

# BOARD OF EDUCATION

## Minutes

November 16, 2017

The Board of Education met in regular session on November 16, 2017 at 6:31 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  
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  
Terry Sofianos, Director of Pupil Services  
Jennie Winters, Curriculum and Instruction Coordinator

Visitors:

Cheryden Juergensen  
Lawrence Kreuzscher  
Becky Li

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### STUDENT RECOGNITION

Students from both Avoca West Elementary School and Marie Murphy School were recognized for their contribution to and achievement in the following clubs or activities:

**Assembly Ambassadors**  
**Avoca Central News**  
**Breakout EDU Club**  
**Celebrating Art**  
**Concert Choir**  
**iOnAvoca Presenters**  
**iOnAvoca Writers Club**  
**Orchestra Artists**  
**Orchestra Ensemble**

# APPROVAL OF CONSENT AGENDA ITEMS

Ms. Dechovitz moved that:

THE BOARD APPROVES THE FOLLOWING CONSENT AGENDA ITEMS:

- ◆ **APPROVAL OF MINUTES:**
  - FINANCE COMMITTEE MINUTES- OCTOBER 19, 2017
  - BOARD OF EDUCATION MINUTES- OCTOBER 19, 2017
  - CLOSED SESSION MINUTES- OCTOBER 19, 2017
- ◆ **FINANCIAL STATEMENT**

● OCTOBER TOTAL FUND BALANCE OF	\$	13,161,762.23
● OCTOBER PAYROLL	\$	881,153.40
● OCTOBER FIXED CHARGES	\$	165,057.29
● NOVEMBER EDUCATION FUND	\$	161,210.87
● NOVEMBER O&M FUND	\$	82,372.21
● NOVEMBER TRANSPORTATION FUND	\$	9,866.26
- ◆ **NOVEMBER PERSONNEL REPORT**
- ◆ **OCTOBER ENROLLMENT REPORT**

Mr. Raynes 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 Community Update and Visitor Comments

Superintendent, Kevin Jauch, reported that no further comments or questions had been collected from the community beyond those stated at the Avoca Center Community Update on November 8, 2017. Board Reporter, Suzie Harris, added that an email was received from the Ouilmette Foundation, which has been added to the record. Dr. Jauch then invited visitor comments regarding Avoca Center. No comments were offered at that time.

### B. Avoca West Math Curriculum Update (SP)

Curriculum and Instruction Coordinator, Jennie Winters, discussed the progress of the guided math curriculum implementation kindergarten through fifth grade at Avoca West. Teachers meet weekly to plan their classroom's guided math structure which consists of whole and small group lessons, student independent practice stations and number talk routines. Teachers are assessing and teaching learning expectations and tracking progress using a performance level rubric for each unit. Teachers are grappling with the new concept, but making progress to study the standards and resources to implement the new curriculum.

Avoca West and Marie Murphy teachers began a pilot of the technology-based mathematics intervention resource, DreamBox. The pilot was deemed successful and the Multi-Tiered System of Support (MTSS) Committee voted to purchase site licenses at both schools. Funding for the program was included in the mathematics curriculum recommendation previously approved by the Board. Full implementation of this program will begin at the end of the month. Teachers are also posting resources for parents on their grade level web pages in addition to the curriculum information available on the district's curriculum dashboard.

Board President, Rick Zelinsky, inquired as to whether the progress of implementation has matched expectation, whether there have been adjustments in support for optimal

implementation and when the Board can expect another update. Ms. Winters responded that both teachers and students have different learning curves and that the support is there, but is still being adjusted according to need. The district will provide the Board with another update at the March Board of Education meeting.

Ms. Taylor commented regarding the need to determine roles associated with the implementation from selecting resources to planning and preparation. Ms. Taylor also recommended work toward consistency between grade levels in regards to communication with parents in terms of resources and progress.

