

**Board of Education
Worth School District 127**

Dr. Rosemary Lucas Administrative Center, Gymnasium
11218 South Ridgeland Avenue
Worth, Illinois 60482

Minutes of the Regular Meeting of November 8, 2017

1. **CALL TO ORDER**

President Drew Sernus called the meeting to order at 6:37 p.m.

2. **ROLL CALL**

Present: Drew Sernus, Dave Blanks, Michelle Egan, Danette Keeler, Rebecca Roti

Absent: Vince Flores, Meghan Sisk

Administrators:	Dr. Rita Wojtylewski, Superintendent	Cindy Dykas, Business Manager/CSBO
	Tim Hathhorn, Worth Elementary Principal	Linda Esposito, Worthwoods Principal
	Joe Zampillo, Worth Junior High Principal	Maureen Eichstaedt, Worth Junior High Assistant Principal
	Sinead Chambers, Special Education Director	

Others Present:	Regina Garrity, Worth Elementary Teacher	Stephanie Peltzer, Worth Elementary Parent
	Jim Peltzer, Worth Elementary Parent	Joseph Packwood, Worth Elementary Parent
	Ria Latka, Worth Elementary Parent	Cathy Cordova, Worthwoods Parent
	Aaron Cordova, Worthwoods Student	Rod Garcia, Worth Elementary Student
	Jo Anne Albrecht, WEA	Sarah Egan, Worthwoods Student
	Ciara Egan, Worth Junior High Student	Angie Melendez, Worth Elementary Parent
	Aaliyah Melendez, Worth Elementary Student	John George, RSM
	Abbi Lujano, Worthwoods Student	Susanna Bertuccio, Worth Elementary Media Specialist
	Samantha Beakley, Worth Elementary Parent	Regina Rocush, Worth Elementary Parent
	Monika Danko, Worth Elementary Parent	Miriam Sullivan, Worth Elementary Parent
	Scott Tamkus, Director of Facilities and Grounds	Robert Jeffers, Technology Coordinator
	Brenda Miller, Recording Secretary	

3. **PLEDGE OF ALLEGIANCE**

President Drew Sernus led the Pledge of Allegiance.

4. **SUPERINTENDENT'S REPORT**

Chromebook Demonstration by Worth Elementary Students

Dr. Wojtylewski explained the 21st Century learning skills initiative which incorporates collaboration, communication, and creativity skills to prepare students for the future. ChromeBooks and new trapezoidal-shaped desks have been ordered for all students. Several Worth Elementary students, accompanied by Ms. Garrity, 5th grade teacher, and Suzanne Bertuccio, Media Specialist, demonstrated how the Chromebooks have enhanced instruction and allowed students and staff to communicate inside and outside the classroom through the use of Google Classroom. The new desks provide a flexibility for grouping students for discussion and collaboration.

Dr. Wojtylewski and Board members thanked the students, Ms. Garrity, and Ms. Bertuccio for their attendance and the Chromebook demonstration.

Auditors' Report for FY17

John George from RSM presented an overview of the FY17 Auditor's Report and Single Audit Report. It was the opinion of RSM that it was a clean audit which produced no issues. The District is in a strong financial position noting that the District's Annual Financial Profile remained at 3.9, as it was last year. The Board will receive a copy of the report once it has been approved.

Dr. Wojtylewski thanked John George for his attendance and presentation on the audit. She also thanked the Board of Education and the administrative staff. Financial recognition is not easily attained. Financial recognition is measurement of how well a Board manages its financial policies and how well the Board and administration oversees its operations and fiscal responsibilities.

Staff, Student, and Board Recognition

Dr. Wojtylewski reported that Rebecca Roti was recognized at the Illinois Association of School Boards (IASB) South Cook Division dinner meeting on November 1st for earning a Master Board Member Level II recognition for development and leadership events that she attended during the last school year.

