, 8-11-14, 10-20-14, 11-17-14, 12-8-14

14. Facility Use Requests

- Girl Power Yoga – BF 11/1 – 12/13
- Chess Scholars – BF 9/11 – 2/26
- Sticky Fingers – BF 9/12 - 2/13
- Bricks 4 Kidz –BF 11/6 – 4/30
- TinkerWorks – BF 11/10 – 4/27
- Dong Fang Performance Arts – BJH 9/16

15. Financial Reports

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

ROLL CALL VOTE: ***Motion carried.***

Board Member Comments

Dr. Chun welcomed all new hires and expressed it was great to see everyone back for a new school year. Dr. Beatty inquired if exit interviews were part of the HR process and if data could be shared with the board. Dr. Beatty asked what the procedure was for facility requests. Dr. Beatty asked why the Kindergarten Meet and Greet was not on the calendar.

Discussion/Presentations/Committee Reports

Construction Update – Dr. Martin informed the board that the Brook Forest roof is complete and the last scan of the new roof showed no leaks. The classrooms have been reassembled and staff was welcomed back into the building today to prepare their classrooms for the new school year. At Butler Junior High the fields are completed and ready for athletics, the courtyard has been finished, and the STEM lab is awaiting furniture. Environmental testing will continue to be monitored on a regular basis.

Student Enrollment - Dr. Wennstrom reviewed with the board the student enrollment figures, highlighting the enrollment in kindergarten. The board recommended that the current kindergarten staffing remain as planned with two sections.

Finance Committee

Mr. Edmonds spoke on the current proposed FY18 budget that includes a projected deficit. The budget is currently on display for public review. There will be a hearing on the final FY18 budget at the September 11th board meeting.

Policy Committee

Mr. Sulaiman updated the board on the policy meeting of June 19th and August 14th. The board will receive a packet for 1st reading at the September 11th board meeting.

Superintendent’s Report

FOIA (Freedom of Information Act)

There have been two FOIA requests received in the office of the Superintendent. Janie Jordan, from Data Research Partners requested all district employee first and last names, email addresses, title/positions, and primary location. The response was sent within the allotted timeframe. Jenna Reeve from Edge Point requested all uncashed checks/warrants, and an accounting of any unclaimed funds which have not been escheated to the state. After a call from the business manager Ms. Reeve withdrew her request.

New Teacher Orientation

Dr. Wennstrom provided the board with an overview of the New Teacher Orientation that took place today. New teachers, administrators, mentors, and OBEA officials met to share district information and provide the “must knows” for a successful start in Butler District 53.

Back to School Institute FY18

Dr. Wennstrom shared the three days of training scheduled for the certified staff on Wednesday through Friday of this week. District information will be provided to staff on professional growth, impact student learning, business office overview, energizing your teaching & learning toolkit and a Quantum Learning presentation on Classroom Culture & Management. Both principals held staff meetings on Friday with time for teachers to prepare their classrooms for student arrival on Monday.

Healing Fields

Lisa Owen provided an overview of the many events planned by the Village of Oak Brook to honor the victims of 9-11. Both Brook Forest and Butler Junior High will take part in the Red, White, and Blue Run on Thursday, September 7th. We are honored to partner with the OBPD to support this meaningful community event.

Action Item

Renewal of Dental, Life, and LTD Insurance

Motion by Dr. Beatty, seconded by Mr. Edmonds to approve the renewal of dental insurance with Lincoln Financial, life and LTD insurance with Dearborn National from October 1, 2017 until December 31, 2018, as recommended by the Business Manager.
ROLL CALL VOTE:

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

Nays: None

Motion carried.

Resolution Authorizing the Treasurer to Place School Funds

Motion by Mr. Edmonds, seconded by Mr. Chow to approve the resolution to authorize the treasurer to place school funds for the purpose of investments in: Northern Trust, MB Financial, Illinois Funds, Signature Bank, PMAA Financial/Illinois School District Liquid Asset Fund Plus, Associated Bank, Illinois Metropolitan Investment Fund, Evergreen Bank, and Citibank.

ROLL CALL VOTE:

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

Nays: None

Motion carried.

Jasculca Terman Contract Extension

Motion by Mr. Chow, seconded by Mr. Paskalides to approve the contract extension with Jasculca Terman through June 30, 2018.

ROLL CALL VOTE:

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

Nays: None

Motion carried.

Announcements

Future Board of Education Meeting Dates:

Regular Meeting

Monday, September 11, 2017, 6:30 p.m.

Regular Meeting

Monday, October 16, 2017, 6:30 p.m.

Other Important Dates:

Teacher Institute Days

August 16 – August 18, 2017

First Day of Class

Monday, August 21, 2017

Labor Day –NO SCHOOL

Monday, September 4, 2017

PTO Update

Dr. Wennstrom introduced Kelly Greco, PTO President, and Mary Beth Joutras, Brook Forest PTO Vice President. Mrs. Greco expressed her excitement for the coming school year and informed the board of the upcoming Tissues and Tea on August 21st for kindergarten and new student parents. The tea will be held after morning drop-off from 9:00 a.m. to 10:30 a.m. at the home of Mrs. Greco.

Motion by Mr. Kim, seconded by Dr. Beatty 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. Paskalides, Mr. Sulaiman, Dr. Beatty, Mr. Chow, Mr. Edmonds, Mr. Kim, Dr. Chun

Nays: None

Motion carried.

Adjourn to Closed Session:7:15 p.m.

Return to Open Session: 10:19 p.m.

Strategic Plan Update

A strategic plan update was not scheduled for the August 14th board meeting. Dr. Wennstrom informed the board that the administrative team has met once to discuss the strategic plan. August has been an extremely busy month given personnel hiring and our extenuating facility issues at Brook Forest. The administrative team has been focused on the opening of school. The administrative team will draft strategic goals. The Superintendent stressed the importance of including administrators, staff, and the school community in the creation of the strategic plan to create shared vision. She indicated that top down strategic plans are more difficult to implement especially in districts like Butler 53 where stakeholders are used to having a voice. She expressed the importance of the K-8 staff having input into the educational plan. It has been a struggle to identify metrics on the national and state ranking goal. Mr. Edmonds stated “the national/state ranking was in curriculum, not test scores and additional assessments.” The board expressed a desire for iterate feedback along the process of metrics for the strategic plan and timeline. Dr. Chun and Mr. Edmonds were identified as board members who will serve as a resource for the Superintendent. Dr. Chun requested additional status reports with administrators moving forward. Dr. Wennstrom said her team would have a status report prepared for the September board meeting. Mr. Edmonds suggested key performance indicators.

Policy Issue

Mr. Edmonds opened discussion with the board on the concussion policy. The policy committee was questioning the use of physicians or a certified sports physician for the evaluation of students with possible concussions. Clarification of what is required would allow the policy committee to construct the best policy for the students of the district.

Adjournment

Motion by Mr. Kim, seconded by Mr. Chow to adjourn the special meeting at 11:41 p.m.
VOICE VOTE: ***Motion carried.***

Elizabeth Chun, Board President

Ahmad Sulaiman, Board Secretary

BOE approved at the regular meeting on 9/11/17.