### **C. Review of 2017 Audit with Eder Casella & Co. Representative**

Lawrence Kreuzcher and Cheryden Juergensen of Eder Casella & Co. gave the Board a review of the findings for the district's 2017 Financial Audit. The Annual Financial Report Estimated Financial Profile Summary gave the district a score of 3.30 out of a possible 4.00 total, earning the district a financial profile designation of "Review." This differs from the 2016 score of 3.65 and "Recognition" designation. The 2017 operating expense per pupil was \$20,592 based on the average daily attendance of 693 students. This reflects a \$444 increase from last year and 9 more students. The per capita tuition charge for 2017 was \$19,377, which was an increase of \$458 from 2016. According to the fund financial statements, Avoca spent \$1,443,158 more than it earned for the year. This is a \$759,829 improvement compared to the prior year. The government-wide financial statements show that its net position decreased during the year by \$401,506, which is a \$450,187 increase compared to the prior year. The cash and investment balances remain strong at \$12,068,817. The district added \$1,215,041 in capital assets. The depreciation expense for the year was \$708,492. Long-term debt decreased by \$654,389. None of the district's fund balances showed a negative/deficit balance at year-end. Four of the fund expenditures were higher than their budget.

Mr. Gibori asked for clarification regarding the per capital tuition charge.

### **D. Tentative 2017 Tax Levy Resolution**

Chief School Business Official, Beth Dever, presented the Board with information regarding the proposed 2017 Tax Levy. Avoca's 2017 levy will be capped at 2.1% plus any new growth in the district. In addition to that amount, Cook County adds 3% for loss and cost to all funds limited by the tax cap. The only way the district can receive these additional funds is through new growth. In order to maximize our potential new growth, the district will balloon levy by asking for a number higher than 2.1%. Ms. Dever recommends increasing the 2016 operating levy by 3.85%. The total proposed operating levy, including debt service, is \$13,865,255. Notice of the 2017 Levy will be issued in the 22<sup>nd</sup> Century Media publications on December 7<sup>th</sup> and the hearing on the 2017 Tax Levy is set for December 21<sup>st</sup> at 6:15 p.m.

### **E. Potential Community Survey**

Dr. Jauch engaged the Board in discussion about conducting a community survey to gather data associated with key district topics such as Avoca Center, bond issuance, referendum and air conditioning. Dr. Jauch contacted two different companies, Aquity Research & Insights and Fallon Research and Communications, Inc., which administer surveys of this type. Dr. Jauch presented information regarding technique and cost associated with the two options.

After hearing the options and engaging in further discussion, the Board agreed that the timing is not appropriate for the district to administer one of these surveys. Ms. Dechovitz suggested continuing to look into methods with lower costs.

### **F. One Hope United Monthly Lease Extension**

Ms. Dever explained the Extension of Facilities Use Agreement offered to current Avoca

Center Tenant, One Hope United. This extension provides terms for One Hope United to remain Avoca Center tenants beyond the previously issued notice of termination of their lease effective December 31, 2017. The new agreement extends their tenancy to March 31, 2018. Either party can terminate the extension by providing fourteen day written notice. In the event One Hope United leaves prior to the termination date of the agreement, their rent will be prorated. The monthly license fee is \$18,283. The district will continue to provide utilities, regular maintenance and repair, snow removal and night cleaning. Avoca will not be required to spend more than \$15,000 in repairs and maintenance during the extension term. The Board will move to approve the extension during this meeting.

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

Dr. Jauch provided the Board with an update of the progress of the Strategic plan since the last Board meeting on October 19<sup>th</sup>. Regarding Goal 1: Student Learning, an English Language Arts committee has been established (ELA) and will be meeting the following week during the November teacher institute day. At the October institute day, the science and social studies teams demonstrated how skills in one academic domain are applied to other areas. Various activities were designed to show questioning techniques that require higher level thinking and cross-cutting concepts to use in order identifying patterns across subject areas.

In regards to Goal 1.b: Differentiation, the MTSS Committee has established 4 ad hoc groups to address the following: Intervention Delivery; Problem Solving Process; Writing Intervention; and Reading Intervention.

Progress noted for Goal 2: Professional Learning Communities shows a continued effort to plan Professional Development days that not only build on previous activities, but are also responsive to staff input and needs.

Dr. Jauch noted for Goal 4: Communication, Members of the website revamp committee have identified the designer who they want to work with and are working on the details to make a recommendation to the Board.

The update for Goal 5- Life/Safety and Facilities, Dr. Jauch reported that the Finance Committee has held two special meetings to discuss the prioritization of our life/safety and facilities' needs. This prioritization will drive the discussion about financing the projects. The Finance Committee will meet again on November 30<sup>th</sup>.