Three members of the Worthwoods Student Council reported on charitable fundraising efforts the schools participated in during the month of October. For a \$1.00 donation, students and staff were allowed to wear a hat all day in school. The three schools raised \$1,970.85, which was sent to the American Red Cross to assist families affected by the recent hurricanes. During the week of October 23rd through October 27th, students celebrated Red Ribbon Week. This year's theme focused on super heroes and encouraging students at a young age to commit to a life of being drug free. On Tuesday, October 24th, Worthwoods students celebrated "super heroes giving back to the community" and donated canned goods. Fifteen boxes of canned goods were collected and donated to the American Legion for Thanksgiving and Christmas baskets that will be distributed to Worth residents in need.

Joe Zampillo acknowledged the efforts of approximately 60 Worth Junior High students for participation in the annual Worth Lions Club Porch Light Parade. The students helped the Worth Lions Club collect \$1,400 from Worth residents who left their porch lights on signaling that they were willing to donate toward helping families in need throughout the Worth community. Later in November the students will participate in the Ton of Food Drive.

Tim Hathhorn reported on the Veterans Day ceremonies held at each of the schools. The ceremonies honored family and community members who have served and are currently serving in the military.

Dr. Wojtylewski stated that the performance of Taps by three members of the Band during the Worth Junior High ceremony was outstanding. The exemplary performances by the band, under the direction of Dave Blyth, over the years have long been a source of pride for the district. We are also very proud of the many outstanding classroom and grade-level projects that are done. This year the administration is investigating options for videotaping the Winter Concert and making the performance available on the District website. As the year progresses, additional student work will be added to the website.

Dr. Wojtylewski stated she would like to pay special recognition to the staff and students. Each group has embraced the new learning opportunities available through the Chromebooks, and have been very vocal in their appreciation of the technology and desks.

Susanne Bertucco, Worth Elementary Media Specialist, reported that Worth Elementary was one of 18 schools awarded \$1,500 through a Reading for Information Grant through the Illinois School Library Association. She submitted the grant application based on the 4th grade marine life unit. The monies will be used to purchase non-fiction marine life materials at all different reading levels. Although the materials are specific to the 4th grade unit, all students will have access to the books.

Dr. Wojtylewski and the Board members thanked Susanne Bertucco for applying for the grant.

Tax Levy Report

Cindy Dykas presented a PowerPoint presentation on the estimated amount of money to be raised by taxation for 2017. She explained the notifications which will take place prior to the tax levy hearing during the December Board meeting. It is the administration's recommendation to file a levy that will capture tax revenue for the district to the maximum amount allowed under the law and the tax cap. She addressed comments and questions from the Board.

Report Cards

Maureen Eichstaedt presented a PowerPoint presentation comparing data presented on the School Report Cards and the PARCC Testing results. Her report compared cohort groups and showed growth in learning.

The administration responded to comments and questions. It is not known if there is data available which would account for the increase in the Worthwoods' PARCC scores in the 2015-16 school year. Last year several grades did not meet the State scores in math. The elementary staff are in discussion phase of improving math comprehension. At the junior high level, math mechanics instruction will be reinforced weekly during Advisory classes. The math teachers developed a simple worksheet which will be used to benchmark student progress every six weeks. The first benchmark test was administered last week. Staff are also considering options to create the activities as a fun competition between the classes with recognition for the most improved.

District Title I Plan and ESSA Title Grant

Dr. Wojtylewski stated that the Title I District Plan distributed and approved at the October Board meeting was approved by the State on November 3rd. Once the Title I District Plan was approved, the district was able to submit the ESSA Title Grant. In summary the grant is comprised of three parts. The district will receive \$382,490 under the Title I grant for use in providing after school programs and reading interventionists. The district will receive \$53,948 under the Title II grant for use in providing professional development for staff. The district will receive \$16,452 under the Title IV grant which will be used for incorporating technology in the classroom through software programs and apps. The grant monies are retroactive to July 1st.

Impact of ESSA Federal and State Regulations

Dr. Wojtylewski explained the impact of ESSA Federal and State regulations. Next year schools will be ranked by tier levels. Districts will also be required to report expenditures by school to verify

that dollars are being prorated proportionally among the schools. Districts will need to be prepared to provide an explanation if one school receives more dollars than another school.

