



## Minutes Regular Meeting

### The Board of Education Members Berwyn North School District 98

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A Regular Meeting of the Board of Education Members of Berwyn North School District 98 was held Thursday, January 30, 2020, beginning at 6:30 PM in the Lincoln Middle School; 6432 W 16TH Street, Berwyn, IL 60402 .

#### I. CALL TO ORDER

Meeting began at 6:36 p.m.

#### II. ROLL CALL

Members Present: Mounce, Swade, Arenella, Paul-Emile, Cuevas, Pabon

Members Absent: Kulis-Kearns Valeriano

#### III. THE PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Brian Mendez and Naomi Perez.

#### IV. COMMUNICATIONS

##### A. Special Olympic Falcon Winners

Superintendent Michelle Smith and the Board presented the Berwyn Falcons basketball team with a Certificate and acknowledged all the team coaches for their hard work and dedication on their 2nd place win at the division Special Olympics Regional Basketball Tournament on January 12, 2020.

Berwyn North would like to thank our staff in collaboration with Berwyn South staff who made this possible.

##### **The Team Coaches:**

Katherine Hickey (BN98), Erica Trzebny (BN98), Marsha Orluck (BN98), Ryan McMillin (BN98), Deb Mirabelli (BSD100), Alexis Douglas (BSD100)

##### **The athletes:**

Jacob Alvarez (BN98), Omar Caro (BN98), Robert Counsell (BN98), Sebastian Brucato (BN98)

##### B. Spelling Bee Winner

Superintendent Michelle Smith and the Board presented the Spelling Bee winner and finalists with a certificate.

##### **Havlicek Elementary School**

Benicio Garcia, 4th Grade - Ms. Mongello

Emily Garcia, 5th Grade - Ms. LoMonaco

##### **Jefferson Elementary School**

Savana Fernandez, 4th Grade - Ms. Watts/Ms. Parra

Gabriel Tapia, 4th Grade - Ms. Moore

##### **Prairie Oak Elementary School**

Pedro Jasso, 4th Grade – Ms. Slater (WINNER)

Alberto Bandera, 5th Grade - Ms. Lomeda/Ms. McConkey

Taulant Cara, 5th Grade - Ms. Abrantes

##### **Lincoln Middle School**

Isabelle Carrillo, 6th Grade - Ms. Cline

Carol Garcia, 8th Grade - Mr. Crowley

### C. Student Ambassadors

Student Ambassadors, Brian Mendez & Naomi Perez gave a presentation to the Board and community. They presented a brief introduction of themselves and future themes for the upcoming board meetings they will be attending.

### D. Data Presentation

Superintendent Michelle Smith and Assistant Superintendent Dr. Alexandra Escobar presented to the Board and community a data presentation that indicates Berwyn North's academic growth in comparison to neighboring districts. They also presented district attendance data, which indicate that although some of our schools have had a dip in attendance from last year to this year we are still maintaining a 94% and above attendance rate at all schools.

## V. PUBLIC COMMENT

- A. Alicia Brucato, parent wanted to inform the Board that the Special Olympics has increased her child's self-esteem and confidence. She recommends to the Board that Berwyn North be more proactive in promoting the Special Olympics to parents. She is volunteering herself to assist with the promoting, fund raising or selling of shirts if needed. She believes that is program is extremely important to not only the children participating, but for the parents.
- B. Maria McCarthy, Director of Special Education acknowledged Katherine Hickey who came to her and asked if Berwyn North could participate in the Special Olympics. Since then Ms. Hickey has been at the forefront of the initiative to bring the Special Olympics to Berwyn North. Ms. Erica Trzebny and Ms. Elizabeth Moore, also present, were acknowledged at the board meeting for all their hard work and dedication.
- C. Gina Parker, NBEA President and Physical Education teacher, presented herself to the community and Board as her monthly check in.

## VI. BOARD COMMENTS

- A. Member Cuevas spoke to the community about the Boards recent self-evaluation workshop through the Illinois Association of School Boards (IASB). She spoke of what the Board learned as a team in order to become a better Board for the students, parents and staff of the school district as a whole.

## VII. CONSENT AGENDA

### A. Approval of Personnel

#### 1. New Hires:

- Camelia Gonzalez, Program Assistant at Havlicek Elementary School for the 2019-2020 School Year
- Maritza Diaz, Program Assistant at Jefferson Elementary School for the 2019-2020 School Year
- Amanda Wehrman, Teacher at Havlicek Elementary School for the 2019-2020 School Year
- Rodolfo Renteria, School Psychologist at Prairie Oak Elementary School for the 2019-2020 School Year

#### 2. Leaves:

- Kathleen McGowan, Teacher at Havlicek Elementary School, has requested one semester leave starting January 16, 2020 through June 5, 2020.
- Olivia Salomone, Program Assistant at Prairie Oak Elementary School, has requested an FMLA Leave starting January 6, 2020 through February 24, 2020.
- Roseann Truppa, Teacher at Lincoln Middle School, has revised her FMLA leave starting January 06, 2020 through approximately March 31, 2020.
- Kayla Heine, Teacher at Jefferson, has requested an FMLA leave starting April 27, 2020 through May 28, 2020.

