Board of Education Meeting Minutes November 12, 2018

Call to Order

Board Vice President Jodi Krause called the meeting of the Board of Education to order at 7:00 p.m. in the Administration Service Center boardroom, 28W250 St. Charles Road, West Chicago, Illinois 60185.

Roll Call

In attendance were Members Jodi Krause, Jack Buscemi, Dennis Peterson (via phone), Anna Taylor, Lisa Willuweit, Tammy Mastroianni (7:12 p.m. via phone); and Board President Engstrom – absent; Superintendent Dr. Philip Ehrhardt; Business Manager, Dr. Shelley Clark, Evergreen Elementary School Principal, Laura Pfadenstiel; Benjamin Middle School Principal, Mike Fitzgerald; Recorder Jennifer Szabo, and members of the staff and community whose signatures are filed with these minutes.

Pledge of Allegiance

Board Vice President Krause and Evergreen Safety Patrol led in the Pledge of Allegiance.

Approve Agenda

Member Taylor moved and Member Buscemi seconded to approve the agenda as presented. On a roll call vote, Members Peterson, Taylor, Willuweit, Krause, Buscemi– aye. Member Engstrom and Mastroianni - absent. Motion carried.

Board Salutes

2018 Chicago Tribune’s “Top Work Places”- Benjamin School District 25 has been named one of the Chicago Tribune’s “Top Workplaces” for 2018, which is the second year in a row. Board President Engstrom and Dr. Ehrhardt attended the recognition event on November 1, 2018 on behalf of the district. Dr. Ehrhardt reported on the event and highlighted Benjamin School District 25 is number twenty on the small business list. The 2018 Top Work Place award was presented to the board and will be displayed in the Administration Center.
Veterans Day Program Leaders – The board recognized Melissa LaMantia and Ruth Morgano for educating the students about the sacrifices and noble efforts put forth by veterans to ensure our democracy. The programs also honored veterans who attended and were introduced to the students.

Approve Drafts of Minutes

Approve Draft of Regular Meeting Minutes of October 9, 2018 - Member Willuweit moved and Member Taylor seconded to approve the minutes as presented. On a roll call vote, Members Peterson, Taylor, Willuweit, Krause, and Buscemi – aye. Member Engstrom and Mastroianni – absent. Motion carried.

Superintendents Report

School Board Member Appreciation – To recognize the outstanding efforts of the board members of the nearly 6,000 elected school board members throughout the state, November 15, 2018 is designated as “School Board Members Day” in Illinois. The theme for this year’s School Board Member Day is “Sharing the Vision.” You work tirelessly to ensure all students are provided with the opportunity for a successful education. You dedicate your time not for a paycheck or recognition, but to ensure continual growth and progress for our community and the lives of the families of Benjamin School District 25. This evening we recognize you, our School Board Members: Jack Buscemi, Vince Engstrom, Jodi Krause, Tammy Mastroianni, Dennis Peterson, Anna Taylor, and Lisa Willuweit! Board members received a book dedicated to them for the Evergreen Elementary School library. Also, they received the framed Blue Ribbon Award signed by the Evergreen School faculty.

Evergreen Safety Patrol - Fourth grade students from Evergreen School’s Safety Patrol were honored for their efforts in keeping their fellow classmates safe before school, during lunch breaks, and after school. Principal Laura Pfamenstiel and Julie Martinez introduced the Safety Patrol students. The Board recognized the students with a token gift.

Audit Draft Report 2018 Presentation – Mathieson, Moyski-Austin & Co., LLP – Mike Moyski from the auditing firm Mathieson, Moyski-Celer presented the annual audit report. The board received the auditor’s Management Letter and the complete Audit Report. The Board will be asked to consider approving the Audit Report Draft under Action Items since the audit needs to be finalized pending the state providing clarification.

EL Presentation – Betty Nordengren provided an overview of the EL program which continues to grow. She showed a video which depicts how the program impacts our students and shared there are approximately 20 languages spoken.

National Blue Ribbon Schools Award Report – Dr. Ehrhardt, Laura Pfamenstiel and Allison Agres reported on the award ceremony held in Washington D.C. The board was presented with a National Blue Ribbon Schools Plaque and flag. An Evergreen video was shown of the celebrations of students and staff. A parade will be on Wednesday, November 28 at 10:10 a.m. to continue the National Blue Ribbon Schools award celebrations.

District Score Card – Dr. Ehrhardt reviewed the District Score Card which provides a more comprehensive picture of the performance of the district according to our three goals. The Score Card will be finalized at the next meeting based on the competition of the audit.

State Report Card – Dr. Ehrhardt explained the State Report Card along with the explaining the designators, multiple indicators of student success, and the Daily Herald Article. The article reported that
the district students showed significant growth in math and English and were in the top five districts in DuPage County.

Superintendent's Experience with Shadowing Students – Dr. Ehrhardt shared an article of the October 2018 issue of Leadership Matters published by the Illinois Association of School Administrators. One of the new initiatives Dr. Ehrhardt undertook in the latter part of the 2017-2018 school year was shadowing students. Dr. Ehrhardt article was in the October 2018 issue of Leadership Matters published by the Illinois Association of School Administrator. Dr. Ehrhardt highlighted things he learned from this experience which made him a more insightful superintendent.

Presidents Report

Board Planning Calendars for November and December – Vice President Krause reviewed the timelines and noted they are on schedule.

