



BOARD OF EDUCATION Minutes

January 25, 2018

The Board of Education met in regular session on January 25, 2018 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:

Jennifer Currier
Louis Galindo
John Furth
Karah Janssen
George Karcazes
Roula Karcazes
Anne Nagel
Amelie Pare Sinclair
Nancy Stewart
Emily Viteri

APPROVAL OF CONSENT AGENDA ITEMS

Mr. Raynes moved that:

THE BOARD APPROVES THE FOLLOWING CONSENT AGENDA ITEMS:

◆ **APPROVAL OF MINUTES:**

- FINANCE COMMITTEE MINUTES- DECEMBER 21, 2017
- SPECIAL BOARD OF EDUCATION MEETING PUBLIC HEARING ON 2017 TAX LEVY- DECEMBER 21, 2017

- BOARD OF EDUCATION MINUTES- DECEMBER 21, 2017
- BOARD OF EDUCATION CLOSED SESSION MEETING MINUTES- DECEMBER 21, 2017
- COMMITTEE OF THE WHOLE MINUTES-JANUARY 11, 2018
- CLOSED SESSION MEETING MINUTES- JANUARY 11 2018

◆ **FINANCIAL STATEMENT**

● DECEMBER TOTAL FUND BALANCE OF	\$	10,056,696.52
● DECEMBER PAYROLL	\$	880,685.80
● DECEMBER FIXED CHARGES	\$	161,045.38
● JANUARY EDUCATION FUND	\$	117,309.44
● JANUARY O&M FUND	\$	38,565.31
● JANUARY TRANSPORTATION FUND	\$	12,465.58
● JANUARY TORT FUND	\$	68.00

◆ **JANUARY PERSONNEL REPORT**

◆ **DECEMBER 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. Working Cash Bond Issuance

Chief School Business Official, Beth Dever, introduced Jennifer Currier from PMA Securities, Inc., who is assisting the district with the working cash bond sale process.

Ms. Dever reviewed important dates pertaining to the bond issuance. At this meeting, the Board was scheduled to adopt three resolutions that mark the intent and notice of sale of bonds. The notice of Intention to Issue \$7,600,000 Working Cash Fund Bonds and the Notice of Public Bond Issue Notification Action (BINA) Hearing Concerning the Intent to Sell \$7,600,000 Working Cash Fund Bonds will be published in the local 22nd Century Media publications on February 1, 2018. The BINA Hearing will be held on February 22, 2018 at 6:30 p.m. at Marie Murphy School. The purpose of the hearing will be to review parameters and escrow resolutions.

Ms. Dever reviewed the various resolutions that will be adopted during this meeting. First, Ms. Dever explained the resolution declaring the intention to issue bonds up to \$7,600,000. Ms. Dever noted that the amount of \$7,600,000 is the maximum amount to be issued as opposed to the actual amount. Also, the resolution does not outline the debt restructure that will need to take place in order to sell bonds. Ms. Currier noted that the restructuring does not require the same type of process because those proceeds have already been processed. A notice of the district's intent to sell bonds will be published in the local newspapers on February 1, 2018.

A resolution expressing the intent that capital expenditures incurred prior to the bond issuance be reimbursed from the proceeds will also be adopted at this meeting. This is a safeguard for the district to recoup any funds spent on capital expenditures before the district receives the bond sale proceeds.

A resolution calling a public BINA hearing will also be approved setting the date, time and purpose of the meeting. At the hearing, the Board President will issue a statement of the district's intent to issue bonds and there will a presentation regarding the issuance.

B. Avoca Professional Growth and Appraisal System Amendment

Marie Murphy Principal, Matt Palcer, and Marie Murphy Theatre Arts Teacher, Karah Janssen, presented the Board with an update regarding the Avoca Professional Growth and Appraisal System (AP&GAS) and the amendments made by the Performance Evaluation Reform Act (PERA) Committee in 2017. The AP&GAS consists of three components; Reduction in Force, Professional Practice and Student Growth. The PERA Committee reviewed these three components and made recommendations to align the AP&GAS to the current PERA legislation. In regards to the Reduction in Force Component, the committee recommends upholding the current practice of not accepting summative evaluations from other districts for new employees and eliminated the outdated "satisfactory" rating. The Professional Practice component now comprises 70% of the instructor's summative evaluation, which required

thorough revision to reflect the new Student Growth component. The PERA committee recommended eliminating the former Professional Growth Plan to facilitate that change. A system of categories has been created to address the Student Growth component of teacher evaluations, which will be reviewed in April of each year.