IASB Resolutions

Dr. Wojtylewski presented recommendations on eight proposed IASB resolutions. It was the consensus to vote to adopt recommendations 2, 5, 6, 7, and 8. The remaining recommendations will be opposed.

Details on Board Agenda Items

Approval to Rescind Policy Administrative Procedure – The Board will take action on the approval to rescind Policy 5:60-AP, General Personnel, Administrative Procedure, Expenses.

Approval of Resolution to Regulate Expense Reimbursements – The Board will take action on the approval of a resolution to regulate expense reimbursements.

Approval of Board Travel Expenses – The Board will take action on the approval of projected travel expenses for Board members attending the Tri-Conference in Chicago November 17th through the 19th.

Acceptance of Auditor's Report for FY17 – The Board will take action on the acceptance of the Auditor's Report.

2017 Tax Levy – The Board will take action on the adoption of a resolution determining the estimated amount of money to be raised by taxation for 2017.

Purchase of District Vehicle – The Board will take action on the purchase of a district vehicle.

Approval of Resolution Authorizing Disposal of Surplus Personal Property – The Board will take action on a resolution for the disposal of student desks.

Protocols for Audience Participation

On behalf of the Board of Education, Dr. Wojtylewski addressed the audience on conducting public participation at Board meetings. She reviewed a protocol for public participation, which was distributed to all audience members and Board members. A policy is in place regarding this matter but it has not been frequently referenced as not many community members have come forward to address the Board. During recent meetings the Board has been addressed and it is now appropriate to review guidelines with the audience and Board members. Audience members should: 1) only speak during times as indicated on the agenda; 2) identify oneself and limit comments to three minutes; 3) observe the Board President's decision regarding public participation; and 4) conduct oneself with respect and civility towards others. Board meetings exist for conducting Board business and the public comment section is intended for listening to the public's comments and not for dialogue. The Board will take each public comment under advisement. It is the expectation that concerns are only brought to the Board after having discussed the concern at the building level and/or Superintendent level and no resolution was reached.

5. **BOARD COMMITTEE REPORTS**

A. 09/20/2017 Committee of the Whole

President Sernus reported that the Committee discussed architect services, residency verification, electronic Board packets, and custodial/maintenance staffing needs. The district's current architect is retiring, therefore, the Committee agreed to move forward in entering into an agreement with DLA Architects. Several grade levels are at classroom capacity per the WEA Bargaining Contract. The Committee agreed that in addition to studying the enrollment patterns, the district must also verify that students currently enrolled are valid residents within the Worth schools boundaries. At the October Board meeting the Board approved a resolution requiring yearly verification of residency. Since there is a fee for providing electronic Board packets, it was the consensus of the Committee that a decision be made when all Board members are present. The Committee reviewed an analysis of each building's square footage and number of custodial staff. It was the consensus that an additional part-time custodian be hired and assigned to Worth Junior High School.

B. 10/25/2017 Policy Committee

Chairman Blanks reported on the Policy Committee meeting held on October 25, 2017. The Committee reviewed policies for language changes, compliance with current legislation, and relevance. He called to the Board's attention that changes were made to Policy 2:140, as required by law. Community and school members may now use an electronic link to the Board's email address which will be posted on the district's website. The Committee's recommendations are presented for action under Board motions.

Dr. Wojtylewski responded to questions from Board members on electronic correspondence sent to Board members. All emails will receive an electronic response confirming receipt of the email. All Board members will receive copies of all emails. Electronic responses will be sent, when necessary, but only at the direction of the Board of Education.

6. **CITIZENS' REMARKS – AGENDA AND NON-AGENDA ITEMS**

A parent commented favorably on the Veterans Day event at Worth Elementary, which her daughters' grandfather attended. She also commented on the PARCC test scores and number grading system used at the elementary level. Her daughter did well on the PARCC test, but her report card comments indicated she was not meeting expectations. She felt a letter grade would be a better gauge of performance for parents and students. She appreciated the explanations given during the report card and PARCC testing presentation. She was also encouraged hearing the administration is considering hiring math coaches. She felt that the teaching of math has changed so over the years that math coaches would greatly benefit students in an area that parents may not be able to provide assistance at home.