Triple I Joint Annual Conference Logistics, November 17, 2018 – Board Vice President Krause confirmed the logistics for Members Engstrom, Krause, Peterson, Taylor, and Willuweit, Drs. Ehrhardt and Clark who will attend the conference on November 17, 2018, Sheraton Grand Chicago. Member Mastroianni will not attend. Member Peterson will drive the group.

Staff Holiday Breakfast, December 21, 2018, 6:45 a.m. – The event begins at 6:30 a.m. in the Middle School multipurpose room. Serving begins at 6:45 and continues to 8 a.m. At this event, school board members and administrators will prepare and serve breakfast for the staff. The district will provide additional scrambled eggs and Canadian bacon, beverages and fresh fruit. We plan to have the Community High School choir sing holiday carols, as was done in the past. In the spirit of the holidays, board members and administrators plan on wearing your cranberry shirts with the Benjamin logo.

Joint Boards of Education Meeting, January 28, 2019, District 33, Host – The annual meeting will be held January 28, 2018 at District 33. It is planned to have the LEND representatives, Peg Agnos and Jen Figurelli explain the purpose of LEND and how board members can advocate for education.

Superintendent Search Update- The board received the latest update on the superintendent’s search along with salary comparisons and the superintendent’s contract. Member Krause suggested an additional board meeting on December 3 at 6:30 p.m. so that the board members can discuss the superintendent search; board members unanimously agreed. Dinner will be ordered for the board.

Citizens Desire to Address the Board on Agenda Items

There was no one in the audience who desired to address the Board.

Board Reports and Requests

Report: SASE – Member Buscemi reported the Dr. Melinda McGuffin will be the New Executive Director of SASE when Dr. Michael Volpe retires at the end of the 2019 school year. Student tuition fees will be increased by $1,000.

Report: Foundation Fall Festival, October 21, 2018 – Member Willuweit reported on the event highlighting the costume contest.

Report: West Chicago Intergovernmental Council Meeting, October 29, 2018 – Member Willuweit reported there will be two new car washes at the Route 59 and North Avenue intersection on both the
North and South side. West Chicago Police will be wearing body cameras. In addition, West Chicago Community High School Superintendent will be retiring the end of the 2018-2019 school year.

Report: Carol Stream Intergovernmental Meeting, October 30, 2018 – Dr. Ehrhardt reported the New Carol Stream Village Hall is open. The construction of Veterans Memorial is underway. Joe Breining retired and Mr. Mellow took over.

Financial Report

Year-to-Date Financial Statements and Treasurer’s Report for the Month Ending October 31, 2018

Accounts Payable: $630,084.93

Payroll: 10/01/18 = $181,775.72; 10/15/18 = $180,019.66


Consent Agenda


Member Willuweit motioned and member Buscemi seconded to approve the Consent Agenda as presented. On a roll call vote, Members Krause, Buscemi, Peterson, Taylor, Willuweit, and Mastroianni – aye. Member Engstrom – absent. Motion carried.

Action Items

Accept Audit Draft Report - The Board was presented the Audit Draft Report under the Superintendent’s Report. Member Buscemi moved and Member Taylor seconded to approve the Audit Draft Report as presented subject to disclosures being provided. Member Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit – aye. Member Engstrom – absent. Motion carried.

Sodexo Transporting Food Plan for 2019-2020 – Currently a Harvard employee picks up the food at Geneva High School in “hot boxes” in the van provided by Harvard. Dr. Ehrhardt explored what the cost savings would be for next year if Sodexo delivered the food. In addition, the maintenance/custodial company would not provide a van, which would impact the Request for Proposal. A plan was presenting showing a savings of $11,570.40 and the Harvard employee will have 255 hours (32 days) added time for maintenance/custodial work. Member Willuweit moved and Member Taylor seconded to approve the Sodexo Transporting Food Plan for 2019-2020 as presented. On a roll call vote Member Buscemi, Krause, Mastroianni, Peterson, Taylor, and Willuweit – aye. Member Engstrom – absent. Motion Carried.

Student Transportation Contract Extension - Illinois Central Bus – Drs. Ehrhardt and Clark met with Illinois Central School Bus to discuss extending the contract two years, per the original bid. It was agreed to pay an annual 3% increase for 2018-2019 and 2019-2020. The increase is reasonable since the pay for school bus drivers continues to increase in order to attract and retain competent drivers. This extension will provide consistently and stability for the new superintendent and business manager. Member Buscemi moved and Member Taylor seconded to approve the Student Transportation Contract Extension

**Proposed Purchase of New Pickup Truck** – In 2005, the district purchased a pickup truck and plow so there would not be a need to contract snow removal to save money and to have autonomy. The truck is now 13 years old, and has a very rusty body and needs significant repairs. Also, the plow is at its end of life expectancy. Dr. Clark and Tim Kazmierczak have been working with the state purchase program to secure the most cost-effective proposal. The delivery is estimated to be 90-100 days after placing the order. Monies from the Operations and Maintenance Fund will be used. The existing pickup truck will be sold, per state guidelines. Member Taylor moved and Member Buscemi seconded to approve the purchase of a 2019 Ford F350 pickup truck and plow from the state purchase programs at a cost of $36,859, and the existing pickup truck will be sold per state guidelines. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, and Willuweit – aye. Member Engstrom – absent. Motion carried.

**Citizens’ Desire to Address the Board on Non-Agenda Discussion Items**

There was no one in the audience who desired to address the Board on Non-Agenda Discussion Items.

**Discussion Items**

There were no discussion items.

**Adjournment**

The meeting unanimously adjourned at 9:40 p.m.

Respectfully submitted by
Jennifer Szabo, Board Recorder

[Signatures]

President, Board of Education

Secretary, Board of Education