The Board will be asked to approve the 2017 amendments to the AP&GAS at the February Board meeting.

C. Strategic Plan Update

Superintendent, Kevin Jauch, gave the Board an update on the progress of the Strategic Plan since the December Board of Education meeting. At that meeting, Dr. Jauch informed the Board of a change to Goal 1 as it applied to student learning and curriculum. The adjustment to Goal 1 of the Strategic Plan was well received by instructional staff, which inherently applied to Goal 2, as the change was responsive to staff needs. Also addressing Goal 2, the 5Essentials survey was shared with staff there has been an 84% response rate at Avoca West and a 93% response rate at Marie Murphy as of this meeting.

The Multi-Tiered Support System (MTSS) committee has shifted its focus to ELA for differentiated instruction, but they will also continue their work with the new math curriculum. They will be adjusting the MTSS approach to be school specific in order to provide the best resources and strategies.

The ELA committee has broken into content-based ad hoc groups to study the areas of vocabulary, foundations, ELA and literature, ELA and informational text, and writing. The committee is working on the developing understanding for a common balanced literacy framework.

The website revamp committee has selected a template for the new website. The committee is working to organize the content and framework. They will also be selecting a new Lighthouse logo for the district.

The Technology Innovation Learning Team (TILT) is working on systems for personalized professional development, processes for introducing new ideas and technologies and completing the research to pilot and possibly adopt updates for the district. The TILT committee will update the Board at a future Board meeting.

D. Northfield Development Update

Pursuant to the potential 28 unit townhome development within Avoca district boundaries, Dr. Jauch attended the Northfield Planning and Zoning Commission meeting on January 17, 2018. At that meeting, the builder was seeking various variances and to have the parcel rezoned for residential purposes. They were approved.

The Architectural Commission will review the proposed Planned Unit Development application on Tuesday, February 6, 2018, beginning at 7:00 p.m. at the Village Hall. If the Architectural Commission approves the project it will be reviewed by the Village Board of Trustees on February 20th.

Dr. Jauch again expressed the district's interest in a financial consideration from the Village for the influx of student enrollment. Dr. Jauch suggested potentially seeking an agreement through the builder. Some Board members felt this path should be addressed cautiously.

E. 2018-2019 Budget and Finance Guideline and Guidance to CSBO to Begin Budget Process

Chief School Business Official, Beth Dever, presented the 2018-2019 Budget and Finance Guideline, which includes key district financial tasks and deadlines that maintain the district's compliance with state law and the necessary notification periods required by the county. Ms. Dever indicated that the 2017 CPI was recently released, which is a key element in long term planning and therefore she can begin the work on the budget process for the next year. The 2018-2019 Budget and Finance Guideline was approved at this meeting.

F. One Hope United Rental Rate at Avoca West

Chief School Business Official, Beth Dever, presented the Board with the annual increase of rental income for the lease agreement with One Hope United for facility use at Avoca West for its before and after school program. The rent is increased each year by the same level as the Chicago area CPI for the preceding year. The rent is increased by 2.1% to \$29,898, retroactive to January 1, 2018. The rental rate for 2018 was approved at this meeting.

G. FOIA (3)

The district received three Freedom of Information Act (FOIA) requests for review. The first was received on Monday, December 18, 2017 from Steve Sadin from the Daily North Shore requesting information for a story regarding special education. Director of Pupil Services, Terry Sofianos, provided Mr. Sadin with information and records the district had available and declined to provide that which was not relevant or available.

On December 20, 2017, Dr. Jauch received a request from Kenneth Powell of the Parent's Foundation for Education requesting information for every teacher and staff member currently employed in Avoca School District 37. This request was reviewed by the District's attorney. Dr. Jauch responded to Mr. Powell denying his request for home addresses, personal emails, personal phone numbers and race/ethnicity based off of FOIA exemptions. Other information requested was provided to Mr. Powell.

On January 11, 2018, Ms. Dever received a request from Stephen Chichelli of Smart Procure for any and all purchasing records from October 11, 2017 to the present. Avoca staff member, Stella Menegas, responded with the requested information on the same date of the receipt of the request.

ACTION ITEMS

A. APPROVAL OF SUMMER LIFE SAFETY AND FACILITIES PROJECTS

Mr. Raynes moved that:

THE BOARD APPROVE THE SUMMER 2018 LIFE SAFETY AND FACILITIES PROJECTS AS PRESENTED.

