Board of Education Final Meeting Minutes of
The Board of Education Elected April 4, 2017
April 29, 2019

Call to Order

Board President Vince Engstrom called the final meeting of the Board of Education elected April 4, 2017 to order at 7 o’clock p.m. in the Administration Service Center boardroom, 28W250 St. Charles Road, West Chicago, Illinois 60185.

Roll Call

In attendance were Members Jack Buscemi, Jodi Krause, Tammy Mastroianni, Dennis Peterson, Anna Taylor, Lisa Willuweit, and Vince Engstrom; Superintendent Dr. Philip Ehrhardt; Business Manager Dr. Shelley Clark; Evergreen Elementary School Principal Laura Pfannstiel; Recorder Jennifer Szabo; and, members of the staff and community whose signatures are filed with these minutes.

Pledge of Allegiance

President Engstrom led in the Pledge of Allegiance.

Approve Agenda

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

Approve Minutes Drafts

Regular Minutes of April 8, 2019 and Joint Board Meeting Minutes of April 22, 2019 – Member Willuweit moved and Member Buscemi seconded to approve the draft of the minutes as presented. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion carried.

President’s Remarks

Acknowledge Election Results – President Engstrom read the results of the April 2, 2019 Consolidated Election as follows: Office of Board of Education, 4-Year Term: Tammy Mastroianni - 369 Votes, Jodi Krause - 373 Votes, and Lisa Willuweit - 374 Votes.

Administer Oath of Office – President Engstrom administered the Oath of Office to the newly elected board members in accordance with Board Policy 2:80 School Board.
Adopt Code of Conduct – The Board, by consensus, adopted the Illinois Association of School Board’s Code of Conduct for Members as per the Board per Board Policy 2:80-E.

Seat New ( Newly Elected) Board Members – Board members Tammy Mastroianni, Jodi Krause and Lisa Willuweit, were seated.

Adjournment

On a motion by Member Taylor, a seconded by Member Mastroianni and a unanimous vote of approval, the meeting was adjourned Sine Die at 7:06 p.m.

Respectfully submitted by
Jennifer Szabo, Board Recorder

[Signature]
President, Board of Education

[Signature]
Secretary, Board of Education
Organizational Meeting Minutes of the
New Board of Education Elected April 2, 2019
April 29, 2019

Call to Order

Board President Engstrom called the organizational meeting of the new board of education elected April 2, 2019 to order at 7:07 p.m. in the Administration Center boardroom, 28W250 St. Charles Road, West Chicago, Illinois 60185.

Roll Call

In attendance were Members Jack Buscemi, Dennis Peterson, Lisa Willuweit, Jodi Krause, Tammy Mastroianni, and Vince Engstrom; Superintendent Dr. Philip Ehrhardt; Business Manager, Shelley Clark; Laura Pfansenstiel, Evergreen Elementary School Principal; Recorder Jennifer Szabo, and members of the staff and community whose signatures are filed with these minutes.

Reaffirm Officers for the Second Year of a Two-Year Term

Member Peterson moved and Member Mastroianni seconded that the offices of President, held by Vince Engstrom, Vice President, held by Jodi Krause, and Secretary, held by Anna Taylor for the second year of a two-year term. On a roll call vote Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit and Engstrom – aye. Motion carried.

Approve Agenda

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

Set Regular Meeting Dates

In following the past practice of holding board meetings the second Monday of each month (with the exception of school holiday falling on the second Monday), Member Taylor moved and Member Willuweit seconded to set the following meeting dates for the 2019-2020 school year: July 8, August 12, September 9, October 15 (Tuesday), November 11, December 9, 2019; January 13, February 10, March 9, April 13, May 11, and June 8, 2020. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion carried.
Determine Community/Committee Assignments

The School Board reviewed the community and committee assignments for the 2019-2020 school year and members volunteered to serve on the respective assignments as follows: Members Mastroianni and Willuweit - Benjamin 25 Educational Foundation; Members Engstrom and Krause – Carol Stream Council of Governments; Members Taylor and Mastroianni – District 94 Board Meetings; Member Willuweit – District Advisory Council; Member Taylor – Facilities Committee; Member Mastroianni and Peterson – Finance Committee Representatives; Member Engstrom – IASB/DuPage Division Representative; Member Peterson – LEND; Member Taylor and Krause – PTA Representatives; Member Buscemi and Peterson – SASED Board of Control Representatives; Member Buscemi and Peterson – SASED Governing Board Representative; Member Krause and Mastroianni – Technology; Member Willuweit and Krause – West Chicago Council of Governments.