- William Witkowsky, Director of Technology at District Office, has requested an FMLA leave starting January 28, 2020 through February 18, 2020.

3. Retirement:

- Thea Perkins, Social Worker at Prairie Oak Elementary School, has submitted her Intent to Retire effective January 24, 2020.
- Karen Williams, Payroll at District Office, has submitted her Intent to Retire effective March 27, 2020.

4. Resignations:

- Rose Hensle, Districtwide Substitute Teacher, has submitted a Letter of Resignation effective January 23, 2020.

5. Reassignments: None

6. Terminations:

- Marisela Fernandez, Part-time Custodian at Lincoln Middle School, effective December 19, 2019.

7. Return from Leave:

- Blanca Chavez, Program Assistant at Prairie Oak Elementary, has submitted a letter of intent to return from leave for the 2020-2021 school year.

8. Districtwide Substitute Teacher New Hires:

- Thomas Balatsos, • Sarah Bennett, • Linda Brown, • Yaquelin Flores Alcantara, • Justin Gronko, • Erin Kasak, • Lisa Killian, • Janice Lakey, • Alanna Maloney, • Paul Martin, • Linda Ousley, • Sean Paschal, • Ariel Ramirez, • Susan Stefano, • Claudia vanZalingen, • Kelly Walsh

B. Approval of Minutes

1. Regular Meeting Minutes - 12/19/2019
2. Executive Meeting Minutes - 12/19/2019
3. Special Board Meeting Minutes - 1/21/2020
4. Executive Meeting Minutes - 1/21/2020

C. Approval of Authorization of next month's payroll

1. Approved of Invoices - \$ 2,038,489.47
2. Approved of Monthly Payroll - \$ 1,849, 932.67
3. Approval of Authorization of next month's payroll

D. Approval of Building Use Applications

1. Girls Scouts of America - Prairie Oak Elementary School - 2/28/20
2. Jefferson PTO - Jefferson Elementary School - 2/28/20 & 5/1/20
3. Girls Scouts of America - Jefferson Elementary School - 5/15/20

APPROVAL OF ITEMS ON THE CONSENT AGENDA

Member Paul-Emile moved and was seconded by Member Arenella that the Board approve the following items on the Consent Agenda: A. Approval of Personnel; Items 1-8, B. Approval Minutes; Items 1-4, C. Approval of Finance; Items 1-3, and D. Approval of Building Use; Items 1-3 as submitted.

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

VIII. ACTION ITEMS

A. Policies - Second Read

- 2:20 Powers and Duties of the Board of Education; Indemnification
- 2:70 Vacancies on the Board of Education - Filling Vacancies
- 2:70-E Exhibit - Checklist for Filling Board Vacancies by Appointment
- 2:100 Board Member Conflict of Interest
- 2:105 Ethics and Gift Ban
- 2:110 Qualifications, Terms, And Duties of Board Officers
- 2:200 Types of Board of Education Meetings
- 2:220 Board of Education Meeting Procedure
- 2:220-E2 Exhibit - Motion to Adjourn to Closed Meeting
- 2:220-E6 Exhibit - Log of Closed Meeting Minutes
- 2:260 Uniform Grievance Procedure
- 3:40-E Exhibit - Checklist for the Superintendent Employment Contract Negotiation Process
- 4:15 Identity Protection
- 4:30 Revenue and Investments
- 4:60 Purchases and Contracts
- 4:80 Accounting and Audits
- 4:150 Facility Management and Building Programs
- 5:20 Workplace Harassment Prohibited
- 5:20-E Exhibit Resolution to Prohibited Sexual Harassment
- 5:30 Hiring Process and Criteria
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:120 Ethics; Conduct; and Conflict of Interest
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:250 Leaves of Absence
- 5:290 Employment Termination and Suspensions
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:60 Curriculum Content
- 6:150 Home and Hospital Instruction
- 7:20 Harassment of Students Prohibited
- 7:150 Agency and Police Interviews
- 8:30 Visitors to and Conduct on School Property

#### APPROVAL OF POLICIES SECOND READ

Member Arenella moved and was seconded by Member Paul-Emile that the Board approve the Policies Second Read.

#### ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

- B. Resolution to Hardship and Eligibility Amendments to the Berwyn North School District 98 403(b) Retirement Plan  
Employee Benefit: The district's 403(b) Annuity Plan administered by Omni has made Hardship and Eligibility Amendments to the plan. These benefit changes do not have any financial impact to the district. This Resolution will be recommended for board approval at the next board meeting.

APPROVAL OF RESOLUTION TO HARDSHIP AND ELIGIBILITY AMENDMENTS TO THE BERWYN NORTH SCHOOL DISTRICT 98 403(b)

Member Paul-Emile moved and was seconded by Member Cuevas that the Board approve the Resolution to Hardship and Eligibility Amendments to the Berwyn North School District 98 403 (b).

