

**MISSION STATEMENT**

**To provide each child with the best educational opportunity to become a lifelong learner,  
achieve the highest personal growth and be a contributing member of society.**

Notice

Benjamin School District 25  
Administration Service Center Boardroom  
28W250 St. Charles Road, West Chicago, Illinois 60185  
June 11, 2018– 7:00 P.M.

Agenda

1. Call to Order – Board President
2. Roll Call - Recorder
3. Pledge of Allegiance – Board President
  - a. Introduction of Guests
4. Approve Agenda
5. Approve Draft(s) of Minutes Roll Call Vote
  - a. Regular Meeting Minutes of May 14, 2018
  - b. Executive Session Meeting Minutes of May 14, 2018
6. Board Salutes – Superintendent
  - a. Judy Hancock, Long-Term Volunteer
  - b. Amy Murrin, PTA Educator Appreciation Luncheon Chairperson
  - c. Joel Duncan, Carefest Project Coordinator
7. Superintendent’s Report – Dr. Ehrhardt
  - a. Construction Projects Program Report – Dr. Ehrhardt, Dr. Clark, Green Associates, and Jerry Guy, District Clerk of the Works
  - b. District/Superintendent Goals Report
  - c. School Improvement Plans Report – Principals
  - d. Define Summer Hours for Administration Service Center
  - e. Comprehensive Safety and Crisis Plan Updates – Mike Fitzgerald
  - f. Introduction of Board Polices: 2:105, Ethics and Gift Ban; 2:170, Procurement of Architectural, Engineering, and Land Surveying Services; 2:107-AP, Qualification Based Selection; 3:40-E, Checklist for the Superintendent Employment Contract Negotiation Process; 4:20, Fund Balances; 4:50-E, School District Payment Order; 4:55-E,

Cardholder's Statement Affirming Familiarity with Requirements for Using District Credit and/or Procurement Cards; 4:60-AP2, Third Party Non-Instructional Contracts; 4:80, Accounting and Audits; 4:80-AP1, Checklist for Internal Controls; 4:80-AP2, Fraud, Waste, and Abuse Awareness Program; 4:140, Waiver of Student Fees; 5:20-AP, 5:20-AP Sample Questions and Considerations for Conduction the Internal Harassment in the Workplace Investigation; 6:10, Educational Philosophy and Objectives; 6:30, Organization of Instruction; 6:40-AP, Curriculum Development; 6:60, Curriculum Content; 6:60-E, Notice of Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes; 6:120, Education of Children with Disabilities; 6:130, Program for the Gifted; 6:135, Accelerated Placement Program; 6:135-AP, Accelerated Placement Program Procedures; 6:190, Extracurricular and Co-Curricular Activities, 6:220, Bring Your Own Technology (BYOT) Program, Responsible Use and Conduct; 6:220-E1, Authorization to Participate in Bring Your Own Technology (BYOT) Program, Responsible Use and Conduct Agreement; 6:220-E2, Bring Your Own Technology (BYOT) Program Student Guidelines; 6:230, Library Media Program; 6:240, Field Trips; 6:250, Community Resource Persons and Volunteers; 7:15-E, Notification to Parents of Family Privacy Rights; 7:20-AP, Harassment of Students Prohibited; 7:50, School Admissions and Student Transfers To and From Non-District Schools; 7:165, School Uniforms; 7:180-AP1, Prevention, Identification, Investigation, and Response to Bullying; 7:180-AP1, E1, Resource Guide for Bullying Prevention; 7:180-AP1,E2, Be a Hero by Reporting Bullying; 7:180-AP1, E3, Memo to Staff Regarding 7:180-AP1, E4, Memo to Parents/Guardians Regarding ;7:180-AP1, E5, Report Form for Bullying; 7:180-AP1, E6, Interview Form for Bullying Investigation; 7:180-AP1, E7, Responses to Bullying ; 7:185-E, Memo to Parents/Guardians Regarding Teen Dating Violence; 7:190-AP1, Student Handbook; 7:280-E1 – Placement of Students with AIDS – DELETED; 7:280-E2, Reporting and Exclusions Requirements for Common Communicable Diseases; 7:280-E3, Prevention of Staphylococcal Infections for Schools; 7:300-E2, Certificate of Physical Fitness for Participation in Athletics; 7:310-AP, Guidelines for Student Distribution of Non-School Sponsored Publications; Elementary Schools; 7:315-AP, Guidelines for Student Distributions of Non-School Sponsored Publications; High Schools; 7:330, Student Use of Buildings – Equal Access; 7:330-E, Application for Student Groups that Are Not School Sponsored to Request Free Use of School Premises for Meetings; 7:340, Student Records; 7:340-AP1, School student Records; 7:340-AP1,E1, Notice to Parents/Guardians of Their Rights Concerning a Student's School Records; 8:25, Advertising and Distributing Materials in Schools Provided by Non-School Related Entities.