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

B. ADOPTION OF 2018-2019 BUDGET AND FINANCE GUIDELINE

Ms. Swibel moved that:

THE BOARD APPROVE THE 2018-2019 BUDGET AND FINANCE GUIDELINE AS PRESENTED.

Mr. Garbis 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 ONE HOPE UNITED RENTAL RATE AT AVOCA WEST

Ms. Taylor moved that:

THE BOARD APPROVE THE RENTAL RATE FOR ONE HOPE UNITED FOR FACILITY USE AT AVOCA WEST FOR 2018 AS PRESENTED.

Mr. Garbis 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. ADOPTION OF RESOLUTION EXPRESSING OFFICIAL INTENT REGARDING CERTAIN CAPITAL EXPENDITURES TO BE REIMBURSED FROM PROCEEDS OF AN OBLIGATION TO BE ISSUED BY THE DISTRICT

Ms. Taylor moved that:

THE BOARD ADOPT THE RESOLUTION EXPRESSING OFFICIAL INTENT REGARDING CERTAIN CAPITAL EXPENDITURES TO BE REIMBURSED FROM PROCEEDS OF AN OBLIGATION TO BE ISSUED BY THE DISTRICT AS PRESENTED.

Mr. Garbis 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.

E. ADOPTION OF RESOLUTION DECLARING THE INTENTION TO ISSUE \$7,600,000 WORKING CASH FUND BONDS FOR THE PURPOSE OF INCREASING THE DISTRICT'S WORKING CASH FUND, AND DIRECTING THAT NOTICE OF SUCH INTENTION BE PUBLISHED IN THE MANNER PROVIDED BY LAW

Ms. Dechovitz moved that:

THE BOARD ADOPT THE RESOLUTION DECLARING THE INTENTION TO ISSUE \$7,600,000 WORKING CASH FUND BONDS FOR THE PURPOSE OF INCREASING THE DISTRICT'S WORKING CASH FUND, AND DIRECTING THAT NOTICE OF SUCH INTENTION BE PUBLISHED IN THE MANNER PROVIDED BY LAW AS PRESENTED.

Mr. Garbis 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.

F. ADOPTION OF RESOLUTION CALLING A PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD TO SELL \$7,600,000 WORKING CASH FUND BONDS FOR THE PURPOSE OF INCREASING THE DISTRICT'S WORKING CASH FUND

Mr. Raynes moved that:

THE BOARD ADOPT THE RESOLUTION CALLING A PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD TO SELL \$7,600,000 WORKING CASH FUND BONDS FOR THE PURPOSE OF INCREASING THE DISTRICT'S WORKING CASH FUND AS PRESENTED.

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; and Ms. Dechovitz, aye. Motion carried.

G. ADOPTION OF RESOLUTION APPROVING WORKPLACE HARASSMENT POLICY AND UNIFORM GRIEVANCE PROCEDURE

Ms. Taylor moved that:

THE BOARD ADOPT THE RESOLUTION APPROVING WORKPLACE HARASSMENT POLICY AND UNIFORM GRIEVANCE PROCEDURE FOR AVOCA SCHOOL DISTRICT 37 AS PRESENTED.

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

H. ADOPTION OF RESOLUTION APPROVING WORKPLACE HARASSMENT POLICY AND UNIFORM GRIEVANCE PROCEDURE

Ms. Dechovitz moved that:

THE BOARD ADOPT REVISED BOARD OF EDUCATION POLICIES 2:260 UNIFORM GRIEVANCE PROCEDURE AND 5:20 WORKPLACE HARASSMENT PROHIBITED AS PRESENTED.

Mr. Garbis 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.

CLOSED SESSION

Mr. Garbis 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: Mr. Gibori, aye; Mr. Raynes, aye; Mr. Zelinsky, aye; Ms. Dechovitz, aye; Mr. Garbis, aye; Ms. Taylor, aye; Ms. Swibel, aye. Motion carried.

The Board moved into closed session at 7:59 p.m. and reconvened in open session at 11:01 p.m.

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

MEETING ADJOURNS

Ms. Taylor moved to adjourn the meeting, and Mr. Raynes seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried. The Board meeting adjourned at 11:01 p.m.

Board President, Rick Zelinsky

Secretary, Kevin Jauch, Ed.D.