A parent commented that the tax levy presentation was very informative. He wondered if it would be beneficial for the administration to send out letter to parents and the community explaining the process. He expressed appreciation that the Board will be providing an email address as a means of expressing concerns or to request a return phone call as it will expedite matters. As during previous Board meetings, he commented on the large class sizes, particularly at the kindergarten level. He wondered if the Board had considered adding modular classrooms.

A parent asked if the schools would be replacing the playgrounds that were recently removed. She was concerned that during the lunch recess time her son is getting into petty arguments which

she feels is because he has no outlet for working off excess energy. She also commented that the fifteen minutes allowed for lunch is too short of a time and the students are rushed to finish. Dr. Wojtylewski invited the parent to contact her secretary to make an appointment to discuss her concerns.

Drew Sernus responded to comments made.

Although audience members that addressed the Board had exited the meeting, a Board member responded that letter grades are given at the junior high level. Also, as a Board member on the Education Committee, she will keep in mind the parents comments about standard based learning when the Committee meets.

7. BOARD MOTIONS

A. Consent Agenda

Danette Keeler moved that the Board of Education approve the following consent agenda items:

- | | | |
|--|--|---|
| 1) <u>Accounts Payable</u> | November 8, 2017 | \$939,936.09 |
| 2) <u>Payroll Summary</u> | Education Fund | \$533,077.67 |
| | Building Fund | \$36,556.09 |
| | IMRF and FICA/Medicare | \$41,769.16 |
| 3) <u>Employment of Classified Staff</u> | | |
| Eryk Nowak | Part Time Custodian, Worth Junior High | Effective November 13, 2017 |
| 4) <u>First Reading of Board Policy</u> | | Att. D1-D14 |
| Policy 2:100 | School Board | Board Member Conflict of Interest |
| Policy 2:125 | School Board | Board Member Expenses |
| Policy 2:140 | School Board | Communications To and From the Board |
| Policy 2:140-E | School Board | Exhibit – Guidance for Board Member |
| | | Communications, Including Email Use |
| Policy 2:230 | School Board | Public Participation at School Board Meetings and |
| | | Petitions to the Board |
| Policy 5:60 | | Expenses |
| (end consent agenda) | | |

Michelle Egan seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

B. Approval of Minutes – Board Meetings

Michelle Egan moved that the Board of Education approve the minutes of the September 13, 2017, regular meeting.

Dave Blanks seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

Michelle Egan moved that the Board of Education approve the closed session minutes of the September 13, 2017, regular meeting.

Rebecca Roti seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

Danette Keeler moved that the Board of Education approve the minutes of the October 11, 2017, regular meeting.

Michelle Egan seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

Michelle Egan moved that the Board of Education approve the closed session minutes of the October 11, 2017, regular meeting.

Rebecca Roti seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

C. Approval of Minutes – Committee Meetings

Michelle Egan moved that the Committee of the Whole approve the minutes of the September 20, 2017, Committee of the Whole meeting.

Dave Blanks seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

Dave Blanks moved that the Policy Committee approve the minutes of the October 25, 2017, Policy Committee meeting.

Michelle Egan seconded the motion.

Roll Call Vote: 2 Aye (Blanks, Egan), 1 Absent (Sisk) – Motion Carried

D. Approval to Rescind Policy Administrative Procedure

Dave Blanks moved that the Board of Education rescind Policy 5:60-AP, General Personnel, Administrative Procedure, Expenses, as presented in Attachment I.

Michelle Egan seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

E. Approval of Resolution to Regulate Expense Reimbursements

Dave Blanks moved that the Board of Education approve the Resolution to Regulate Expense Reimbursements, as presented in Attachments J1-J2.

Rebecca Roti seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

F. Approval of Board Travel Expenses

Rebecca Roti moved that the Board of Education approve the projected travel expenses for attendance at the Tri-Conference in Chicago, Illinois on November 17-19, 2017, for the following Board members: Drew Sernus in the amount of \$1,083.00; Rebecca Roti in the amount of \$1083.00; Michelle Egan in the amount of \$1083.00; Vince Flores in the amount of \$1,083.00; and Danette Keeler in the amount of \$651.00.