Board Salute

The Board extended a special salute to Anthony Del Preto and Missy Day, PTA Swing for STEAM coordinator. Mr. Del Preto and Mrs. Day were recognized for their leadership in planning and implementing the golf outing, dinner, and auction. The funds generated will greatly benefit our students in the areas of STEAM (Science, Technology, Engineering, Arts, Math).

Superintendent’s Report

Technology Integration Enhancement Progress Report – Angela Anthony provided a report by showing a video that she created reflecting students in action. Greg Martin explained the VPN changing.

Middle School Math and Social Studies Program Implementation Report – Benjamin Middle School teachers, Jim Allard, Cathie Arnies, and Mark Bradbury updated the Board on the implementation of the new math and social studies programs this school year.

Science Lab Renovations Submission for Architectural Award – Green and Associates Architects will be submitting an application consisting of photos and explanations regarding the newly renovated science labs. This application will be reviewed by a committee to determine awards to be displayed at the 2019 Triple I Conference.

Support Staff Compensation Analysis of Minimum Wage Requirement – The five-year financial projections were developed prior to the new state minimum wage requirements. Dr. Clark described the analysis of how the requirement can be met by 2025 per the new law. The compensation will be reviewed yearly. Approval will be under Action Items.

New Part-time Business Manager – Dr. Ehrhardt described the hiring process of the new part-time Business Manager which consisted of four candidates that were interviewed by Jim Woell, Shelley Clark, and Phil Ehrhardt. References were checked and then the finalist was interviewed by the same team along with Lora Abruscato, Cheryl Laabs, Jen Szabo, Mike Fitzgerald, and Laura Pfannenstiel. As a result of this process, Cheryl Witham, is recommended to replace Shelley Clark. A transition plan will be developed to ensure a smooth transition. Action to be considered to be taken will take place under the Action Item.

Updated Capital Projects Fund Status – Dr. Clark reported the financial status of the Capital Projects Fund. There is a balance left which is due to the diligence of the school board being fiscally responsible.

FOIA Requests – A request was received a request for information under the Illinois Freedom of Information Act, 5 ILCS 140/1 from Dylan Meyer on April 8, 2019 requesting a copy of the current, custodial, ground, and maintenance services contract. The
We received a request for information under the Illinois Freedom of Information Act, 5 ILCS 140.1, from Bethany Simpson, SmartProcure on April 11, 2019 for purchasing records from 2018-12-01 to current. We have complied with the request.

President’s Report

Board Planning Calendars for April and June - Board President Engstrom reviewed the calendar.

Eighth Grade Promotion Wednesday, June 5, 7 o’clock p.m. Community Fellowship Church – Board Members were invited to the ceremonies and to be on stage. Members Krause, Taylor, Peterson, Engstrom, Mastroianni, and Dr. Ehrhardt will attend on behalf the Board.

Employee Service Recognition Lunch, June 10, 12 noon Evergreen Elementary School Large Gym – Board members were invited to the annual celebration of recognition for service years and bid a farewell to retiring staff. The event will begin at 12 o’clock. Members Engstrom and Peterson will attend.

High School District 94, Graduation, Wednesday, May 22, 2019, 7:00 p.m., College of DuPage – Board members were welcomed to attend the graduation ceremonies. Members Willuweit, Taylor, Engstrom and Dr. Ehrhardt will attend the graduation.

Board Retreat, July 22, 2019, 6:30 p.m. – Dr. Ehrhardt is working with Dr. Jim Woell to develop a draft of the agenda.

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: SASED – Member Buscemi reported SASED is meeting with architects for summer projects including Asbestos bids.

Report: Lend – Member Peterson reported a presentation on LEND dues for the districts. Districts will pay a flat fee based on student population and ability to pay. Highlights of LEND: Dr. Ehrhardt presented at LEND.

Report: Evergreen’s National Blue Ribbon Parade, April 24, 2019, 10:10 a.m., Evergreen Elementary School – A video was shown by Laura Pfannenstiel of the Evergreen parade celebrating the National Blue Ribbon.

Report: Carol Stream Intergovernmental Meeting, April 25, 2019 – Dr. Ehrhardt reported that Dr. Woell was introduced at the meeting.

Notice: West Chicago Intergovernmental Council Meeting, rescheduled for TBD – Nothing to report.

Student Data Sharing with District 94 Board – TBD – Dr. Ehrhardt reported that the meeting is cancelled.