- g. FOIA Requests
- 8. President's Report – Board President
    - a. Board Planning Calendar for June and July
    - b. Determine need for July 9, 2018 Board Meeting
    - c. Finalize the July 23, 2018 Board of Education Retreat
  - 9. Citizens' Desire to Address the Board on Agenda Items
  - 10. Board Reports and Requests – Board Members
    - a. Report: SASSED – Member Buscemi
    - b. Report: Carol Stream Intergovernmental Meeting – Dr. Ehrhardt
    - c. Report: West Chicago Intergovernmental Meeting – Member Krause and Dr. Ehrhardt
    - d. Report: Eighth Grade Promotion
    - e. Report: Employee Recognition Luncheon

- f. Report: Community High School Graduation – Members Mastroianni, Taylor, Engstrom and Dr. Ehrhardt
11. Financial Report (Roll Call Vote) – Business Manager
- a. Year-To-Date Financial Statements and Treasurer’s Report for the Month Ended May 31, 2018
  - b. Accounts Payable: May 15 – June 11, 2018 = \$1,366,497.67
  - c. Payroll: 5/01/18 = \$174,757.85; 5/15/18 = \$173,202.85
12. Consent Agenda Roll Call Vote) – Superintendent
- a. Resolution Adopting Prevailing Wages for Laborers, Workers and Mechanics
  - b. Cancellation of July 9, 2018 Board Meeting
  - c. Personnel Employment:
    - i. Summer School Teacher Assistants: Summer School Teacher Assistants: Carol Pasker (\$16.00/hourly), Elva Alleruzzo (\$16.37/hourly), Lisa Weiss (12.17/hourly), Marcia Reavley (\$16.00/hourly), Ceci Frydrych (\$16.00/hourly), Nancy Cisowski (\$16.00/hourly), and Jennifer Pope (\$12.43/hourly); Teachers: Julie Seeman (\$25.00/hourly), Kerry Retzner (\$25.00/hourly), Sharon Ables (\$25.00/hourly), Betty Nordengren (\$25.00/hourly), and MJ Westlund (\$25.00/hourly).
    - ii. Technology Summer Help – Namita Patel and Alicia Wisted at \$17/hourly
    - iii. STEAM Camp: Sherry Douglas, Josh Karis, Sherry Anderson, Michelle Fiorini, Corey Mondul, Angela Anthony, Heather Foley, and Chris Fernandez at \$25/hourly.
13. Action Items (Roll Call Vote) – Superintendent
- a. First Draft of FY2018 Budget and Notice of Public Hearing
  - b. Affirm Student Discipline Code of Conduct and Athletic Handbook – Mike Fitzgerald
  - c. Introduction of Board Polices: 2:105, Ethics and Gift Ban; 2:170, Procurement of Architectural, Engineering, and Land Surveying Services; 2:107-AP, Qualification Based Selection; 3:40-E, Checklist for the Superintendent Employment Contract Negotiation Process; 4:20, Fund Balances; 4:50-E, School District Payment Order; 4:55-E, Cardholder’s Statement Affirming Familiarity with Requirements for Using District Credit and/or Procurement Cards; 4:60-AP2, Third Party Non-Instructional Contracts; 4:80, Accounting and Audits; 4:80-AP1, Checklist for Internal Controls; 4:80-AP2, Fraud, Waste, and Abuse Awareness Program; 4:140, Waiver of Student Fees; 5:20-AP, 5:20-AP Sample Questions and Considerations for Conduction the Internal Harassment in the Workplace Investigation; 6:10, Educational Philosophy and Objectives; 6:30, Organization of Instruction; 6:40-AP, Curriculum Development; 6:60, Curriculum Content; 6:60-E, Notice of Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes; 6:120, Education of Children with Disabilities; 6:130, Program for the Gifted; 6:135, Accelerated Placement Program; 6:135-AP, Accelerated Placement Program Procedures; 6:190, Extracurricular and Co-Curricular Activities, 6:220, Bring Your Own Technology (BYOT) Program, Responsible Use and Conduct; 6:220-E1, Authorization to Participate in Bring Your Own Technology (BYOT) Program, Responsible Use and Conduct Agreement; 6:230, Library Media Program; 6:240-AP, Field Trips; 6:250, Community Resource Persons and Volunteers; 7:15-E, Notification to Parents of Family Privacy Rights; 7:20-AP, Harassment of Students Prohibited; 7:50, School Admissions and Student Transfers To and From Non-District Schools; 7:165,

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- d. Paper bids
  - e. Title I District Plan
  - f. Resolution of Appointing School Treasurer and Surety Bond
  - g. Change Order Request to Increase Paving Contract for Additional Paving at Evergreen Elementary School for \$84,741.45
  - h. Increase General Construction Contract for Evergreen Elementary School STEM Lab for \$21,535
  - i. Release of Executive Session Minutes Six Months Old
  - j. Destruction of Executive Session Audio Recordings 18 months old
14. Citizens’ Desire to Address the Board on Non-Agenda Discussion Items – Board President
15. Discussion Items – Board President
16. Executive Session (Roll Call) – Board President
- a. The appointment, Employment, compensation, discipline, performance, or dismissal or Board of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2 (c)(1)
17. Return to Open Session
18. Action on Items Rising as a Result of Executive Session (Roll Call Vote) – Board President
19. Adjournment (Voice Vote) – Board President