

# BOARD OF EDUCATION

## Minutes

October 19, 2017

The Board of Education met in regular session on October 19, 2017 at 6:32 p.m. in the Joseph M. Porto Community Room at Marie Murphy School, 2921 Illinois Road, Wilmette, Illinois. The President called the meeting to order and asked the Board Recorder to call the roll.

The following members were present:

Louise Dechovitz, Vice President (left 8:03 p.m.)  
 Dan Garbis  
 Gil Gibori  
 Joel Raynes  
 Sheryl Swibel  
 Jamie Taylor  
 Rick Zelinsky, President

Also Present:

Debbie Cotter, Videographer  
 Beth Dever, Chief School Business Official  
 Suzanne Harris, Board Recorder  
 Jessica Hutchison, Avoca West Principal  
 Dr. Kevin Jauch, Superintendent/Board Secretary  
 Matthew Palcer, Marie Murphy Principal  
 Jennie Winters, Curriculum and Instruction Coordinator

### APPROVAL OF CONSENT AGENDA ITEMS

Mr. Raynes moved that:

THE BOARD APPROVES THE FOLLOWING CONSENT AGENDA ITEMS:

- ◆ **APPROVAL OF MINUTES:**
  - FINANCE COMMITTEE MINUTES- SEPTEMBER 28, 2017
  - SPECIAL BOARD OF EDUCATION MEETING-PUBLIC HEARING ON FY 2018 BUDGET-SEPTEMBER 28, 2017
  - BOARD OF EDUCATION MINUTES- SEPTEMBER 28, 2017
  - COMMITTEE OF THE WHOLE MEETING-OCTOBER 5, 2017
  - COTW CLOSED SESSION MINUTES- OCTOBER 5, 2017
- ◆ **FINANCIAL STATEMENT**

● SEPTEMBER TOTAL FUND BALANCE OF	\$	14,140,503.10
● SEPTEMBER PAYROLL	\$	860,286.48
● SEPTEMBER FIXED CHARGES	\$	155,808.08
● OCTOBER EDUCATION FUND	\$	198,585.28
● OCTOBER O&M FUND	\$	33,108.73
● OCTOBER TRANSPORTATION FUND	\$	9,924.99
● OCTOBER TORT FUND	\$	68.00

- ◆ **OCTOBER PERSONNEL REPORT**
- ◆ **SEPTEMBER ENROLLMENT REPORT**

Ms. Dechovitz seconded the motion. Upon roll call, members voted as follows: Mr. Garbis, aye; Ms. Taylor, aye; Ms. Swibel, aye; Mr. Gibori, aye; Mr. Raynes, aye; Mr. Zelinsky, aye; and Ms. Dechovitz, aye. Motion carried.

## DISCUSSION ITEMS

### **A. Avoca Center Update (SP Goal 5)**

Superintendent, Kevin Jauch, and Chief School Business Official, Beth Dever gave the Board an update regarding Avoca Center. Ms. Dever began by updating the Board regarding the tenants currently occupying Avoca Center. The last day Arlyn Day School will be in session at Avoca Center is October 25, 2017. They will resume classes on November 7, 2017 in their new facility. They have scheduled movers for October 30th and 31st. Arlyn is on schedule to be out of the building by November 1st. In order for One Hope United to move forward with their new location, they must obtain a special use permit for the building located at Old Glenview road & Wilmette Avenue. The Village will be voting at its October 24, 2017 Board meeting. One Hope United has asked for month to month lease, as they will need to remain in Avoca Center for a couple months beyond the current lease's termination date of December 31, 2017. The district's attorney is working on a month to month lease to share at the November Committee of the Whole meeting, which the Board will be asked to approve at the November Board meeting. Mr. Gibori inquired as to whether the lease would include language to protect Avoca from paying for large expenditures due to unforeseen damages. Ms. Dever indicated that there will be language to reflect that precaution.

Next, Dr. Jauch presented the Board with an Agenda for community update meeting set for November 8, 2017. The community meeting will cover a review of the history of Avoca Center, an update on the current Avoca Center tenants and their future plans, Avoca's current life safety and facility priorities, collaborative considerations for the future of the Avoca Center property, and potential options currently under consideration by the Board. A portion of the meeting will be devoted to answering attendee questions and listening to feedback from the community. Dr. Jauch gathered Board input regarding the content and delivery of the information presented at the meeting.

Dr. Jauch then presented the Board with a Decision Making Timeline for Financing of Capital Projects. This gave the Board a backwards mapped glance at the steps that will need to be taken to fund the various capital and life safety expenditures necessary to meet student needs for the next few years. The Board Finance Committee has planned to hold additional meetings in order to specifically address Avoca Center, air conditioning, technology infrastructure and hardware and prioritized life safety and facilities' needs. The Board is considering the possibility of a bond issuance in the spring.

### **B. Strategic Plan Update (SP)**

Superintendent, Kevin Jauch, gave the Board an update of the progress of the Strategic Plan since the September 28, 2017 Board of Education meeting. The strategic plan dashboard has been updated with the current status of all of the goals for 2017-2018. Dr. Jauch reported on the progress related to Goal 4: Establish trust, respect, engagement and satisfaction among our families and communities. Pursuant to the recommendation of the Communication and Engagement Committee, the district has made progress toward a new district website. A request for proposals (RFP) was issued, the responses were due October 11<sup>th</sup> and Avoca received nine responses. Dr. Jauch and District Technology Coordinator, Beth Haugeberg,

have reviewed the responses and narrowed the selection to four proposals. Those options will be shared among a small representative group, who will view demonstrations and present their recommendation to the Board for approval.