Dave Blanks seconded the motion.

A Board member indicated she would not be needing the hotel accommodations for Saturday night. Dr. Wojtylewski noted that the amounts stated are projected. The Board members cannot exceed the dollar amounts, but expenses incurred by a Board member can be lower than the amount authorized. The recording secretary will contact neighboring districts to see if they are in need of additional accommodations.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

G. Acceptance of Auditor's Report for FY17

Rebecca Roti moved that the Board of Education accept the Auditor's Report, as recommended by the Business Manager/CSBO and the Superintendent.

Dave Blanks seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

H. 2017 Tax Levy

Michelle Egan moved that the Board of Education adopt the Resolution determining the estimated amount of money to be raised by taxation for 2017 and establish the Board meeting of December 13, 2017, as the time for the public hearing regarding the levy, as recommended by the Business Manager/CSBO and the Superintendent.

Rebecca Roti seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

I. Approval of District Vehicle

Dr. Wojtylewski distributed a revised purchase agreement from Hawk Ford. Additional information was presented by a Board member and the administration was able to work with Hawk Ford in reducing the cost of the vehicle. She recommended that the Board approve the purchase of the vehicle identified in Attachment M.

Rebecca Roti moved that the Board of Education approve the purchase of a district vehicle from Hawk Ford of Oak Lawn, as presented in Attachment M.

Dave Blanks seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

J. Approval of Resolution Authorizing Disposal of Surplus Personal Property

Michelle Egan moved that the Board of Education approve the Resolution Authorizing Disposal of Surplus Personal Property, as presented in Attachments N1-N3.

Danette Keeler seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

8. BOARD DISCUSSION AND/OR ACTION

A. Policy Committee Meeting Date – Monday, December 4, 2017

Dr. Wojtylewski stated that members of the Board not serving on the Committee are welcome and encouraged to attend as citizens.

B. Committee of the Whole Meeting Date

Dr. Wojtylewski requested a Committee of the Whole meeting be scheduled to discuss future staffing needs, math coaches, and facilities projects. It was the consensus that most Board members were available to meet on Monday, December 11th at 6:30 p.m. The recording secretary was instructed to contact Board members who were not in attendance regarding their availability to attend the December 11th meeting.

C. Tri-Conference

The Tri-Conference packets will be delivered on Tuesday or Wednesday to Board members attending the conference.

9. BOARD MEMBER REPORTS AND REQUESTS

Dr. Wojtylewski responded to an inquiry about MAP testing. MAP testing will be done at the elementary level the week of November 13th.

A Board member commended the administrators and students their participation in the Veterans ceremonies, Porchlight Parade and upcoming Ton of Food Drive. Dr. Wojtylewski and Cindy Dykas

were commended for their efforts that produced a positive report from the auditor and financial recognition. He commented on his firm belief that all Board members refrain from responding to comments made during audience comments so that individuals are not led to believe that the Board will address all comments.

10. CITIZENS' REMARKS – AGENDA AND NON-AGENDA ITEMS

Several Board members commented on how impressed they were with each of the students who demonstrated how the ChromeBooks and Google Classroom has positively impacted their instruction.

A teacher agreed stating that the staff are amazed how quickly students caught on.

11. CLOSED SESSION

Rebecca Roti moved that the Board of Education adjourn to closed session at 9:52 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

Michelle Egan seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

The Board took a break before entering closed session.

12. RETURN TO OPEN SESSION

Rebecca Roti moved that the Board of Education, upon completion of its discussions in closed session, reconvene in public session at 10:44 p.m.

Michelle Egan seconded the motion.

Roll Call Vote: 5 Aye, 2 Absent – Motion Carried

13. ADJOURNMENT

Rebecca Roti moved to adjourn the meeting at 10:46 p.m.

Michelle Egan seconded the motion.

Voice Vote: All Aye - Motion Carried

Respectfully submitted,



Danette M. Keeler
Secretary Pro Tem, Board of Education



Drew Sernus
President, Board of Education