Notice: Dr. Jim Woell, Welcome Reception, May 13, 3:00 p.m. - 5:30 p.m., Administration Center Board Room – Dr. Ehrhardt reminded the Board of Dr. Woell’s reception. The reception will end at 6:30 due to the suggestion of the board.

Notice: Celebration Dinner for Dr. Clark, May 29, 6:30 p.m., ZaZa’s Restaurant, St. Charles – Dr. Ehrhardt reminded the board of Dr. Clarks dinner celebration.
Notice: Swing for STEAM Golf Outing, June 8, 2019, Klein Creek, 1:00 p.m. golf, 6:00 p.m. dinner – Dr. Ehrhardt reminded the board of the STEAM Golf Outing. Member Peterson, Dr. Ehrhardt, Dr. Woell, and Tim Kazmierzczak will attend the outing.

Notice: 39th Annual Law Seminar, September 28, 2019, Hyatt Lodge at McDonald’s Campus – The board was reminded of the Annual Seminar.

Financial Report

Accounts Payable: 04/09/19 – 04/29/19 = $336,405.53

Payroll: 04/01/19 = $176,267.78; 04/15/19 = $197,851.75

Treasurer’s Report – Dr. Clark shared that there is no report since the end of the month closing has not taken place. The next report will cover April and May 2019.

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

Consent Agenda

Final 2018-2019 School Calendar – The final calendar with school ending June 10, 2019 was presented to the Board for consideration of approval.

Personnel Leave – Danielle DeChristopher leave of absence starting September 16, 2019 through the end of the 2019-2020 school year. Danielle will work the first four weeks of the school year to replace Angela Anthony. She would prefer to return to a part-time position, if feasible.


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

**Action Items**

**Health and Dental Insurance Rates** – Dr. Clark reported the Insurance Committee met with the insurance consultants to review the rates renewal effective July 1, 2019. The BlueCross BlueShield of Illinois health insurance renewal rates is at an increase of 3.6% and the MetLife dental insurance renewal rates is at an increase of 1.3%. There will be a two month bridge of the current plan and will start September 1. Member Peterson motioned and Member Taylor seconded to approve the BlueCross BlueShield of Illinois health insurance renewal rates at an increase of 3.6% and the MetLife dental insurance renewal rates at an increase of 1.3%. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion carried.

**Professional Development Plan 2019-2020** – Dr. Ehrhardt presented the Professional Development Plan which was developed by the staff and reviewed by the Professional Development Planning Committee. The activities target the initiatives for next year. Member Willuweit motioned and Member Buscemi seconded to approve the Professional Development Plan 2019-2020 as presented. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion carried.

**Administrator/Management and Support Staff Compensation for 2019-2020 School Year** - An increase of 3.75% for the support staff will enable the district to begin the process of meeting the $15 per hour state minimum wage by 2025. A 3.0% increase is recommended for Mike Fitzgerald. Member Peterson moved and Member Krause seconded to approve an increase of 3.75% so the district can begin the process of complying with the $15 per hour minimum wage by 2025. A 3.0% increase for Mike Fitzgerald for a salary of $121,833 is recommended with Laura Pfannenstiel compensation already established with her retirement plan. This motion supersedes the board motion of 2.5% increase made at the April 8, 2019 board meeting. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion carried.

**New Part-Time Business Manager** – The hiring process and discussion of the recommended candidate, Cheryl Witham, took place under the Superintendent’s report. Member Peterson moved and Member Taylor seconded to approve Cheryl Witham as the new part-time Business Manager at a rate of $700 per day to replace Shelley Clark who is retiring. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – Aye. 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 was no one in the audience who desired to address the Board on Discussion Items.

**Executive Session**
Member Taylor motioned and Member Krause seconded to enter into Executive Session at 9:28 p.m. for the placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2 (c)(10). On a roll call vote Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion Carried.

Return To Open Session

Member Peterson motioned and Member Krause seconded to leave Executive Session and return to Open Session at 9:48 p.m. On a roll call vote, Members Buscemi, Krause, Mastroianni, Peterson, Taylor, Willuweit, and Engstrom – aye. Motion Carried.

Action Items Arising as a Result of Executive Session

There was no action taken.

Adjournment

Unanimously adjourned at 9:48 p.m.

Respectfully submitted by
Jennifer Szabo, Board Recorder

[Signature]
President, Board of Education

[Signature]
Secretary, Board of Education