Also relating to Goal 4, a framework for the internal master calendar has been created and is currently being populated with events and tasks that occur annually at Avoca. This calendar will be a resource for each department or role to determine their responsibilities and the timing for completion or occurrence. The internal calendar will improve consistency and guide communication. Dr. Jauch will present the framework of the internal master calendar at the November Committee of the Whole meeting.

#### **c. PARCC Data-2016-2017 (SP-Goal 1)**

Superintendent, Kevin Jauch, presented the Board with the PARCC Data from the assessment given in the spring of 2017. Dr. Jauch indicated that when comparing data, take in consideration that the format of PARCC changed a couple of times through the years and so the data should be looked at as an overall view of how the district is doing teaching the common core/Illinois state standards. Dr. Jauch first presented a chart, which shows a comparative of Avoca student scores for the same grade level over a three year period. This is the way the state releases the information on the Illinois State Report Card. Avoca shows that they average about 78% of students meeting or exceeding expected results in English Language Arts (ELA) and 70% in Math. These numbers have remained steady over the past 3 years. Curriculum and Instruction Coordinator, Jennie Winters, led the Board through presentation which provided further detail of the PARCC results. When Avoca receives PARCC data, it is subjected to several different types of analyses to review the information and optimize its usefulness. Through an Evidence Statement Analysis, educators are able to determine the specific standards that have been addressed in curriculum and instruction sufficiently and those that need to be addressed. The Board engaged in further specific discussion regarding specific grade levels and the rationale of the data presented.

#### **D. Illinois State Report Card-2016-2017 (SP Goal 1, 2 & 3)**

Superintendent, Kevin Jauch, shared that the State Report Card for 2016-2017 had not been released by the state in time to review prior to the meeting. This topic will be addressed at a later Board meeting.

#### **E. Parent/Teacher Conference Board Communication Stations (SP Goal 4)**

Board member, Gil Gibori, led a discussion regarding the handout developed to give parents at the conferences set for October 25<sup>th</sup> and 26<sup>th</sup>. The Board decided to have board members present at the conferences to distribute the handouts to the various classrooms or hand them directly to parents.

#### **F. Establishment of Public Hearing Date for 2017 Tax Levy**

The Board established that the Public Hearing for the 2017 Tax Levy will be set for December 21, 2017 at 6:15 p.m. in the Joseph M. Porto Community Room at Marie Murphy School. Notice will be posted in the Public Notice section of the local news publications not more than 14 days nor less than 7 days prior to said hearing.

#### **G. FOIA (2)**

Superintendent, Kevin Jauch, informed the Board of a Freedom of Information Act (FOIA) request received on October 2, 2017 from American Watchdogs Inc. requesting the following items: 1. A copy of all debt currently held by the School District in any form to include but not limited to, lines of credit, financial institution, bonds, credit cards; 2. A copy of all payment structures for that debt that reflects principal payment, interest payment, and time frame of

those obligations; 3. A copy of all compensation provided to the Superintendent; 4. A copy of the Superintendents employment contract; 5. A copy of the minutes and agenda where the Superintendents contract was approved. Chief School Business Official, Beth Dever, responded with the requested information on October 6, 2017.

Ms. Dever, received a FOIA request on October 12, 2017 from Amy Richards of SmartProcure requesting any and all purchasing records from July 7, 2017 to the time of the request. Business Office employee, Stella Menegas, provided Ms. Richards with the requested information on October 12, 2017.

## ACTION ITEMS

### **A. ESTABLISHMENT OF HEARING DATE FOR 2017 TAX LEVY**

Mr. Raynes moved that:

ESTABLISH THE DATE FOR THE PUBLIC HEARING ON THE 2017 TAX LEVY FOR DECEMBER 21, 2017 AT 6:15 P.M. IN THE JOSEPH M. PORTO COMMUNITY ROOM AT MARIE MURPHY SCHOOL.

Mr. Garbis seconded the motion. Upon roll call, members voted as follows: Ms. Taylor, aye; Ms. Swibel, aye; Mr. Gibori, aye; Mr. Raynes, aye; Mr. Zelinsky, aye; and Mr. Garbis, aye. Motion carried.

## CLOSED SESSION

Ms. Taylor moved that the Board move into Closed Session for the purpose of:

The appointment, employment, compensation, discipline, performance, or dismissal 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).

Mr. Raynes seconded the motion. Upon roll call, members voted as follows: Ms. Swibel, aye; Mr. Gibori, aye; Mr. Raynes, aye; Mr. Zelinsky, aye; Mr. Garbis, aye; and Ms. Taylor, aye. Motion carried.

The Board moved into closed session at 8:23 p.m. and reconvened in open session at 9:07 p.m.

Mr. Raynes moved that the Board return into open session, and Mr. Garbis seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried.

## MEETING ADJOURNS

Mr. Raynes moved to adjourn the meeting, and Ms. Taylor seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried. The Board meeting adjourned at 9:07 p.m.

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Board President, Rick Zelinsky

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Secretary, Kevin Jauch, Ed.D.