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

Dr. Jauch, gave the Board an overview of the Avoca School District 37 Illinois State Report Card. The State Report Card is a report generated from data gathered by the State of Illinois. It highlights the district's student and staff demographics, financial status and student performance, comparing them to the state standards. Dr. Jauch put this year's report in context by comparing current data alongside a 5-year trend. The district's demographics have remained fairly consistent. Avoca is approximately 58% Caucasian. The Asian population at Avoca is 26% of the student body, making it the largest minority group in the district. Dr. Jauch reported that 84% of the certified staff in Avoca have a Master's degree.

The state report card also reports student performance based on the results of the state's PARCC assessments. The test data is also represented in a grade level comparison against the state average in both English Language Arts and Mathematics. Avoca consistently scores well above the state average across all grade levels. Further breakdown of the data shows the test results broken out by the student demographics per grade level. This gives a closer

look at how a particular group of students is performing amongst their peers.

### **I. Board of Education Policy Updates- 2<sup>nd</sup> Reading**

Dr. Jauch indicated that the Board shared no further comments or questions regarding the policy updates presented at the Committee of the Whole meeting on November 2, 2017. Later at this meeting, the Board will move to approve updates to the following Board of Education Policies: 2:100 Board Member Conflict of Interest; 2:210 Organizational School Board Meeting; 2:260 Uniform Grievance Procedure; 3:70 Succession of Authority; 4:15 Identity Protection; 5:70 Religious Holidays; 5:80 Court Duty; 5:120 Employee Ethics; Conduct; and Conflict of Interest; 5:210 Resignations; 5:230 Maintaining Student Discipline; 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers; 5:300 Schedules and Employment Year; 6:70 Teaching about Religions; 6:80 Teaching about Controversial Issues; 6:180 Extended Instructional Programs; 6:210 Instructional Materials; 7:100 Health, Eye and Dental Examinations; Immunizations, and Exclusion of Students; 7:160 Student Appearance; 7:275 Orders to Forgo Life-Sustaining Treatment; and 8:70 Accommodating Individuals with Disabilities.

### **J. FOIA (1)**

Superintendent, Kevin Jauch, informed the Board of a Freedom of Information Act (FOIA) request received on October 16, 2017 from Michael Timothy from the National Association of Environmental Engineering Students requesting contact information for the district's facilities and maintenance directors. Both Dr. Jauch and Ms. Dever responded on October 16, 2017 with the requested information.

## **ACTION ITEMS**

### **A. APPROVAL OF ONE HOPE UNITED MONTHLY LEASE EXTENSION**

Mr. Gibori moved that:

THE BOARD APPROVE THE MONTHLY LEASE EXTENSION FOR AVOCA CENTER TENANT, ONE HOPE UNITED, AS PRESENTED.

Mr. Raynes 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; Ms. Dechovitz, aye; and Mr. Garbis, aye. Motion carried.

### **B. APPROVAL OF TENTATIVE 2017 TAX LEVY RESOLUTION**

Mr. Raynes moved that:

THE BOARD APPROVE THE 2017 TAX LEVY RESOLUTION AS PRESENTED.

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

### **C. APPROVAL OF REPORT ON SHARED SERVICES OR OUTSOURCING SCHOOL CODE, SECTION 17-1.1 (Public Act 97-0357)**

Ms. Dechovitz moved that:

THE BOARD APPROVE THE REPORT ON SHARED SERVICES OR OUTSOURCING SCHOOL CODE, SECTION 17-1.1 (PUBLIC ACT 97-0357) AS PRESENTED.

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

**D. APPROVAL OF 2018-2019 AVOCA COMMUNITY PRESCHOOL TUITION**

Ms. Taylor moved that:

THE BOARD APPROVE THE 2018-2019 AVOCA COMMUNITY PRESCHOOL TUITION AS PRESENTED.

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

**E. APPROVAL OF 2017 AUDIT**

Mr. Gibori moved that:

THE BOARD APPROVE THE 2017 AUDIT AS PRESENTED.

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

**F. ADOPTION OF UPDATED BOARD OF EDUCATION POLICIES**

Mr. Garbis moved that:

THE BOARD APPROVE THE ADOPTION OF UPDATED BOARD OF EDUCATION POLICIES AS PRESENTED.

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

The Board moved into closed session at 8:36 p.m. and reconvened in open session at 9:26 p.m.

Ms. Dechovitz moved that the Board return into open session, and Mr. Raynes 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. Dechovitz seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried. The Board meeting adjourned at 9:26 p.m.

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Board President, Rick Zelinsky

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Secretary, Kevin Jauch, Ed.D.