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

- C. Direct the Superintendent and Business Manager to begin the development of the FY21 Budget.

APPROVAL TO DIRECT THE SUPERINTENDENT AND BUSINESS MANAGER TO BEGIN THE DEVELOPMENT OF THE FY21 BUDGET.

Member Paul-Emile moved and was seconded by Member Cuevas that the Board approve to Direct the Superintendent and Business Manager to begin the Development of the FY21 Budget.

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

- D. Agreement for School Board Policy Online Services

APPROVAL OF THE AGREEMENT FOR SCHOOL BOARD POLICY ONLINE SERVICES

Member Paul-Emile moved and was seconded by Member Cuevas that the Board approve the Agreement for the School Board Policies Online Services.

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

IX. INFORMATION AND REPORTS

- A. A. Monthly Fund Report

Regina Johnson, Business Manager present to the Board the Monthly Fund Report.

- B. Policy First Read

- 5:50 Drug- and Alcohol- Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 7:270 Administering Medicines to Students

TABLED TO THE FEBRUARY BOARD MEETING

- C. Food Service Enhancement Update

Regina Johnson, Business Manager and Ms. Smith updated the Board on having a full service kitchen and having a third party run and operate versus certifying and training current kitchen staff.

- D. Statement of Economic Interest Survey

Regina Johnson, Business Manager let the Board know that they will be receiving an email soon from the Cook County Clerk's Office. All Board members will be required to submit a survey.

- E. Upcoming Events

**February 17**

Presidents' Day - No School

**February 19**

1/2 Day School Improvement - 11:20 am Dismissal

**February 20**

Jefferson Parent Coffee - Jefferson Elementary School - 8:45 a.m. - 9:45 a.m.

**February 21**

Havlicek Parent Coffee - Havlicek Elementary School - 8:30 a.m. - 9:30 a.m.

Havlicek Family Art Night - Havlicek Elementary School - 4:00 p.m. - 5:30 p.m.

**February 26**

Jefferson Talent Show - Jefferson Elementary School - 6:00 p.m. - 8:00 p.m.

**February 27**

BOE Meeting - Lincoln Middle School - 6:30 p.m.

**March 17**

Teacher Institute Day - No School

**March 20**

Havlicek Spring Picture Day

End of Third Quarter

**March 26**

Jefferson Parent Coffee - Jefferson Elementary School - 8:45 a.m. - 9:45 a.m.

BOE Meeting - Lincoln Middle School - 6:30 p.m.

**March 30 - April 3**

Spring Break - No School

**X. PUBLIC COMMENT**

- A. Rosalia, community member asked the Board to please take in to consideration the years of service of the kitchen staff when making a final decision for the new kitchen service. She was a student of Berwyn North schools and remembers the lunch staff fondly. To her they are very important and integral part of all the schools.

**XI. BOARD COMMENT**

- A. Member Cuevas asked Superintendent Smith where the schools are when it comes to the 5Essentials survey results. In the previous Board meeting not all school had reached the goal of 50% participation. Ms. Smith let the Board know that all four schools have met and exceeded their goal.

**XII. NEW BUSINESS**

- A. None Stated

**XIII. OLD BUSINESS**

- A. None Stated

**XIV. ADJOURNMENT MOTION TO EXECUTIVE SESSION**

Member Paul-Emile moved and was seconded by Member Arenella that the Regular Meeting of the Board of Education, School District 98 adjourn to Executive Session at 8:07 p.m., Thursday, January 30, 2020 for the purpose of discussing the following items:

1. 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. 5ILCS 120/2(c) (1). (Open Meetings Act Exception #1)
2. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).
3. Student disciplinary cases. 5 ILCS 120/2(c)(9).
4. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
5. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding must be recorded and entered into the minutes of The closed meeting; 5 ILCS 120/2(c)(11).

6. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5)

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

MOTION TO RECONVENE IN REGULAR SESSION

Member Paul-Emile moved and was seconded by Member Cuevas that the Regular Meeting of the Board of Education, District 98, adjourn at 10:09 p.m., Thursday, January 30, 2020.

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

XV. MOTION TO ADJOURN

Member Paul-Emile moved and was seconded by Member Cuevas that the Regular Meeting of the Board of Education, District 98, adjourn at 10:10 p.m., Thursday, January 30, 2020.

ROLL CALL:

Ayes: Swade, Arenella, Paul-Emile, Cuevas, Pabon, Mounce.

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Michelle Smith, Secretary

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Adam R. Mounce, President

Jessica Ibarra

Visitors:

Liz Moore, Erica Trzebny, Katherine Hickey, Venus Smith, Ozzie Jaime, Gina Parker, Oscar Garcia, Adriana Bautista, Omar Caro, Alicia Brucato, John Brucato, Barb Hammerand, Arbnore Cara, Joshua Bomba, Jonnetta Russell, Felicia McElroy, Luisa Villagomez, Francela Lopez, Emily Szymczak, Raul Marina, Diana Marina, Michael Murguia, Stephanie Mitchell, Maria McCarthy.